



Executive Committee Summary

Wednesday, June 8, 2022

9:00 am – 11:00 am

Join Zoom Meeting

<https://us02web.zoom.us/j/5064390481>

Meeting ID: 506 439 0481

Commission

Members: Shelby Boston, Dr. Shaun-Adrián Choflá, Tami Ritter

Staff support: Anna Bauer, Kimberly Brooke, Shelly Miller

Absent: Danette York

1 Welcome, Agenda Review

2 [Proclamation of Assembly Bill 361](#)

ACTION

Motion to approve Proclamation of AB 361

Motion/Second: Boston/Ritter

Aye: Boston, Choflá, Ritter

3 [Review Quarter 3 Program and Initiative Performance Report](#)

DISCUSSION

4 [Review Fiscal Year 2021/22 3rd Quarter Financial Report](#)

DISCUSSION

5 [Fund Balance](#)

DISCUSSION

Executive Committee discussed the logistics of equitable promotion of funds, application and approval process. Committee recommends staff develop language for the release of funds that includes the following process: 1. Funds are requested through the First 5 website 2. Staff determines appropriateness and completeness of request, and may provide feedback and technical assistance to requestor. 3. Request is presented at a regularly scheduled meeting of the Executive Committee. 4. Executive Committee considers recommendation for inclusion of the Commission agenda. 5. Commission considers requests and either: votes or directs staff to work with requestor to refine the request and bring back at a future meeting. Executive Committee recommends the Commission

designate \$500,000 of the Unassigned Fund Balance to be made available to the community for one-time requests, per policy.

6 [Review Commission Bylaws](#)

DISCUSSION

The Committee discussed proposed amendments to the Bylaws. The Committee recommends extending Commissioner terms from 2 years to 3 years, and does not recommend implementing term limits to Officer positions.

7 [Grant Opportunities](#)

ACTION

Motion to authorize staff to apply for Help Me Grow funding

Motion/Second: Boston/Ritter

Ayes: Boston, Choflá, Ritter

8 [Review draft agenda for the June 24, 2022 Commission Meeting](#)

ACTION

The Committee provided edits to the agenda and approved.

Additional Information:

Future Executive Committee meetings-

Wednesday, August 10, 2022 at 9:00 am (virtual)

Monday, October 10, 2022 at 9:00 am

Monday, November 28, 2022 at 10:00 am

Minutes were approved at the June 24, 2022 Commission Meeting