



COMMISSION MEETING

May 21, 2015
1:00 p.m. – 3:00 p.m.

County Office of Education
5100 Adolfo Dr.
Camarillo

OPENING

1. Welcome and Introductions – Chair Stenslie
2. Approval of Minutes from March 19, 2015 Regular Commission and Special Commission Meetings
3. Agenda Approval and Review of Commission Packets
4. Public Comments/Correspondence
(Speaker request forms should be completed and submitted within 15 minutes after opening call to order. Public correspondence will be received.)

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

CONSENT AGENDA

Consent Agenda Item 5: Review and approve unless an item is pulled for separate action by the Commission and moved to the Regular Agenda for consideration. Consent items are to be routine and non-controversial. All items are approved as recommended without discussion.

5. Receive and File the First 5 Ventura County Financial Reports as of March 31, 2015

REGULAR AGENDA

6. Report of Committees
 - a. Administration and Finance Committee – Commissioner Stenslie, Commissioner Mantooh, Commission Dominguez
 - (1.) Recommendation to adopt proposed budget for Fiscal Year 2015-16
(Recommended action is to adopt operating budgets for Fiscal Year 2015-16.)

- (2.) Recommendation to update administrative cost policy and maintain targeted administrative cap at 5.5% of total operating budget for FY 2015-16
(Recommended action approves updates to the administrative cost policy and maintains targeted administrative cap at 5.5%, following the annual review of the Commission’s policy limiting the percentage of the Commission’s budget that may be spent on administrative functions, in compliance with legislative requirements.)
- (3.) Recommendation to approve updated financial plan, FY 2014-21, in compliance with Health and Safety Code Section 130151
(The Commission will approve and adopt an updated financial plan.)
- (4.) Recommendation to update procurement policies and procedures
(Recommended action will revise procurement policies for contracts that receive federal funds.)
- (5.) Progress Report

- 7. Recommendation to receive up to \$311,875 in First 5 California CSP 1 Extension funding – Petra Puls**
(Recommended action would grant authority to the Executive Director to enter into a contract with First 5 California to receive up to \$311,875 in Child Signature Program (CSP) 1 Extension funds for a one year period, from July 1, 2015 through June 30, 2016, to support First 5 Ventura County Quality Rating and Improvement System (QRIS) efforts.)
- 8. Recommendation to Approve Revised FY 2015-16 Funding Allocation for Ventura County Office of Education (VCOE) for Quality Rating and Improvement System (QRIS) – Petra Puls**
(Recommended action would approve a revised FY 2015-16 allocation for the Ventura County Office of Education for implementing the QRIS Program and authorizes the Executive Director to enter into a contract with the Ventura County Office of Education, from July 1, 2015 through June 30, 2016, in an amount not to exceed \$973,144. No new allocation of funds would be required.)
- 9. Recommendation to grant authority to Executive Director to enter into a fixed asset contract with the Hueneme School District for a preschool facility – Petra Puls**
(Recommended action would grant authority to the Executive Director to enter into a fixed asset contract with the Hueneme School District to purchase and install a portable building at Bard Elementary school for preschool classrooms, for an amount not to exceed \$272,773. No new allocations would be required as the recommended action would redirect funding from the current FY 2014-15 and FY 2015-16 Hueneme/South Oxnard Neighborhood for Learning contracts.)
- 10. Recommendation to grant authority to Executive Director to Continue Contract with Economic Development Collaborative - Ventura County to Manage and Implement the Community Investment Loan Fund – Petra Puls**
(Recommended action would grant authority to the Executive Director to continue to contract with the Economic Development Collaborative - Ventura County (EDC-VC) to administer and implement the Community Investment Loan Fund for FY 2015-16, not to exceed \$27,325. The contract amount would provide funds for EDC-VC to issue up to \$700,000 in loans to eligible Community Investment Loan Fund applicants under the previously approved loan guidelines.)

11. Recommendation to Release Draft Strategic Plan for Public Input – Claudia Harrison

(Recommended action would approve draft five year strategic plan for FY 2015-2020 (impacting funding years FY 2016-2021) and authorize release for public input and comment through a series of public forums.)

12. Report from Executive Director – Claudia Harrison

- (a) Report on Administrative Operations
- (b) Update on Commission Initiatives
- (c) Update on Statewide First 5 Activities

13. Commission Member Comments

(Government Code Section 54954.2(a) states: “No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3. In addition, on their own initiative or in response to questions posed by the public a member of a legislative body or its staff may ask a question for clarification, make a brief announcement, or make a brief report on his or her own activities. Furthermore, a member of a legislative body, or the body itself, subject to rules or procedures of the legislative body, may provide a reference to staff or other resources for factual information, request staff to report back to the body at a subsequent meeting concerning any matter, or take action to direct staff to place a matter of business on a future agenda.”)

14. Next Meeting:

Thursday, June 18, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

15. Future Meetings

Thursday, July 16, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, August 20, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

** Thursday, September 17, 2015, Ventura County Community Foundation, 4001 Mission Oaks Blvd., Ste. A, Camarillo *(This meeting will start at 1:30pm)*

Thursday, October 15, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, November 19, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, December 17, 2015, County Office of Education, 5100 Adolfo Dr., Camarillo

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Kathy Rangel 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.