

**FIRST 5 VENTURA COUNTY  
COMMISSION MEETING  
MINUTES**

**September 17, 2015**

Commissioners Present: Bruce Stenslie, Dr. Michael Gollub, Kathy Long, Barbara Marquez-O'Neill, Dr. Bob Levin, Barry Zimmerman, Dr. Carola Matera, Dr. Cesar Morales

Excused Absence: Stan Mantooth

Staff Present: Claudia Harrison, Kathy Rangel, Deanna Handel, Nani Oesterle, Sam McCoy, Heather Hanna, Diana Arellano, Robin Godfrey

Public Present: Nancy Kreiselmeier, Cindy Reed

**1. Welcome**

Chair Stenslie opened the meeting at 2:05 p.m.

**2. Welcome New Commissioners Appointed by the Ventura County Board of Supervisors**

Chair Stenslie welcomed new commissioners appointed by the Ventura County Board of Supervisors, introducing Dr. Carola Matera, Assistant Professor in Early Childhood Studies at CSU Channel Islands, recommended by the Local Planning Council, Dr. Cesar Morales, Superintendent of Oxnard Elementary Schools, recommended by Supervisor Zaragoza and Barry Zimmerman, Director of the Human Services Agency, recommended by County CEO Michael Powers. Each Commissioner expressed that it is a delight to be involved with First 5 and they look forward to making a difference in the lives of children. The new Commissioners signed the oath of office.

**3. Approval of Minutes from August 20, 2015**

**A motion was made by Commissioner Long, seconded by Commissioner Gollub, to approve the minutes from the August 20, 2015 Commission meeting. The motion passed unanimously.**

**4. Agenda Approval and Review of Commission Packets**

**A motion was made by Commissioner Matera, seconded by Commissioner Marquez-O'Neill, to approve the agenda. The motion passed unanimously.**

**5. Public Comments/Correspondence**

There was no public comment.

## **6. Presentation: Reflections from Parent Leadership Training**

Robin Godfrey introduced Myrna Moreno to present highlights from the Parent Leadership Training and the Train the Trainer courses. Myrna provided background on herself and her family. She discussed her accomplishments as president of the Parent and Teacher Committee at Parkview Preschool and her work with the Parkview Elementary school counselor to build a parent support group. She commented on her recognition for participation in the Triple P program, how she established a women's health and fitness motivational support group and her trainer certification through the Leaders for Change program in Sacramento, all while being a wife and full-time mother. She discussed how her involvement with the Port Hueneme/South Oxnard Neighborhood for Learning (NfL) helped spark a desire to make an impact in the community and how Gloria Valdez, NfL Director, suggested that she be a candidate for the Parent Leadership training program. She shared her positive experiences with the training and how an additional invite to Sacramento came from First 5 staff to become a certified trainer. She explained the family support system and the parental role changes that took place while she was away, as her husband had to take time from work to care for their children. She discussed the huge support team she has gained during her participation in the certification program and how she still utilizes this support system in her current endeavors. She stated that the Leaders for Change program has given her more self-confidence to make changes in her community and has increased her communication skills. She shared how she saw an opportunity to address a gap in the community by establishing information playdates for local parents to help guide them through the preschool and educational enrollments. She explained how she utilized many of the learnings taken from the both the Parent Leadership and Train the Trainer programs that range from research and development of the playdate sessions to creating and distributing her own surveys for feedback.

The Commissioners commended her on her accomplishments and how she is an exemplary role model to her children and her community.

## **REGULAR AGENDA**

### **7. Recommendation to increase FY 2015-16 contract with Landon Pediatric Foundation for Help Me Grow and to extend contract terms**

Claudia Harrison stated that the Commission has contracted with the Landon Pediatric Foundation to implement Help Me Grow (HMG) Ventura since July 2014. Supported by Race to the Top Early Learning Challenge Grant (RTT-ELC) funds, the current FY 2015-16 contract in the amount of \$50,000 is slated to end on December 31, 2015. She reported that there are realized savings from the FY 2014-15 RTT-ELC funded programs and activities and that the grant guidelines allow the use of rollover funds. Staff is in the process of submitting a revised budget to the California Department of Education for the RTT-ELC unspent funds.

