

Technical Advisory Committee

June 11, 2020, 9:00 a.m.

Meeting Minutes

**Commissioners Present:** Chair Julie Berk and Co-Chair Pete Vander Poel

**Staff Present:** Executive Director Michele Eaton and Finance Manager Aaron Cooper

1. Call to Order: Chair Berk called the meeting to order at 9:03 a.m.
2. Public Comment: There was no public comment.
3. Minutes of previous meeting: The minutes from April 9, 2020, were reviewed with no changes requested.
4. Financial Management:
5. Aaron presented the April 30, 2020, Financial Report.
6. Aaron presented the March 31, 2020 Investment Report.
7. Aaron presented 2019-2020 Budget Revision #3 and discussed the necessary changes. There were no concerns.
8. The proposed 2020-2021 budget was reviewed. The members were comfortable recommending the proposed 20-21 budget to the Commission at the June 25th meeting.
9. The members reviewed the 2020 Long Range Financial Plan update. Staff explained the concern regarding delayed and fluctuating Prop 10 revenue payments and the need to be conservative with the plan. The members were in agreement with the plan as presented.
10. Operations Management:
11. Michele discussed the process for review of the strategic plan during the upcoming Commission meeting. There were no concerns expressed.
12. Michele provided an update from the Nominating Committee for the 2020-2022 Chair Elect. Commissioner Elliott was nominated and accepted the role.
13. Michele provided a brief update on the status of the funded programs during the pandemic. The members expressed gratitude at the commitment and innovation displayed by the providers. Michele also briefed the members on the status of the First 5 California Home Visiting Expansion funding opportunity which staff had applied. The contract is expected in late August. She also gave an update on the renewal of the Home Visiting Program – PLAY contract with HHSA.
14. The draft June 25, 2020, Commission meeting agenda was reviewed with no content changes requested.
15. Chair Berk adjourned the meeting at 9:52 a.m.