SUBJECT:
Approve Resolution No. 2020-05 ratifying specified acts taken by the Executive Director during the declared state and local COVID-19 public health emergency.

RECOMMENDATION:
Approve Resolution No. 2020-05 by a roll call vote at the July 9, 2020 Board meeting.

BACKGROUND:
After consulting with First 5 LA’s Chair, Vice Chair, and legal counsel, on March 17, 2020 Executive Director Kim Belshé communicated to the Board of Commissioners her need to take emergency actions in order to protect the health and well-being of First 5 LA employees and our external contractor and grantee partners. In this communication, Executive Director Belshé outlined eight areas of actions needed to maintain critical functions, including authority to:

1. Waive the Governance Guidelines related to Board sequencing and approval of items
2. Exercise emergency provisions provided in our existing procurement policy
3. Extend contracts scheduled to expire by 6/30/20 for up to 90 additional days, with expected Board action by 9/30/20 on those contracts recommended for renewal
4. Continue to pay invoices and contracted amounts as they come due, even if work associated with those invoices is different than originally anticipated
5. Purchase necessary goods and services needed in response to COVID-19...including entering into strategic partnerships with partners focused on a COVID-19 response, in some cases in excess of the Board-delegated authority of $75,000 but no greater than $150,000
6. Assure conference organizers with whom F5LA has a paid sponsorship agreement that F5LA will not seek return of funds if the event has been or will be cancelled
7. Affirm the mid-year FY19/20 budget adjustment recommendations brought to the March meetings of the Finance Committee and the Board as approved for the remainder of the current budget year and for purposes of the FY20/21 budget development, and
8. Adjust F5LA’s employee personnel policies and implementation of these policies, including paid time off, as deemed necessary.

In exercising these authorities, the Executive Director also communicated her intent to disclose these actions to the Board and to seek ratification by the Board at the next regular Board meeting. This action occurred at May Board meeting in compliance with the requirements set forth in that communication. Since that date, this memo, Resolution No. 2020-05, and the accompanying exhibit continue to keep the Board apprised of emergency actions taken since the last meeting of the Board.

Attachments:
- Board Resolution No. 2020-05
- Exhibit A — List of F5LA Actions Related to Management of Covid-19