



380 Crown Point Circle  
Grass Valley, CA 95945

**Melody Easton**  
**Executive Director**  
Phone: (530) 274-5361  
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[www.first5nevco.com](http://www.first5nevco.com)

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**Regular Meeting**  
**Wednesday, November 15, 2023**  
**Minutes**

1. **Call to Order**  
*2:08 pm*
2. **Approval of Agenda— ACTION – Attachment 1**  
*A motion was made to amend the agenda and do the discussion attachments first as they were waiting for Rachel to show up to the meeting. Starting with #7, #11 and then moving on to #12*
3. **Introductions**  
*Scott W. Lay, Ryan Gruver, Melody Easton, Rosemary Gonzalez, Jenni Toedtemeier, Rocio Zhukov, Sarah Morgan and Rachel Pena arrived at 2:29pm*
4. **Public Comment**  
*No Public Comment*
5. **Commissioner Comment**  
*No Commissioner Comment*
6. **Approval of Minutes** for October Regular Meeting Minutes – **ACTION – Attachment 2**  
*Scott made a motion to approve the October minutes. (Motion, Second, Carry) Scott W. Lay, Ryan Gruver, (3-0)*
7. **Commissioner Search – Truckee Representative – DISCUSSION**  
*The Commission will receive an update on the search for a new member to represent the Truckee area.  
Melody met with Piret Griffith and she may apply to be a commissioner and hopefully the Board of Supervisors will approve her application.*
8. **Fiscal Review – ACTION – Attachment 3**  
*The Commission will review and approve the fiscal report and credit card statements through August 2023.  
A motion was made to approve the Fiscal Report and Credit card statements. (Motion, Second, Carry) Ryan Gruver, Scott W. Lay, (3-0)*
9. **PUBLIC HEARING – Fiscal Year 2022-2023 Annual Audit – ACTION – Attachment 4** The Commission will hold a public hearing for the approval of the Fiscal Year 2022-2023 Annual Audit.  
*Public Hearing opened at 3:04pm and closed at 3:06pm. A motion was made to approve the Annual Audit. (Motion, Second, Carry) Rachel Pena, Scott W. Lay, (3-0)*

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Sue Hoek  
Commission Chair  
Nevada County  
Supervisor,  
District 4

Rachel Peña, LCSW  
Vice-Chair  
Director, Social Services  
Nevada County Health and  
Human Services Agency

Ryan Gruver  
Director,  
Nevada County Health &  
Human Services Agency

Scott W. Lay  
Nevada County  
Superintendent of  
Schools

Truckee Representative  
VACANT

10. **PUBLIC HEARING – First 5 CA Annual Report Submission – ACTION – Attachment 5**  
The Commission will hold a public hearing for the approval of the Annual Report submitted to First 5 California.

*Public Hearing opened at 3:06pm and closed at 3:11pm. Motion was made to the Annual Report submitted to First 5 California. (Motion, Second, Carry) Ryan Gruver, Rachel Pena, (3-0)*

11. **Contractor Report – Partners FRC – DISCUSSION**

Sarah Morgan will share highlights about their First 5 funded Family Resource Center programming.

*Sarah Morgan gave a presentation on behalf of Family Resource Centers.*

12. **Contractor Report – Read Me a Story – DISCUSSION**

Jenni Toedtemeier will share highlights about their First 5 funded early literacy programming.  
*Jenni Toedtemeier gave a presentation for Read me a Story Program.*

13. **Executive Director’s Report—DISCUSSION - Attachment 6** The Executive Director will share highlights from her written report.

- First 5 Association and First 5 CA Updates
  - *Melody was nominated to be on the Board of Directors starting in January*
- Parent Guardian Advisory Council
  - *This is formed through CAPC and will be kicking off in January.*
- Request for Applications Update
  - *CSN possibly will apply for the competitive funds for \$10,000 and CCTT will accept the competitive funds of \$10,000*
- Car Seats
  - *100 Car seats were finally delivered.*

**Outreach Events**

- September – Community Baby Shower & Latino Family Festival
- October – Spooky Boooky event

*Melody and Rosemary attended the outreach events and handed out books and treats and car seat information.*

**Correspondence—**

First 5 Nevada County asked to sign onto a letter to the First 5 CA Commission regarding SPCFA

**Adjournment**

*3:26pm*

Next meeting: Wednesday, January 17, 2024 – Eric Rood Administrative Center



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