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**Regular Meeting**  
**Wednesday, November 30, 2022**  
**Minutes**  
**2:00 – 4:00pm**

**1. Call to Order**

2:08

**2. Approval of Agenda— ACTION – Attachment 1**

*Scott W. Lay made the motion to approve the November 30, 2022, agenda. (Motion/Second/Carry) Scott W. Lay, Laura Brown. (5-0)*

**3. Introductions**

*Ryan Gruver, Scott W. Lay, Rachel Peña, Laura Brown, Sue Hoek, Melody Easton, Rosemary Gonzalez, Alison Schwedner, Charisse Jones, Alyssa Burke*

**4. Public Comment**

*No Public Comment*

**5. Commissioner Comment**

*No Commissioner Comment*

**6. Nomination of Commissioner – ACTION**

The Commission will nominate Rachel Peña to serve as Commissioner; replacing Phebe Bell, whose term ended 10/31/2022. The Commission bylaws state that the Commission will always have a member representing the Directors of Behavioral Health, Public Health, or Social Services. This is a two-year appointment.

*Sue made a motion to nominate Rachel Peña to serve as a commissioner. (Motion/Second/Carry) Sue Hoek, Laura Brown, (5-0)*

**7. Approval of Minutes for June 15, 2022, Regular Meeting – ACTION – Attachment 2**

*Scott made a motion to approve the June 15, 2022, minutes. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (5-0)*

**8. PUBLIC HEARING: First 5 Nevada County FY 21/22 Annual Independent Audit - ACTION - Attachment 3**

*Public Hearing open: 2:12pm The Commission was asked to take public testimony and accept this report. (Motion/Second/Carry) Scott W. Lay, Sue Hoek (5-0) Public Hearing closed: 2:17pm*

- 9. PUBLIC HEARING:** First 5 Nevada County FY 21/22 Annual Report Submission to First 5 California - **ACTION - Attachment 4**  
*Public Hearing open: 2:17pm The Commission was asked to take public testimony and accept this report. (Motion/Second/Carry) Scott W. Lay, Sue Hoek (5-0) Public Hearing closed: 2:24pm*
- 10. Fiscal Review – ACTION – Attachment 5**  
*The Commission reviewed the fiscal report and credit card statements through September 2022. Laura Brown made a motion to approve the fiscal report, Sue Hoek seconded (Motion/Second/Carry) Laura Brown, Sue Hoek (5-0)*
- 11. Commission Meeting Time – ACTION**  
*The Commission voted to move the Regular Commission Meeting date and time for the 2022-2023 fiscal year FROM 1pm-4pm TO 2pm-4pm. (Motion/Second/Carry) Scott W. Lay, Laura Brown, (5-0)*
- 12. ArchiveSocial Proposal – ACTION – Attachment 6**  
*The Commission chose not to move forward with the ArchiveSocial proposal.*
- 13. Remote Teleconference Meeting – ACTION**  
*Shall the First 5 Nevada County Commission approve re-authorizing remote teleconference meetings for the Regular Commission Meeting scheduled on January 18, 2023, because the Commission determines at this time the meeting may be held during a proclaimed State of Emergency, and State or Local Officials have imposed or recommended measures to promote social distancing? Approved (Motion/Second/Carry) Laura Brown, Scott W. Lay, (5-0)*
- 14. 2024-2030 Strategic Plan Update – DISCUSSION – Attachment 7**  
*The Commission received an update on the Parent Input Process, which will inform changes to the Strategic Plan.*
- 15. Contractor Report —DISCUSSION – Attachment 8**  
The Commission will hear a report from Alyssa Burke on behalf of the Community Support Network activities.  
*Alyssa Burke gave a report on behalf of the Community Support Network.*
- 16. Contractor Report —DISCUSSION**  
The Commission will hear a report from Alison Schwedner on behalf of the Community Collaborative of Tahoe Truckee  
*Alison Schwedner gave a report on behalf of the Community Collaborative of Tahoe Truckee.*
- 17. Contractor Report —DISCUSSION**  
The Commission will hear a report from Jenni Toedtemeier on behalf of the Read Me a Story Program  
*Jenni Toedtemeier gave a report on behalf of the Read Me a Story Program.*
- 18. Quarter 4 Reports - DISCUSSION – Attachment 9**

This agenda was posted on the web at [www.first5nevco.com](http://www.first5nevco.com). Posted on November 23, 2022

Upon request, First 5 Nevada County will provide written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services, to enable individuals with disabilities to participate in public meetings. A request should include your name, mailing address, phone number and brief description of the requested materials and preferred alternative format or auxiliary aid or service. We will process your request as quickly as possible. Requests should be sent to: Melody Easton at First 5 Nevada County, 380 Crown Point Circle, Grass Valley, CA 95945, or [rosemary@first5nevco.org](mailto:rosemary@first5nevco.org).

The Commission will review the Quarter 4 performance reports submitted in Persimmony. *Performance reports from Quarter 4 were in commissioner's binders for review.*

## 19. Executive Director's Report—DISCUSSION - Attachment 10

The Executive Director will share highlights from her written report. *Melody shared about the in-person Summit that will be taking place in January in San Diego. Election of officers will take place during the January regular Commission Meeting. The Public Health Home Visiting Expansion received funds and the Nevada County Public Health reached out to First 5 for Assistance in completing assessments and developing recommendations for how to use the funds. First 5 has partnered up with Nevada County Public Library on an application for funding for the Stronger together: Early Learning Hubs, hoping to bring a mobile story time to childcare providers.*

*Melody also shared that the Comprehensive Prevention Planning continues to proceed, focusing on asset mapping. Our social media and Outreach continue to strive. Facebook has 692 followers and Instagram has 217 followers.*

*Outreach events so far: Kids Corner at the Nevada County Fair, Latino Family Festival w/PARTNERS FRC's Promotora, Union Hill Family Literacy Night, & Spooky Booky Event w/Community Support Network*

Correspondence—**NONE**

### Adjournment

4:01 pm

Next meeting: Wednesday, January 18, 2023 – Eric Rood Administrative Center

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This agenda was posted on bulletin boards 72 hours in advance of the meeting outside the Madelyn Helling Library Conference Room; inside Bulletin Board at the Eric Rood Administrative Center; and the Nevada County Superintendent of Schools Office in Nevada City. In Truckee it was posted on the public bulletin board at the Tahoe-Truckee Unified School District and at Nevada County Social Services in the Joseph Center. On the web it was posted at [www.first5nevco.org](http://www.first5nevco.org). Posted on May 9<sup>th</sup>, 2008.

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