**A motion was made by Commissioner Gollub, seconded by Commissioner Matera, to authorize the Executive Director to increase the current contract with the Landon Pediatric Foundation by \$50,000 for the Help Me Grow program and to extend the current contract term through June 30, 2016. The total contract would be for an amount not to exceed**

**\$100,000 for July 1, 2015 through June 30, 2016, subject to final approval of budget amendment from state and federal funders. No new allocation of funds would be required as the increase is supported by prior year unspent federal grant funds. The motion passed with Commissioner Levin and Commissioner Long abstaining.**

**8. Recommendation to increase FY 2015-16 contract with the Ventura County Office of Education (VCOE) for the Quality Rating and Improvement System (QRIS) Program**

Claudia Harrison provided a brief overview of the quality rating and improvement system (QRIS) program which utilizes local First 5, First 5 California Child Signature Program, and federal Race to the Top-Early Learning Challenge (RTT-ELC) grant funding streams. Claudia commented that in FY 2014-15, participating programs did not fully utilize all budgeted quality improvement incentives which resulted in unspent federal funds with savings also realized from First 5 Ventura County budgeted expenditures. As RTT-ELC grant guidelines allow the use of rollover funds, staff is in the process of submitting a revised budget to the California Department of Education for the use of the unspent funds. She indicated that the total additional funding available for the FY 2015-16 QRIS contract with VCOE includes \$111,850 of prior year unspent RTT-ELC grant funds and an additional allocation of \$3,220 from First 5 California for a total of \$115,070. The additional funding will support training, technical assistance and quality enhancements for participating QRIS sites.

**A motion was made by Commissioner Long, seconded by Commissioner Marquez-O’Neill, to authorize the Executive Director to increase FY 2015-16 contract with VCOE in an amount up to \$115,070 for implementing the QRIS Program. The total contract would be for an amount not to exceed \$1,088,214 for July 1, 2015 through June 30, 2016, subject to final approval of budget amendment from state and federal funders. No new allocation of funds would be required as the increase is supported by prior year unspent federal grant funds and an increased allocation from First 5 California. The motion carried with Commissioner Morales abstaining.**

**9. Report from Executive Director**

Claudia Harrison provided an update on administrative operations, noting that work has begun on a proposed strategic implementation plan to guide annual funding decisions. She reported that the Annual Audit is underway for FY 2014-15. She provided an update on Commission initiatives with an overview of NfL activities. In the area of countywide strategies, she highlighted the outreach work of MICOP (Mixteco/Indígena Community Organizing Project) promotores. She reported on continued progress with the 2-1-1 Resource and Referral Line, noting that 3,567 callers with a child under 5 (including 363 pregnant women) were served last year. She provided an update on the Preschool ECE Stipend Project, commenting that 123 stipends were awarded in FY 2014-15 with 5 teachers earning their bachelor's degree and 7 teachers earning an associate's degree.

Claudia continued her overview with County, Regional and National updates. She reported on the Commission's work with Gold Coast Health Plan to identify opportunities for common screenings and referral, and for shared outreach/dissemination of information. She briefed the Commission on legislative updates and on EC-LINC's announcement to support 'research to action' projects. She concluded her report with highlights of provider anecdotes and an overview of upcoming events.

#### **10. Performance Review of Employee**

The Commission went into closed session to discuss the performance evaluation of the Executive Director.

#### **11. Discussion and Consideration of Changes to Executive Director's Objectives, Performance Goals and Compensation for Fiscal Year 2015-16**

The Commission returned to open session.

Chair Stenslie stated that the Commission suggested an additional goal of building on opportunities to engage people with special talents. He stated that the Commission would like to revisit the goals in their entirety at the next meeting to familiarize the new Commissioners with the concepts.

**A motion was made by Commissioner Gollub, and seconded by Commissioner Marquez-O'Neill, to approve the Executive Director's objectives, performance goals for FY 2015-16 in concept. The motion passed unanimously.**

The Commissioners discussed the performance evaluation. Commission Levin asked if there were any implications if the Commission increased the contribution to retirement. Chair Stenslie stated that he will work with staff through the Administration and Finance Committee to research the impact of retirement contributions and potential tax consequences.

**A motion was made by Commissioner Levin, seconded by Commissioner Gollub, to approve compensation of a 7% salary increase for the Executive Director effective July 1, 2015. The motion passed unanimously.**

#### **12. Next Meeting:**

The next meeting will be held on Thursday, October 15, 2015, at the County Office of Education, at 5100 Adolfo Dr., in Camarillo.

The meeting was adjourned at 3:45 p.m.