



P.O. Box 966, 5284 Hwy 49 N. Suite 2, Mariposa, CA 95338
Phone – 209-742-5437 E-mail – first5mariposa@yahoo.com

Commission Minutes

June 14, 2021

As authorized by Governor Newsom’s Executive Order, N-25-20, dated March 12, 2020, the meeting will be held via teleconferencing with members of the Commission attending from separate remote locations.

Members of the public shall have the right to join the meeting and offer public comment by calling 1 (669) 900 6833 using meeting ID# 860 6081 2382. This altered format is in observance of the recommendation by local officials that certain precautions be taken, including social distancing, to address the threat of COVID-19.

Public comment periods: Matters under the jurisdiction of the Board, and not on the posted agenda, may be addressed by the general public at the beginning of the regular agenda and any matters on the agenda before the Board for consideration. However, California law prohibits the Board from taking action on any matter, which is not on the posted agenda unless it is determined to be an emergency by the Board. Any member of the public wishing to address the Board during the Public Comment period will be limited to a maximum of 5 minutes.

Commissioners Present: Gwen Nitta
Patrick McCarthy
Kim Tucker
Jennifer McCollom
Rosemarie Smallcombe (left meeting at 5:00pm)
Lydia Lower
Kim Martin
Kati Baker

Commissioners Absent: Margarita King

Executive Director: Nikki West

Members of the Public: None

I. Call to Order: 4:02pm

II. Public Comments
none

III. Discussion and Direction Regarding Mariposa First 5’s Role in Supporting Student’s Parents to Locate Needed Services Such as Speech Pathology Services
Rosemarie Smallcombe brought this item for discussion with the Commission. There was no action taken.

IV. Report from Commissioner Smallcombe on County Research Efforts Related to First 5

Communications and First 5's Relationship to Mariposa County

Rosemarie Smallcombe brought this item for discussion with the Commission. She distributed a memo to the Commission regarding this item immediately prior to the Commission meeting. The result of this discussion was the tabling of the next agenda item.

V. Review and Approve 2021 – 2024 First 5 Mariposa Strategic Plan

The Commission tabled this item until a public hearing could be held.

VI. Approval of Minutes:

a. April 12, 2021

A motion was made by Jennifer McCollom to approve the minutes of the April 12, 2021 meeting. Patrick McCarthy seconded the motion, motion approved. A roll call for all votes was taken.

Ayes –6

Noes – 0

Absent –2 (Margarita King, Rosemarie Smallcombe (left early))

Abstained – 1 Kim Tucker

VII. Budget Reports:

a. Discuss and Approve First 5 and School Readiness Budget Reports (April 30, 2021)

The Commission discussed the budget report for April. Jennifer McCollom made a motion to approve the April 30, 2021 Mariposa First 5 and School Readiness budget report as presented, and Patrick McCarthy seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes – 7

Noes – 0

Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))

Abstained – 0

b. Discuss and Approve First 5 and School Readiness Budget Reports (May 31, 2021)

The Commission discussed the budget report for May. Patrick McCarthy made a motion to approve the May 31, 2021 Mariposa First 5 and School Readiness budget report as presented. Kim Martin seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7

Noes – 0

Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))

Abstained – 0

c. Discuss and Approve First 5 Mariposa Proposed Budget Revision for 2020-2021

The Commission reviewed the budget revision for fiscal year 2020-2021. Lydia Lower made a motion to approve the budget revision for First 5 Mariposa 2020-2021 as presented. Kim Martin seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7

Noes – 0

Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))

Abstained – 0

d. Review and Approve First 5 Mariposa Proposed Budget for 2021-2022

The Commission reviewed the proposed budget for fiscal year 2021-2022.

Jennifer McCollom made a motion to approve the budget for 2021-2022 as presented. Lydia Lower seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

e. Review and Approve First 5 Long Term Budget Plan through 2026

The Commission reviewed the proposed long-term budget plan through 2026. Kim Martin made a motion to approve the long-term budget plan through 2026 as presented. Jennifer McCollom seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

VIII. Review and Approve Employee Contracts for 2021-2022:

- a. Shirley Serrato (Head Teacher/Director for Building Blocks)**
- b. Chrissy Valle (Head Teacher/Director for Catheys Valley Preschool)**
- c. Jeannine Harper (Second Teacher for Building Blocks)**
- d. TBD (Second Teacher for Catheys Valley Preschool)**
- e. Nicole Laing (Classroom Aide for Building Blocks)**
- f. TBD (Classroom Aide for Catheys Valley Preschool)**
- g. Nicole Laing (Maintenance Worker for Building Blocks)**
- h. TBD (Maintenance Worker for Catheys Valley Preschool)**

The Commission reviewed all employee contracts for 2021-2022. Kim Martin made a motion to approve the employee contracts for 2021-2022, Patrick McCarthy seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

IX. Review and Approve 2021-2022 Contract for Web Designer, Carol Fong

The Commission reviewed the contract for Carol Fong for 2021-2022.

Lydia Lower made a motion to approve the contract for Carol Fong for 2021-2022, Jennifer McCollom seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

X. Review and Approve Scott's Cleaning Contract 2021 - 2024

The Commission reviewed the contract for Scott's Cleaning for 2021-2024. Jennifer McCollom made a motion to approve the contract for 2021-2024, Lydia Lower seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0

Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

XI. Review and Approve MES TK Grant Contract 2021 – 2024

The Commission reviewed the contract for the MES TK Grant for 2021-2024. Kim Martin made a motion to approve the contract for 2021-2024, Patrick McCarthy seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –6
Noes – 1
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

XII. Review and Approve Home Visiting Program Consultant Contract

The Commission reviewed the contract for the Home Visiting Program Consultant. Jennifer McCollom made a motion to approve the contract, Lydia Lower seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

XIII. Approve Executive Director to Sign Mariposa Unified School District Lease through June 30, 2024

The Commission discussed having the Executive Director sign the new MCUSD lease for the preschools. A motion to approve was made by Kim Martin, Jennifer McCollom seconded the motion. Motion approved. A roll call of all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

XIV. Approve Annual Report, Audit, State Report and Strategic Plan for 2018-2021

- a. Public Notice (June 14, 2021) posted**
- b. State First 5 Annual Report for 2019-2020**
- c. Mariposa First 5 Annual Report and Audit for 2019-2020**
- d. Reviewed and Adopted Strategic Plan for 2018-2021**

The Commission reviewed the annual report, audit, state report and strategic plan for 2018-2021 for First 5 Mariposa. Lydia Lower made a motion to approve the annual report, audit, state report and strategic plan for 2018-2021, Patrick McCarthy seconded the motion. Motion approved. A roll call for all votes was taken.

Ayes –7
Noes – 0
Absent – 2 (Margarita King, Rosemarie Smallcombe (left early))
Abstained – 0

XV. Executive Director's Report

Nikki West gave the Commission updates on several items including preschools, the IMPACT grant, SPCFA Grant, CDBG Grant, First 5 CA supply order, and program reports for 4th quarter.

XVI. Closed Session: Public Employee Performance Evaluation: Executive Director, pursuant to Government Code 54954.5

This item was tabled until the August 9, 2021 Commission meeting.

XVII. Adjourn the Meeting: Next Meeting: August 9, 2021 at 4:00pm

Lydia Lower made a motion to adjourn the meeting, Kim Martin seconded. Motion approved.