
Regular Meeting
Wednesday, December 15, 2021
Minutes
1:00pm – 4:00pm

1. Call to Order

1:02 pm

2. Approval of Agenda— ACTION – Attachment 1

Motion was made to approve the agenda (Motion/Second/Carry) Sue Hoek/Ryan Gruver (5/0)

3. Introductions

Commissioner: Scott Lay, Ryan Gruver, Sue Hoek, Phebe Bell, Laura Brown

Staff: Melody Easton, Rosemary Gonzalez

Public Members: Cindy Maciel, Marina Bernheimer

4. Public Comment

Cindy Maciel wanted to thank everyone for all the support everyone is willing to give. Due to the pandemic and all the virtual meetings.

5. Commissioner Comment

Sue Hoek commented that it has been a pleasure working with everyone. Ryan Gruver commented the same, as well as Scott Lay.

6. Approval of Minutes for August 18, 2021, Regular Meeting – ACTION – Attachment 2

Motion was made to approve the August 18, 2021, minutes. (Motion/Second/Carry) Ryan Gruver/Laura Brown (5-0)

7. Fiscal Review – ACTION – Attachment 3

The Commission will review the fiscal reports and credit card statements through October 2021.

Motion was made to approve the fiscal reports and credit card statements. (Motion/Second/Carry) Laura Brown/Sue Hoek (5-0)

8. End of Year Reports from Funded Partners – DISCUSSION – Attachment 4

The Commission will review the 2020-2021 year-end reports from the funded partners. These reports contribute to the completion of the First 5 California Annual Report, due October 31, 2021.

During the discussion about the End of Year Report for Funded Partners, Scott Lay would like a copy of the Reports for his office.

9. Quarter 1 Reports - DISCUSSION - Attachment 5

The Commission will review a report based on the Quarter 1 performance reports submitted in Persimmony.

Melody Easton explained to the commissioners how the performance reports work.

10. Contractor Report —DISCUSSION

Cindy Maciel from Tahoe Truckee Unified School District will report out on their First 5 funded activities
Cindy Maciel gave a presentation for Tahoe Truckee Unified School District, School Readiness Program. Commissioners were very impressed with the presentation.

11. PUBLIC HEARING: First 5 Nevada Conflict of Interest Policy – ACTION – Attachment 6

The Commission is asked to take public testimony and adopt the revised policy.
0 Public Comment. Motion was made to adopt the revised First 5 Nevada Conflict of Interest Policy. (Motion/Second/Carry) Ryan Gruver/Sue Hoek (5-0)

12. PUBLIC HEARING: First 5 Nevada Contracts and Procurement Policy – ACTION – Attachment 7

The Commission is asked to take public testimony and adopt the revised policy.
0 Public Comment. Motion was made to adopt the revised First 5 Nevada Contracts and Procurement Policy. (Motion/Second/Carry) Sue Hoek/Laura Brown (5-0)

13. PUBLIC HEARING: First 5 Nevada Annual Audit Report – ACTION – Attachment 8

The Commission is asked to take public testimony and adopt the annual audit report.
0 Public Comment. Motion was made to adopt the Annual Audit Report. (Motion/Second/Carry) Ryan Gruver/Sue Hoek (5-0)

14. PUBLIC HEARING: First 5 Nevada Annual Report to First 5 California – ACTION – Attachment 9

The Commission is asked to take public testimony and adopt the annual report that was submitted to First 5 California.
0 Public Comment. Motion was made to adopt the Annual Report to First 5 California. (Motion/Second/Carry) Ryan Gruver/Sue Hoek (5-0)

15. Election of Officers— ACTION

The Commission will elect a Chair and Vice-Chair to serve in 2022-2023.
Scott Lay made a motion for Ryan Gruver to be Chair (Motion/Second/Carry) Scott Lay/Sue Hoek (4-0)
Ryan Gruver made motion for Sue Hoek to be Vice-Chair (Motion/Second/Carry) Ryan Gruver/Phebe Bell (4-0)

16. Executive Director’s Report—DISCUSSION - Attachment 10

The Executive Director will share highlights from her written report.

17. Diversity, Equity, and Inclusion Training Opportunity – ACTION – Attachment 11

The Commission will review a request for funding to support Diversity, Equity, and Inclusion training in partnership with SNCS and the Nevada County Local Planning Council. The request of the Commission is \$4400.
Motion was made to fund the Diversity, Equity, and Inclusion Training in Partnership with SNCS and the Nevada County Local Planning Council. (Motion/Second/Carry) Phebe Bell/Ryan Gruver (5-0)

Correspondence—NONE

Adjournment

2:28 pm

Next meeting: Wednesday, February 16, 2022 – Eric Rood Administrative Center 950 Maidu Avenue Nevada City, CA 95959