



Humboldt County Children and Families Commission

<http://first5humboldt.org/>

Fiscal & Evaluation Committee Agenda

Agenda en español disponible [aquí](#).

Time: Wednesday September 4th, 2024 11:30 AM Pacific Time (US and Canada)

Microsoft Teams

Meeting ID: 244 945 680 853

Passcode: 69k8zQ

The Fiscal & Evaluation Committee advises the Commission on fiscal planning, budgeting, expenditures, and fiscal policies as well as the effectiveness of First 5 Humboldt's work. The Committee reviews our evaluation framework, annual data from program surveys, and provides feedback on how we can be most effective in achieving our Strategic Plan goals.

We acknowledge that the First 5 Humboldt office is located on land within unceded Wiyot territory. We honor the Wiyot people who came before us, the community that is with us now, and the future Wiyot people. First 5 Humboldt serves the areas that are the traditional, ancestral, and present homelands of several indigenous nations, including the Hupa, Karuk, Mattole, Wailaki, and Yurok that make up Humboldt County. We encourage direct giving to Tribes and Native-led efforts, including the Wiyot Tribe honor tax.

I. Welcome and Introductions

Any member of the Committee who has a conflict of interest with any agenda item is asked at this time to notify the Committee of his or her conflict and affirm that he or she has not discussed the item with any First 5 staff, fellow committee members or commissioners. Announcing conflicts at this time will help the Chair announce Committee member recusal for specific agenda items so that it can be noted in the minutes.

II. Public Comments and Announcements

III. Discussion Item: Strategic Plan (30 minutes)

Reference: Consultants from CCRP will lead a discussion on the strategic plan update.

[Agenda](#)

IV. Approval of the Minutes

Reference: The committee will review and approve the minutes of the previous meetings of the [Fiscal Committee](#) and [Evaluation Committee](#).

V. Action Item: Appoint Committee Chair (10 minutes)

Reference: The committee will appoint a chair of the newly combined Fiscal & Evaluation Committee.

VI. Action Item: [Signature Authority Policy](#) (10 minutes)

Reference: Executive Director will present an updated Signature Authority Policy for the committee to recommend to the Commission for Approval.

VII. Information Item: Playgroup Workgroup (5 minutes)

Reference: Executive Director will update the committee on the playgroup workgroup and discuss committee involvement in playgroup planning.

VIII. Discussion Item: Playgroup and Library Surveys (20 minutes)

Reference: Programs Analyst will present drafts of both the Playgroup and Library surveys for committee review and input.

[Playgroup Survey](#)

[Library Survey](#)

IX. Information Item: Fiscal Year-End Updates (10 minutes)

Reference: Associate Director and Programs will share updates on FY 24 expenditures, Audit progress, and the status of the Local Evaluation and Community Reports.

[FY 24 Expenditures](#)

X. Information Item: Evaluation Calendar (5 minutes)

Reference: Program Analyst will share the annual evaluation calendar for committee review.

Next Regular Fiscal & Evaluation Committee Meeting: November 6th, 2024

Any person who wishes to request the agenda or other meeting materials be mailed to them or who requests this agenda in an alternative format, requires translation services, or needs any disability-related modification or accommodation, including auxiliary aids or services which would enable that person to participate in the meeting should make that request to firstshumboldt@co.humboldt.ca.us at least seven (7) days prior to the meeting date. The in-person meeting is typically held in a conference room that is wheel-chair accessible and disabled parking is available in the parking lot immediately adjacent to our location.