



COMMISSION MEETING

June 19, 2014
1:00 p.m. – 3:00 p.m.

Ventura County Office of Education
5100 Adolfo Dr.
Camarillo

1. **Welcome and Introductions –Chair Dominguez**
2. **Approval of Minutes from May 22, 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 Ojai Neighborhood for Learning (NfL) Programming – Alisha Hicks, Program Director, Ojai Valley NfL (10 minutes)**

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

CONSENT AGENDA

Consent Agenda Items 6-9: 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 April 30, 2014**
7. **Recommendation to authorize extension of FY 2013-14 contract for Persimmony data system configuration and implementation**
(Recommended action would authorize a contract extension with Persimmony through July 30, 2014, to complete final phase of implementation of the new evaluation data system. Unspent funds budgeted in FY 2013-14 in the amount of \$8,167 would be carried over to FY 2014-15 for payment upon completion of deliverables. No new allocation would be needed.)
Documents on file with the Executive Director
Executive Director recommends approval as proposed

8. Recommendation to rollover funding for Commission’s website re-design

(Recommended action would authorize a rollover of \$8,000 in funds to FY 2014-15 for the purpose of completing the final configuration and design of the Commission’s new website, with extension of existing contract with Sketchfolio through August 31, 2014. As these funds were budgeted in FY 2013-14 but not expended, no new allocation would be needed.)

Documents on file with the Executive Director

Executive Director recommends approval as proposed

9. Recommendation to rollover funding for evaluation consultant services to assist in refining Commission’s evaluation plan

(Recommended action would authorize a rollover of \$11,000 in funds to FY 2014-15 for the purpose of completing development of a parent survey tool and concurrent implementation plan, with extension of existing contract with EVALCORP through September 30, 2014. As these funds were budgeted in FY 2013-14 but not expended, no new allocation would be needed.)

Documents on file with the Executive Director

Executive Director recommends approval as proposed

REGULAR AGENDA

10. Report of Committees

a. Program Committee – Commissioner Hatfield and Commissioner Levin

- (1.) Approval of funding, selection of a contractor and delegation of authority to Executive Director to enter into an agreement for the development of Help Me Grow Ventura County

(The recommended action would select Contractor to support the development of Help Me Grow Ventura County and would grant authority to the Executive Director to enter into annual agreements with the Contractor for July 1, 2014 – December 31, 2015 in the amount of \$150,000. Contracts would be renewed on an annual basis subject to performance. No new allocations would be required as the increase is supported by Race to the Top Early Learning Challenge Grant supplemental funds.)

11. Recommendation to Adopt Final Budget for Fiscal Year 2014-15 – Claudia Harrison

(The Commission will review and consider any input received from the Board of Supervisors and the Community Commission for Ventura County on the proposed budget and will subsequently adopt a final budget for FY 2014-15.)

12. Review of First 5 Ventura County Strategic Plan, FY 2010-2015, in compliance with Health and Safety Code Section 130140 – Claudia Harrison

(On an annual basis, the Commission reviews the current strategic plan to determine if any revisions are necessary or appropriate. The Commission will also review the measures and indicators in place for evaluating program outcomes.)

13. Strategic Planning Discussion – Commission

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

14. Report from Executive Director – Claudia Harrison

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

15. 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.”)

16. Next Meeting:

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

17. Future Meetings

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.