



Executive Committee Summary

Wednesday, April 13, 2022

9:00 am – 11:00 am

Meeting will be held via videoconference. Please join via [Zoom Link](#) or call (669) 900-6833. Meeting ID: 450 672 4510

Commission

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

Staff support: Anna Bauer, Kimberly Brooke, Anna Ling, Shelly Miller

Absent:

1 Welcome, Agenda Review

2 Adopt Proclamation for AB 361

ACTION

[The Committee will adopt the Proclamation and develop a recommendation for future meetings.](#)

Motion to Approve the Proclamation for AB 361

Motioned/Seconded: York/Boston

Ayes: Boston, Choflá, Ritter, York

Nays: None

Abstentions: None

The Committee recommends the Commission and Committee meetings be held in person beginning in June. Staff were directed to reserve facilities that allow for ample distance between people.

3 Commissioner Renewals

ACTION

[The Committee will review Commissioner renewal applications and make recommendations to the Commission:](#)

Dr. Shaun-Adrián Choflá

Scott Kennelly

Dr. Holly Kralj

Matthew Reddam

Motion to Recommend Commissioner renewals to the Commission

Motioned/Seconded: Boston/York

Ayes: Boston, Ritter, York

Nayes: None
Abstentions: Choflá,

4 Review Proposed Program Budgets for Fiscal Year 2022-23 DISCUSSION

The Committee will review the following draft scopes of work and budgets and make recommendations to the Commission:

[Northern Valley Catholic Social Services, Butte Baby Steps \\$426,507](#)
[Hmong Cultural Center, Tu Tus Menyuan \\$98,477](#)
[Butte County Office of Education, Help Me Grow \\$40,723](#)
[Evalcorp \\$37,500](#)
[Matson & Isom Technology Solution \\$27,000](#)
[Help Central Inc., Help Me Grow \\$25,000](#)

There were no questions about contracts, the Committee recommends the contracts be placed on the April Consent Calendar.

5 Amend Contracting & Procurement Policy DISCUSSION

[The Committee will consider amending the Contracting and Procurement Policy to include language allowing the use of electronic signatures.](#)

The Committee reviewed the policy amended and directed staff to include language about document storage and retention in accordance with the Commission's policy.

6 Amend Bylaws and Ordinance DISCUSSION

[The Committee will review a draft revision of the Commission's bylaws and ordinance and make recommendations to the Commission.](#)

The Committee discussed the proposed amendments to the Ordinance and made recommendations to staff for edits before presenting it to the Commission at their April meeting.

The Committee discussed the proposed amendments to the Bylaws and did not have any recommended edits. Commissioner Choflá requests that the Commission discuss term limits for Commissioners.

7 Long Term Financial Plan DISCUSSION

[The Committee will review the Commission's Long Term Financial Plan and consider the implications of the ratification of the Tobacco Flavor Ban in November 2022.](#)

The Committee reviewed the Long Term Financial Plan and discussed strategies to ensure that CA state funding be maximized in all areas that benefit 0-5 in order to maintain long term Prop 10 sustainability as tax revenue declines.

8 Review draft agenda for the April 29, 2022 Commission Meeting

ACTION

[The Committee will review and approve the agenda.](#)

The Committee approved the agenda for the April 20, 2022 Commission Meeting

Additional Information:

Next Executive Committee meeting Wednesday, June 8, 2022 at 9:00 am