

**FIRST 5 VENTURA COUNTY
COMMISSION MEETING
MINUTES**

March 19, 2015

Commissioners Present: Bruce Stenslie, Reyna Dominguez, Michael Gollub, Ida Hatfield, Barbara Marquez-O'Neill, Bob Levin

Excused Absence: Kathy Long, Stan Mantooth, Meloney Roy

Staff Present: Claudia Harrison, Kathy Rangel, Deanna Handel, Jennifer Johnson, Petra Puls, Robin Godfrey, John Anderson, Heather Hanna, Sam McCoy

Public Present: Cathy Puccetti, Linda Bays, Dawn Anderson, Mary Linn Daehlin, Rafaela Frausto

OPENING

1. Welcome

Chair Stenslie opened the meeting at 1:10 p.m.

2. Approval of Minutes from February 19, 2015

A motion was made by Commissioner Gollub, seconded by Commissioner Hatfield, to approve the minutes from the February 19, 2015 Commission meeting.

3. Agenda Approval and Review of Commission Packets

Claudia Harrison provided an overview of the supplemental packet.

A motion was made by Commissioner Hatfield, seconded by Commissioner Gollub, to approve the agenda. The motion passed unanimously.

4. Public Comments/Correspondence

Dawn Anderson provided public comment on behalf of the Ventura County Office of Education (VCOE) and commented that VCOE is re-applying for a Tobacco Use Prevention grant. She distributed a community survey which will serve as a needs assessment to identify areas of education for the county's youth.

5. Presentation: Systems Change for Children Ages 0-5 in Child Welfare

Deanna Handel introduced Cathy De La Torre Martinez, of the Quality Improvement Division, Ventura County Human Services Agency (HSA), to present impactful changes and new initiatives within the foster care system. Deanna noted that Cathy is filling in for Judy Webber, due to illness. Deanna stated that children ages 0-5 represent the largest and most important population

in the child welfare system since young children experience abuse and neglect at higher rates than children of other ages. She stated that First 5 was inspired by a few counties across the state which were able to create significant change by bringing developmental and trauma focused perspectives, focusing not just on safety and permanency, but also child well-being. Deanna turned the presentation over to Cathy De La Torre Martinez.

Cathy De La Torre Martinez reviewed the action plan for the child welfare system and highlighted their top priorities: focus on professional development for staff; integrate new practices concerning mental health services for children 0-5; and, policy development that targets the 0-5 population. She reviewed data that showed 9,231 referrals were received in one year for alleged child abuse or neglect, with general child neglect being the most recurring allegation. She went on to review the professional development component which is inclusive of the five protective factors and trauma-informed practices. She discussed how mental health services are integrated into standards of care along with mapping of available services in support of increased referrals. She highlighted changes in policies to integrate the five protective factors into practice and to also identify practice areas which have an impact on the permanency and well-being of children ages 0-5. She concluded her report by reviewing the priorities of the Child Welfare Department, which include protecting children by strengthening families, working from a core practice model, aligning department structures and supports, and continuous quality improvement.

Commissioner Dominguez requested data broken out by ethnicity and age range. She also asked for data on placement of sibling groups along with data on children placed out of Ventura County. Commissioner Hatfield asked about the caseload per social worker. Cathy De La Torres Martinez noted that caseloads can vary due to the caseworker's capacity and experience. Commissioner Hatfield asked if there are workers whose specialization is early childhood education. Cathy De La Torres Martinez stated that there are a few caseworkers with an early childhood background, but there is a range of specializations. Commissioner Marquez-O'Neill asked for data that would show concentrations of cases within county zip codes. Claudia commented that staff will work with HSA to bring the requested data back to the Commission.

CONSENT AGENDA

- 6. Receive and File the First 5 Ventura County Financial Reports as of January 31, 2015**
- 7. Recommendation to Grant Authority to the Executive Director to Enter into a Contract with Persimmony for a Program Management and Evaluation Software System**

A motion was made by Commissioner Hatfield, seconded by Commissioner Levin, to approve the consent agenda. The motion passed unanimously.

