



Meeting Agenda

**November 11, 2011
3-5PM**

**ACOE Conference Room
217 Rex Ave., Jackson CA 95642**

I. Call to Order, Sign In, Quorum

II. Public Matters Not on Agenda

Discussion items only, no action to be taken. Any person may address the Board at this time upon any subject within the jurisdiction of the Amador County First 5 Commission; however, any matter that requires action may be referred to staff and/or Committee for a report and recommendation for possible action at a subsequent Board meeting. Please note - there is a five (5) minute limit per topic.

III. Consent Agenda

Items listed on the consent agenda (if attached) are considered routine and may be enacted by one motion. Any item may be removed for discussion and made a part of the regular agenda at the request of one or more Commission members.

Minutes

Minutes from September 12, 2011 meeting

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

IV. Approval of Agenda

Approval of agenda for this date; any and all off-agenda items must be approved by the Board (pursuant to §5494.2 of the Government Code)

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

VI. Work Groups-Professional Development Committee

The committee met and read the CARES Plus applications – Brenda and Karen can update the council. The CARES Plus work has many reports that need filing with CA First 5, a database to enter applicants, applications, evaluations, funding and Audit reports to file, mailings with letters to applicants, follow up with those chosen to be video-taped, Professional Growth Advisor mentoring, and more. The work should diminish after December. Council staff oversees the project and does some reporting, but does not have time to do all of these tasks. Karen Dickerson helped write the CARES Plus Grant, has been the Consultant on staff, and knows all of the details to do the work and upcoming deadlines. The Staff is recommending that the Council consider covering the additional cost to support Karen Dickerson as a Consultant to the CARES Plus Program. Refer to the email estimate provided by the contractor.

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

V. Reports

Financial report was filed 10-13-2011.

VII. Old Business

A. Summary of Self-Evaluation Findings:

Review the compliance items and check work that has/has not been done. Handouts and discussion (20 minutes allotted). The Final report is due November 15, 2011.

B. By-Laws: As discussed before the By-Laws need to be changed to reflect current meeting dates. The By-Laws currently read (page 7;

ARTICLE VI – MEETINGS

“Section 4: Regular meetings

ACCC meetings shall be held once each month during the calendar year, second Tuesday of the month, from 3:00 p.m. until 5:00 p.m. “Workshop” training and information meetings will be held as established in advance by the ACCC.”

As previously discussed at the Sept. 12th meeting, wording suggested to change to:

“Section 4: Regular meetings

ACCC meetings shall be held ***a minimum of four times per calendar year***, second Tuesday of the month, from 3:00 p.m. until 5:00 p.m. Workshop training and information meetings will be held as established in advance by the ACCC.”

OR “ACCC meetings shall be held _____ during the calendar year, second Tuesday of the month, from 3:00 p.m. until 5:00 p.m.”

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

C. Bids from Consultants to update our Five Year Strategic Plan. Letters were sent out to four Consultants. Only one was received and is interested in doing the job. Michael Dean was not interested. Rosalie Escamilla’s bid will be available for all to read.

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

VIII. New Business:

A. The Board of Supervisors and CSS shall approve membership annually in January. Dorothy will submit the request to get on the BOS agenda to approve membership.

B. New Membership applications?

Approval: Motion: _____ Second: _____ Yes: ___ No: ___ Abs: ___

V. Adjournment