

Technical Advisory Committee

April 9, 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 9:04 a.m.
2. Public Comment: There was no public comment.
3. Minutes of previous meeting: The minutes from February 13, 2020, were reviewed with no changes requested.
4. Financial Management:
5. Aaron presented the February 29, 2020, Financial Report.
6. Aaron presented the 2019-2020 Budget Revision #2 and discussed the changes made. There were no concerns.
7. Michele discussed the proposed cost for M. Green and Company to conduct our annual audit for FY 2019-2020. TAC supported the recommendation for presentation to the full Commission.
8. Program Management:
9. Michele provided an overview of the 2020-2021 One-Time Capital projects being recommended for funding. There were no concerns and TAC supported the recommendation to the full Commission.
10. Michele shared the innovation exhibited by our funded programs during this unprecedented time.
11. Operations Management:
12. Michele shared the status of the HOH event. The TAC agreed it was best to move the event to later in the year, October or November.
13. The Committee discussed the option of canceling the May Commission retreat and handling the required business items at the regular June Commission meeting. All agreed to cancel the May retreat.
14. Michele shared the plan to send out the complete First 5 California 2018-2019 Annual Report electronically with the agenda packet.
15. A brief discussion occurred regarding the need to revive the ad-hoc Nominating Committee to select a new Chair-Elect to be named at the June 25, 2020, meeting.
16. The draft April 23, 2020, Commission meeting agenda was reviewed with no content changes requested.
17. Chair Berk adjourned the meeting at 9:41 a.m.