



**Executive Committee Meeting  
AGENDA**

**Monday, December 11, 2023 ~ 5:00-6:00 PM  
4005 Port Chicago Highway, Suite 120, Concord, CA 94520**

The Executive Committee meeting will be accessible in-person, and via virtual webinar to all members of the public. Persons who wish to address the Committee members during public comment or with respect to an item on the agenda may call in during the meeting by dialing 669-444-9171 or 669-900-6833 or use the “raise your hand” feature in the Zoom app. The Committee Chair may reduce or eliminate the amount of time allotted to read comments at the beginning of each item or public comment period depending on the number of comments and the business of the day. Your patience is appreciated

**Virtual Meeting Information:**

<https://us02web.zoom.us/j/84316038459?pwd=b1hqcvUzL3RnSWZaa2F1dzFBUHdwdz09>

**Meeting ID: 843 1603 8459  
Passcode: 463650**

- 1.0 Convene and call to order
- 2.0 Public Comment
- 3.0 Receive the Overview Presentation of Fiscal Year 2022-2023 Financial Audit
- 4.0 Approve the Minutes of the Executive Committee Meeting of October 30, 2023 Action
- 5.0 **CONSIDER accepting the report on significant program, financial or contracts matters, and on any personnel matters relating to Commission staff.** Discussion
  - 5.1 Receive updates from the Finance and Operations Director
  - 5.2 Receive updates from the Deputy Director
  - 5.3 Receive updates from the PSE Director
  - 5.4 Receive updates from the HR Manager
- 6.0 **REVIEW agenda items for upcoming Commission Committee Meetings** Discussion
- 7.0 Communications
- 8.0 Adjourn

The public may comment on any agenda item or any item of public interest within the jurisdiction of the First 5 Contra Costa Children and Families Commission. In accordance with the Brown Act, if a member of the public addresses an item not on the posted agenda, no response, discussion, or action on the item may occur.

The First 5 Contra Costa Children and Families Commission will provide reasonable accommodations for persons with disabilities planning to participate in Commission meetings who contact the Commission’s offices, at least 48 hours before the meeting, at (925) 771-7300.

Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the First 5 Contra Costa Children and Families Commission to a majority of members of the First 5 Contra Costa Children and Families Commission less than 96 hours prior to that meeting are available for public inspection at 1485 Civic Court, Suite 1200, Concord, CA 94520 during normal business hours.

In consideration of those who may suffer from chemical sensitivities and may have allergic reactions to heavy scents, First 5 Contra Costa requests that staff and visitors refrain from wearing perfume, cologne, or the use of strongly scented products in the work place. We thank you for your consideration of others.