



## COMMISSION MEETING

February 20, 2014  
1:00 p.m. – 3:00 p.m.

Ventura County Office of Education  
5100 Adolfo Dr.  
Camarillo

### OPENING

1. Welcome and Introductions – Chair Dominguez
2. Seating of the New Chair and Vice Chair
3. Approval of Minutes from December 19, 2013
4. Agenda Approval and Review of Commission Packets
5. 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 Items 6 and 7: 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.

6. Receive and File the First 5 Ventura County Financial Reports as of December 31, 2013
7. Ratification of Committees  
*(In accordance with the Commission by-laws, all committee appointments are made by the Chair of each Committee, subject to ratification by the Commission.)*

### REGULAR AGENDA

8. Report of Committees
  - a. Administration and Finance Committee – Commissioner Stenslie, Commissioner Mantooth and Commissioner Dominguez
    - (1.) Recommendation to approve updated Employee Handbook  
*(The Commission will consider updates to the Employee Handbook.)*

- (2.) Recommendation to approve adjustment to Commission salary schedules  
*(The Commission will review salary data from comparable organizations and consider adopting a new salary schedule.)*

- (3.) Progress Report

**9. Review of Key Recommendations and Findings from the First 5 Ventura County Annual Evaluation Report, Fiscal Year 2012-13 – Claudia Harrison**

*(The Commission will receive a staff presentation to review and discuss key findings and recommendations from the FY 2012-13 annual evaluation report.)*

**10. Review and Discussion of Evaluation Framework for FY 2013-14 – Claudia Harrison**

*(The Commission will consider enhancements to the FY 2013-14 evaluation framework and communication of results.)*

**11. Report from Executive Director – Claudia Harrison**

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

**12. 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.”)*

**13. Next Meeting:**

Thursday, March 20, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

**14. Future Meetings**

Thursday, April 17, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, May 22, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, June 19, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, July 17, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, August 21, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, September 18, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

*(Please note this meeting will start at 1:30 p.m.)*

Thursday, October 16, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, November 20, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, December 18, 2014, 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.**