

BOARD OF COMMISSIONERS MEETING
Fresno EOC Board Room
November 20, 2019
6:00 PM

MINUTES

- I. **CALL TO ORDER**
Linda Hayes, Board Chair, called the meeting to order at 6:03 PM
- II. **ROLL CALL**
Roll was called and there was a quorum.
- III. **PLEDGE OF ALLEGIANCE**
- IV. **TRANSFORMING AND INSPIRING**
Energy Services clients shared their stories.
- V. **APPROVAL OF AGENDA**
M/S/C – Parra/Robles to approve the agenda as presented. All in favor.
- VI. **APPROVAL OF PREVIOUS MINUTES**
October 23, 2019 Meeting Minutes
October 30, 2019 Meeting Minutes
M/S/C – Candler/Nichols to approve the meeting minutes. All in favor.
- VII. **CEO SELECTION UPDATE**
The final candidate has not been named because the consultant has not finished the process.
- VIII. **COMMITTEE REPORTS**
M/S/C – Parra/Rodgers to pull A.2., C., F.3.. and approve the following:
 - A. Audit Committee Meeting
 1. November 6, 2019 Meeting Minutes
 2. ~~School of Unlimited Learning Annual Financial Report~~
 3. State Child Care Programs Annual Financial Report
 - B. Bylaws Committee Meeting
November 6, 2019 Meeting Minutes
 - C. ~~Finance Committee Meeting~~
~~November 13, 2019 Meeting Minutes~~
 - D. Human Resources Committee Meeting
 1. October 21, 2019 Meeting Minutes
 2. November 18, 2019 Meeting Minutes
 - E. Pension Committee Meeting
 1. November 14, 2019 Meeting Minutes
 2. Plan Financials and Investment Report

3. Investment Fund Change
 4. Target Date Fund Replacement
 5. 2018 Retirement Plan Audits
 6. 2018 Retirement Plan 5500
- F. Planning and Evaluation Committee Meeting
1. October 08, 2019 Meeting Minutes
 2. Employment and Training Services, School of Unlimited Learning, Local Conservation Corps
New Profit's Post-Secondary Innovation for Equity (PIE) Grant Application
 - ~~3. Head Start 0 to 5
Budget Modification Application of the FY 2019 Head Start/Early Head Start Basic Budgets~~
 4. Sanctuary and Support Services
Slave 2 Nothing Foundation Grant Application
 5. Strategies & Communications
San Joaquin Valley Health Fund Census 2020 Outreach Partners

VIII. A. 2. School of Unlimited Learning Annual Financial Report

SOUL Principal Mark Wilson shared that enrollment has increased to 140 independent study students and 60 in the seated program. Commissioner Arambula asked for an update on the legislation that reportedly may affect SOUL and how we are planning to deal with it. At this time no further action has been taken on the suggestion to restructure SOUL/board to address the potential issues.

VIII. C. Finance Committee Meeting - November 13, 2019 Meeting Minutes

Commissioner Reyna asked Financial Officer Rebecca Heinrich for a recap of the Finance Committee agenda because there was no quorum to approve any actions. Heinrich discussed the Informational Items presented at the meeting.

There was discussion around the in depth questioning of the Commissioners during the Head Start follow up visit. Commissioners were reassured that that level of questioning was highly unusual. It was suggested that legal counsel be present if that situation arises again.

Heinrich discussed the purpose of the variance report is to monitor how the budget is being spent and is not used for an analysis of the budget itself.

VIII. F.3. Head Start 0 to 5 - Budget Modification Application of the FY 2019 Head Start/Early Head Start Basic Budgets

Head Start 0-5 Director, Shivaprasad, discussed the Budget Modification. Most of the excess comes from personnel savings. We usually have about 6-9% savings from the personnel line item yearly but cannot proactively allocate the funds to other line items in the initial grant application. Arambula asked if the personnel savings creates a vacancy in our classrooms. Shivaprasad assured that we normally staff over the state requirements.

Rodgers requested a report as to where our Head Start children are when they leave our program and how proficient and prepared they are to enter kindergarten. Jaime-Mileham shared that there is no standard for school readiness in the County.

Jaime-Mileham asked for a discussion on the waiver request. Heinrich explained that for each of the Head Start federal dollars we spend, we are required to get a 25% regional match (NFS). As we applied for the duration dollars to open the additional classrooms, we requested waivers for that money but Head Start wanted to wait until end of period in case

we needed to request more waivers on normal operation dollars. The waivers we are asking for are not for recurring costs and we don't need waivers for the regular dollars received.

M/S/C – Rodgers/Reyna to approve the pulled items. All in favor.

IX. ADVISORY BOARDS

M/S/C –Parra/Reyna to pull report B and accept the following committee reports. All in favor.

- A. Head Start County Wide Policy Council
 - 1. October 16, 2019 Meeting Minutes
 - 2. October Program Update Report
- ~~B. SOUL Advisory Board – October 28, 2019 Meeting Minutes~~

Rodgers shared that she attended the mid-year review of the WASC accreditation and we should be proud of getting a 6 year accreditation. Principal Wilson shared that 15 SOUL students showed up during an off day to participate in the workshop.

M/S/C –Rodgers/Parra to accept the SOUL Advisory Board minutes. All in favor.

X. CHIEF EXECUTIVE OFFICER'S REPORT

- A. 2020 CSBG Contract 20F-3010 and Resolution
- B. Grant Tracker

Tutunjian discussed the 2020 CSBG Budget Plan as presented.

Arambula feels that there should be discussion at the Board level over the use of these discretionary funds and how they should be prioritized. Several commissioners expressed the desire to have multiple budget workshops throughout the year or during the retreat. Discussion followed around specific programs and line items of the CSBG budget.

M/S/C –Parra/Garabedian to approve the 2020 CSBG contract. All in favor.

XI. STAFF ANNOUNCEMENTS

Food Services – Winter Food Service Program

- Food Services Director, Jon Escobar, detailed the updated Food Express Bus program. Time at sites will be increased and breakfast will be eliminated.
- We are working to initiate a program in the rural areas. The current program was funded specifically for the urban areas. It is difficult to get volunteers to staff locations during the winter.

Sanctuary and Support Services – 26th Annual Making Spirits Bright

- This year the event will take place at Greenberg Elementary. A flyer was distributed with information.

Holiday Party

- A last call was made for any Commissioners who plan to go to the Holiday Party. Commissioner Robles asked if the agency could absorb the employee share for the holiday party. Heinrich explained that there are few unrestricted funds that can be used for this event.

Technology Pilot

- A request was made for any Commissioner who would like to participate in a pilot for board portal software and equipment. There is money in the CSBG budget to allocate for tablets that would stay in the boardroom to facilitate a paperless initiative.

XII. COMMISSIONERS' COMMENTS

Commissioner Reyna was concerned about an article in the Fresno Bee. Reyna will be working with Marketing to correct the statement that there is no LGBTQ representation on our board.

Commissioner Nichols shared that Gaston's Black Student Union will be holding its 6th Annual Black History Month Program at Warnors Theater because of the large attendance.

XIII PUBLIC COMMENTS

No Public Comments

XIV. EXECUTIVE SESSION

No Executive Session

XV. ADJOURNMENT

M/S/C – Rodgers/Parra to adjourn. All in favor.
Meeting adjourned at 8:00pm.

Respectfully Submitted,

Linda Hayes, Board Chair