



Special Commission Meeting Minutes
August 21, 2009 * 8-8:30 AM * First 5 Office, 568 W. Line Street, Bishop

1. Call to Order, Establish Quorum, Public Comment

Chair and Commissioner Cash called the meeting to order at 8:04 AM. Present were Commissioners Harrison, Santos, and Arcularius, and staff member Jody Veenker. Commissioners Turner and Benson joined near the end of the meeting at 8:32 AM

2. RFP Changes and Additions

The Commission discussed any necessary changes or additions to the RFP document, aside from County Counsel's review and recommendations, which will be incorporated once they are received. Commissioners discussed the merits of the sample scope of work and fiscal reports, and wanted to be sure that the new clause 4 under Project Requirements makes it clear that the included contracts and reporting tools are samples that the Commission reserves the right to change. They also asked that the incorrect abbreviation CO be changes to reflect the widely accepted CBO, and that *Community-Based Organization* be spelled out the first time it appears.

- *A motion to approve the RFP with the discussed changes and with County Counsel's edit was made by Commissioner Harrison. Commissioner Arcularius seconded the motion, and it passed 4-0 in favor, since Commissioners Turner and Benson were not yet in attendance to vote.*

3. Staff Update

A written report updating Commissioners on Healthy Families, the First 5 CA Health Van, Reach Out & Read, Transitions, and our upcoming Audit was distributed to all commissioners.

4. Commissioner Updates

Commissioners discussed Auditor Neeley's request to speak with a Commissioner regarding the audit procedures after the next audit. Commissioners Turner and Benson arrived to share that interviews for the 3 candidates for the director's position are being scheduled now. Commissioner Arcularius will help with the process. The next Commission meeting is scheduled for 8:15 at Alta One on Thursday September 3rd, and Commissioner Cash will speak with Neeley regarding the audit afterward.

