



COMMISSION MEETING

May 22, 2014
1:00 p.m. – 3:00 p.m.

County Office of Education
5100 Adolfo Dr.
Camarillo

OPENING

1. **Welcome and Introductions – Chair Dominguez**
2. **Recognition and Appreciation of George Tillquist for his Fifteen Years of Service as a Member of First 5 Ventura’s County Administration and Finance Committee – Chair Dominguez**
3. **Approval of Minutes from March 20, 2014**
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.)
6. **Presentation: Highlights of Santa Clara Valley Neighborhood for Learning Programming – Patricia Cervantes, Santa Clara Valley Neighborhood for Learning (10 minutes)**

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

CONSENT AGENDA

Consent Agenda Item 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.

7. **Receive and File the First 5 Ventura County Financial Reports as of March 31, 2014**

8. Recommendation to Amend Conflict of Interest Code for the Children and Families First Commission of Ventura County for Designated Positions and Disclosure Categories

(Recommendation is to amend the listing of positions required to file statements of economic interest, to reflect overall categories of existing positions.)

Documents on file with the Executive Director

Executive Director recommends approval as proposed

9. Recommendation to Grant Authority to the Executive Director to Enter into a Contract with Persimmony for a Program Management and Evaluation Software System

(Recommended action would grant authority to the Executive Director to enter into a contract with Persimmony for FY 2014-15 for an amount not to exceed \$95,000, for the Commission's program management and evaluation software system as part of a multi-county collaborative.)

Documents on file with the Executive Director

Executive Director recommends approval as proposed

REGULAR AGENDA

10. Report of Committees

a. Administration and Finance Committee – Commissioner Mantooh, Commissioner Stenslie and Commissioner Dominguez

1) Recommendation to adopt proposed budget for Fiscal Year 2014-15

(Recommended action is to adopt operating budgets for Fiscal Year 2014-15.)

2) Recommendation to maintain targeted administrative cap at 5.5% of total operating budget for FY 2014-15

(Recommended action maintains targeted administrative cap at 5.5%, following the annual review of 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 2013-21, in compliance with Health and Safety Code Section 130151

(The Commission will approve and adopt an updated financial plan.)

b. Health Committee – Commissioner Gollub and Commissioner Dominguez

1) Progress Report

11. Recommendation to Approve Revised FY 2014-15 Funding Allocation for Ventura County Office of Education (VCOE) for Quality Rating and Improvement System (QRIS) – Petra Puls

(Recommended action is to approve a revised FY 2014-15 allocation for the Ventura County Office of Education for implementing the QRIS Program. Recommended action would also grant authority to the Executive Director to enter into a contract with the Ventura County Office of Education, from July 1, 2014 through June 30, 2015, in an amount not to exceed \$1,846,397. No new allocation of funds would be required as the increase is supported by Race to the Top Early Learning Challenge Grant supplemental funds.)

12. 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 Economic Development Collaborative - Ventura County (EDC-VC) to administer and implement the Community Investment Loan Fund for FY 2014-15, for an amount not to exceed \$1,061,772. Contract would provide funding for EDC-VC to issue up to \$1,035,632 in loans to eligible Community Investment Loan Fund applicants under the previously approved loan guidelines. No new allocations would be required.)

13. Recommendation to Release Request for Qualifications for Supporting the Development of Help Me Grow – Petra Puls

(Recommended action would grant authority to the Executive Director to release a Request for Qualifications for supporting the Help Me Grow model by building systems, communications, and infrastructure necessary to advance developmental screenings and follow-up. The total funds available to implement Help Me Grow is \$150,000 for July 1, 2014 through December 31, 2015. No new allocation of funds would be required as the increase is supported by Race to the Top Early Learning Challenge Grant supplemental funds.)

14. Strategic Planning Discussion – Commission

(Commissioners will engage in discussion about developing a framework for strategic planning in FY 2014-15.)

15. Report from Executive Director – Claudia Harrison

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

16. 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.”)

17. Next Meeting:

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

18. Future Meetings

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.