



COMMISSION MEETING

September 18, 2014
1:30 p.m. – 3:30 p.m.

Ventura County Office of Education
5100 Adolfo Dr.
Camarillo

(PLEASE NOTE 1:30 Start Time)

OPENING

1. **Welcome and Introductions – Chair Dominguez**
2. **Approval of Minutes from July 17, 2014**
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.)
5. **Presentation: Highlights of Oak Park Neighborhood for Learning (NfL) Programming – Kim Gregorchuk, Program Director, Oak Park NfL (10 minutes)**
6. **Presentation: Highlights of Ocean View Neighborhood for Learning (NfL) Programming – Denise Adams, Program Director, Ocean View NfL (10 minutes)**

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

REGULAR AGENDA

7. **Report of Committees**
 - a. **Administration and Finance Committee**
 - (1.) **Recommendation to Adopt Policy for Records Retention and Destruction**
(The Commission will adopt a policy for the retention and destruction of Commission records.)
 - (2.) Progress Report

- 8. Recommendation to approve revised funding allocation for, and to delegate authority to Executive Director to contract with, Ventura County Office of Education (VCOE) for the Quality Rating and Improvement System (QRIS) Program – Claudia Harrison**
(The recommended action is to approve a revised FY 2014-15 allocation for VCOE for implementing the QRIS Program and to authorize the Executive Director to enter into an amended contract with VCOE, from July 1, 2014 through June 30, 2015, in an amount not to exceed \$2,128,594.00, subject to final approval from state and federal funders. No new allocation of funds would be required as the increase is supported by prior year unspent federal and state grant funds.)

- 9. Recommendation to reallocate a portion of the FY 2014-15 Oral Health Funding and to delegate authority to Executive Director to contract with the United Way of Ventura County to support the Ventura County Children’s Oral Health Collaborative – Claudia Harrison**
(The recommended action is to reallocate \$20,000 of the previously approved FY 2014-15 funding for oral health to the Oral Health Collaborative. Proposed allocation would provide funds for a part-time staff person to support the work of the Oral Health Collaborative, and to assist in managing Collaborative projects in education and messaging, coordination and referral, and evaluation. The recommendation would also authorize the Executive Director to enter into an agreement with United Way of Ventura County, as the lead agency for the collaborative, in an amount not to exceed \$20,000 for FY 2014-15. No new allocation of funds would be required.)

- 10. Strategic Planning Discussion – Commission**
(Commissioners will engage in discussion about strategic planning in FY 2014-15 and will review the Commission’s plan for assessing current need and identifying best practices.)

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

14. Future Meetings

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.