



**ADMINISTRATION/FINANCE COMMITTEE
AGENDA**

Friday, March 4, 2016

9:30 am – 11:30 am
First 5 Ventura County
2580 East Main St., Suite 203
Ventura, CA 93003

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| I. Call to Order/Welcome/Introductions | Stenslie/Mantooth |
| II. Approval of Minutes from January 11, 2016 | Stenslie/Mantooth |
| III. Approval of Agenda | Stenslie/Mantooth |
| IV. Public Comments | Stenslie/Mantooth |

The following items will be reviewed and discussed by the Committee for appropriate action.

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| V. Review of Financial Statements as of December 31, 2015 | Johnson |
| VI. Recommendation to Update Policy for Budget Management | Johnson |
| VII. Recommendation to Update Fixed Asset Policy & Contract Language | Johnson |
| VIII. Recommendation to Update Boilerplate Contract & Implement Provisions for Multi-Year Contracting for FY 2016/17 | Johnson |
| IX. Update on Commission Activities | Harrison |
| X. New Business/ Miscellaneous | Stenslie/Mantooth |
| XI. Closure | Stenslie/Mantooth |
| XII. Next Meeting: <u>Friday, April 1, 2016</u>, 9:30 am – 11:30 am at First 5 Ventura County | |

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Kathy Rangel, Commission Executive Assistant at 648-9990 or via the California Relay Service. Reasonable advance notification of the need for accommodation prior to the meeting (48 hours advance notice is preferable) will enable us to make reasonable arrangements to ensure accessibility to this meeting.