REGULAR AGENDA

- 8. Public Hearing on the First 5 California (State Commission) Annual Report for FY 2013-14**

Claudia Harrison briefed the Commission on First 5 California's Annual Report with goals and highlights from Fiscal Year 2013-14. She referred to the introductory letter that presented a brief

overview of state, national and federal initiatives to help advance the well-being of children 0-5. She reported on the State Commission's newly adopted strategic plan and stated that we are awaiting the implementation plan.

She reported that State Commission revenues totaled \$86.1 million for the fiscal year and noted that the State audit was free of any negative findings. She referred to the State Controller's audit oversight report of counties' audits for FY 2012-13 and noted that there were no findings significant enough to withhold funding. Most of the findings related to language changes, likely due to constantly changing auditing standards.

She reviewed the State Commission's result areas and mentioned that First 5 Ventura County services largely mirror those across the state, although Ventura County implements services in a slightly different way. Claudia presented an overview of First 5 California programs, including the Child Signature Program, which showcased First 5 Ventura County's partnerships with the Ventura County Office of Education and Help Me Grow, highlighting work in training and developmental screenings along with innovative strategies for supporting teachers pursuing higher education degrees. She commented on Ventura County's participation in the Statewide Screening Collaborative and the Race to the Top Early-Learning Challenge grant, noting First 5 Ventura County's role as a mentor for other counties. She mentioned the Educare program and Parent Signature Program and reported that 4.5 million Kits for New Parents have been distributed since the program's inception. Claudia walked the Commission through the State's Teacher Effectiveness focus with highlights of the CARES Plus program. She concluded her overview with a reference to the First 5 County Regional Highlights and best practices.

Chair Stenslie opened the public hearing on the First 5 California Annual Report for Fiscal Year 2013-14. There were no public comments. Chair Stenslie closed the public hearing.

A motion was made by Commissioner Marquez-O'Neill, seconded by Commissioner Dominguez, to receive and file the First 5 California Annual Report for Fiscal Year 2013-14. The motion carried unanimously.

9. Report of Committees

a. Administration and Finance Committee

- 1) Presentation of Single Audit Report for FY 2013-14, in compliance with OMB Circular A-133

Chair Stenslie commented on the federal requirement for the single audit mandated by OMB Circular A-133 for federal expenditures exceeding \$500,000 in FY 2013-14. He commented that the auditors have issued a clean or unmodified opinion with two minor findings. He turned the report over to Jennifer Johnson to explain the details of those findings.

Jennifer reviewed the two findings which had been previously discussed with the Committee: 1) documentation of personnel time for a federal program and, 2) determination at the time of contracting whether it is a "vendor" or "subrecipient" per OMB Circular A-133. Jennifer stated that staff is currently updating all procurement

policies and procedures to address this finding, which will be brought forward to the next Committee meeting and subsequently to the Commission for approval and adoption. A new payroll procedure has been developed to address the first finding. She stated the report will be submitted to the federal government by the due date of March 30, 2015.

A motion was made by Commissioner Hatfield, seconded by Commissioner Levin, to receive and file the Federal Single Audit which is required when federal expenditures exceed \$500,000 in a fiscal year. The motion carried unanimously.

b. Joint Committee

1) Progress Report

Commissioner Hatfield provided a report from the All-Committee Meeting held in March. She reported that staff shared First 5 Ventura County's FY 2013-14 Annual Accountability Report with Committee members and presented all strategic planning documents to date. She commented that the members present were very engaged and supportive of the proposed direction. She noted there was discussion about specific issues impacting children 0-5 and their families, such as homelessness, and the value of partnerships with other entities addressing the same topic or issue.

10. Recommendation to allocate \$10,000 for oral health restorative treatment services

Sam McCoy reported that the Commission contracts for oral health treatment services with Clinicas del Camino Real in the amount of \$60,000 and Santa Barbara-Ventura Counties (SBVC) Dental Care Foundation in the amount of \$130,000. An additional \$20,000 was allocated for treatment services through Clinicas for FY 2014-15. He stated that a review of mid-year expenditures and projections indicate that Clinicas will not be able to utilize the remaining \$20,000 of funding. He spoke of the unmet need for restorative treatment services.

