

**FIRST 5 SAN BENITO
CHILDREN AND FAMILIES COMMISSION
REGULAR MEETING**

Meeting Minutes

4/9/2025

1. CALL TO ORDER

Chair Dr. David Redman called the meeting to order at 12:04

ROLL CALL / INTRODUCTIONS

Commissioners Present:

- Dr. David Redman
- Elias Barocio
- Dr. Marni Friedman
- Tracy Belton
- Cristina Banuelos
- Margie Barrios

Commissioners Absent:

- Tina Garza
- Mindy Sotelo
- Mary Damm

First 5 Staff Present:

- Carly Offermann
- Sarah Beatie
- Alexia Magana
- Maria Diaz Ruiz
- Samantha Hernandez

Guests:

- Frederick Northop, First 5 San Benito Attorney
- Colleen Myers, Hollister School District

2. AGENDA MODIFICATIONS

NONE.

3. PUBLIC COMMENT

NONE.

4. PUBLIC HEARING ON THE FIRST 5 CALIFORNIA ANNUAL REPORT

Sarah Beatie opens the discussion by noting that F5CA has done another great job on the FY 2023-2024 report. She gives a brief summary of compliance matters in regards to reviewing the report and encourages the Commission to review further details on their own time. She briefly reviews the bigger picture of the notes to the Commission and that a specific summary for First 5 San Benito can be found on pg. 60 of the annual report.

Approval of Item 4

Margie Barrios makes a MOTION to approve the review of the FY 2023-2024 First 5 California Annual Report, pursuant to Health and Safety Code Section 130140(d)(3).

SECOND: Elias Barocio

All in favor, MOTION PASSED.

5. **PUBLIC HEARING ON THE REVISION OF THE FIRST 5 SAN BENITO 2018-2025 STRATEGIC PLAN PURSUANT TO HEALTH AND SAFETY CODE SECTION 130140(a)(1)(D)(E) and (F)**

Sarah Beatie opens the discussion by noting that the existing F5SB strategic plan is still in effect until the end of 2025, and the plan is to update it when the new Executive Director takes their place to do so. At this time, the Commission is only reviewing the plan and making minor revisions to the list of Commissioners and Staff as they were outdated. The list of both groups has been updated to reflect current members and is pending approval. The Commission and Staff both acknowledge that the goals within the strategic plan are still in effect and First 5 San Benito continues to measure its outcomes.

Margie Barrios makes a MOTION to approve the revision of FY 2018-2025 First 5 San Benito Strategic Plan, pursuant to Health and Safety Code Section 130140(a)(1)(D)(E) and (F)

SECOND: Elias Barocio

All in favor, MOTION PASSED.

6. **CONSENT CALENDAR**

The Consent Calendar may be voted in one motion. If you wish to discuss any of these items, please request the item be removed from the consent calendar.

Carly Offermann makes a small note that the proposed budget revision had to be updated since the materials were sent out. F5CA had given the finalized revenue figures for PROP 56 and the budget within the packet that was handed out has been updated to reflect the correct revenue information.

Approval of items 6.1-6.5

Elias Barocio makes a MOTION to approve all items at once, 6.1-6.4, which includes the approval for MINUTES from February 5th, 19th, and March 10th, along with the approval of the 2024-2025 FY BUDGET REVISION and 2024-2025 FY YTD FINANCIAL REPORT as of January 31, 2025.

SECOND: Cristina Banuelos

All in favor, MOTION PASSED.

7. **REVIEW OF THE DRAFT FY24-25 GASB 74/75 ROLL-FORWARD VALUATION REPORT**

Carly Offermann opens the discussion by noting that this GASB report is a requirement for the yearly audit. She describes that the report is a roll-forward, meaning they utilize census information from the previous year and that this was a finding on the previous year's audit. While the report was fixed within the audit cycle and the finding was noted to be resolved, Carly emphasizes that the report satisfies that requirement and has since been corrected to ensure proper reporting going forward. Carly is looking to have an approval of the report pending no material changes to ensure that it can be finalized and ready for the upcoming audit.

Margie Barrios makes a MOTION to approve the FY 24-25 GASB 74/75 Roll forward valuation Report to be finalized with no material changes and submitted for the FY 24-25 Audit.

SECOND: Tracy Belton

All in favor, MOTION PASSED.

8. **FIRST 5 SAN BENITO EXECUTIVE DIRECTOR SEARCH - UPDATES**

Dr. David Redman gives updates to both staff and Commission about the continued search for the new Executive Director. He mentions there are a total of 14 candidates at this time that are pending review and interviews will occur in the next couple of months. Margie Barrios asks if any applicants are local to San Benito and Dr. David Redman confirms that there are some local candidates. More updates and information will be given out to everyone soon.

9. **ANNOUNCEMENTS**

Dr. Marni Friedman updates everyone that her practice has moved into the Sunnyslope complex and provides the group with her new address.

10. **OTHER – FUTURE AGENDA ITEMS**

Next Commission Meeting: Wednesday, June 4, 2025 @ 12noon- 2pm

Next Executive Committee Meeting: Wednesday, June 4, 2025 @ 11:30 am- 12noon

Next Finance Committee Meeting: TBD – Suggested to be held before the next regular meeting on 6/4/25

*****BEGIN CLOSED SESSION*****

11. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(1)(d) - UPDATES

Frederick Northrop gives updates to the Commission about the existing litigation.

12. DISCUSSION OF INTERIM EXECUTIVE DIRECTOR AND ADMINISTRATOR COMPENSATION

The Commission meets without the presence of leadership staff to determine and agree on temporary compensation for the Interim ED and Administrator. They then bring leadership back to discuss the decision and determine the processing protocol.

13. ADJOURN

No further business before the Commission; meeting adjourned at 12:32pm.