A motion was made by Commissioner Marquez-O'Neill, seconded by Commissioner Levin, to grant authority to the Executive Director to increase the FY 2014-15 contract amount for the Santa Barbara-Ventura Counties Dental Foundation by \$10,000 for restorative treatment services, in accordance with the current need for oral health treatment services and provider capacity to deliver services by June 30, 2015. No new allocation of funds is required as funding was previously allocated under oral health treatment services. The motion carried unanimously.

11. Recommendation to allocate \$10,000 for oral health prevention services

Sam McCoy stated that in addition to the Commission's contracts for oral health treatment services, oral health prevention services (fluoride varnish applications) have been contracted through Ventura County Public Health for services in a medical setting and with Santa Barbara-Ventura Counties Dental Care Foundation for services with dental providers, in the amount of \$60,000 for each contract. He referenced the prior recommendation, stating that a portion of the funding allocated for treatment services through Clinicas for FY 2014-15 will not be utilized. He reported that the fluoride varnish program for medical providers, administered by the Child Health and Disability Prevention (CHDP) program at Ventura County Public Health, has the opportunity

to expand their outreach efforts to more private medical providers and further promote fluoride varnish applications during regular well-child visits.

A motion was made by Commissioner Hatfield, seconded by Commissioner Dominguez, to grant authority to the Executive Director to increase the FY 2014-15 contract amount for Ventura County Public Health by \$10,000 to expand existing efforts to promote fluoride varnish applications in a medical setting, with a focus on private providers. No new allocation of funds is required as funding was previously allocated under oral health treatment services. The motion passed with Commissioner Levin abstaining.

12. Report from Executive Director

Claudia Harrison referred to her written report and began with an update on Administrative Operations. She reported that contract renewal instructions have been sent to funded partners and all contracts are scheduled to be fully executed by June 30, 2015. She stated that the annual program audits for internal fiscal review of expenditures for FY 2013-14 have begun. She reported on the analysis of the parent and community partner surveys for strategic planning and stated that the results are available on the Commission's website. She highlighted that results for both parents and community partners affirmed the importance of preschool, developmental screening, early literacy, parent education and dental treatment. She provided an update on Commission Initiatives, highlighting on-going activities at Neighborhoods for Learning. She reported on continued progress with developmental screenings and Train the Trainer sessions through Help Me Grow and Ventura County Public Health. She reviewed several professional development opportunities currently underway for funded partners with the Zero to Three: Early Brain Development Training, NFL Directors Leadership training series, and training and support for PACT Teachers.

Claudia reported on the launch of the point-in-time parent survey as part of the Commission's new evaluation framework. She noted that the survey will be administered over the course of a full month beginning mid-April, with outreach to parents who have participated in services during the current fiscal year. She concluded her overview of Commission initiatives with an update on the Parent Services Project that will be providing a Training-of-Trainers session for agency staff and parent teams who have previously participated in the Leaders for Change training.

Claudia continued her report with County, Regional and National Updates. She announced that First 5 staff and Ventura County Human Services Agency staff are organizing a team to participate in Project ABC, hosted by the Children's Institute in Los Angeles, to help communities and individuals work more effectively in support of young children and families involved in, or at risk of involvement, in the child welfare system. She highlighted the Ventura County Children's Oral Health Collaborative work with local medical residency programs to include oral health education in their training curriculum. She discussed the State Commission's new IMPACT initiative which will be based on the 5-tiered Quality Rating and Improvement System matrix with a focus on a coordinated state and local early childhood development and learning system. She concluded her report with an update on upcoming events and an overview of provider anecdotes.

13. Commission Member Comments

There were no comments from Commissioners.

13. Next Meeting:

The next meeting will be held on Thursday, April 16, 2015, at the County Office of Education, on 5100 Adolfo Dr., in Camarillo. (The meeting was subsequently cancelled.)

The meeting was adjourned at 2:32 p.m.