

**FIRST 5 VENTURA COUNTY  
COMMISSION MEETING  
MINUTES**

**July 17, 2014**

Commissioners Present: Reyna Dominguez, Stan Mantooth, Michael Gollub, Kathy Long, Barbara Marquez-O'Neill, Ida Hatfield, Meloney Roy, Bruce Stenslie

Commissioners Absent: Robert Levin

Staff Present: Claudia Harrison, Kathy Rangel, Jennifer Johnson, Robin Godfrey, Nani Oesterle, Sam McCoy, Petra Puls

Public Signatures: Linda Bays

**1. Welcome**

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

**2. Approval of Minutes from June 19, 2014**

**A motion was made by Commissioner Mantooth, seconded by Commissioner Hatfield, to approve the minutes from the June 19, 2014 Commission meeting. The motion carried with Commissioner Roy abstaining.**

**3. Agenda Approval and Review of Commission Packets**

Claudia Harrison provided an overview of the supplemental packet.

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

**4. Public Comments/Correspondence**

There was no public comment.

**5. Presentation: Pre-K Expansion, El Centrito Family Learning Centers**

Claudia Harrison introduced Joseph Castañeda, Executive Director of the El Centrito Family Learning Centers, to present highlights of the Little Dolphins Pre-K funded by the Commission. Claudia noted that Joseph has been with El Centrito since 2007 and has served on several First 5 ad hoc review and best practice committees. Joseph stated the El Centrito's mission is to have innovative, high quality, and result driven programs so vulnerable families can reach for their greatest potential. He provided an overview of the parenting classes and parent leadership trainings offered the preschool site, and the STEAM academy, which focuses on 21<sup>st</sup> century skills that are science, engineering and technology based. He discussed the successful collaboration with First 5 and the partnership with Ocean View School District. Joseph provided highlights of the Little Dolphins preschool, which offers 24 preschool spaces, and in the first year had an attendance rate of 93% with an increase to 96% in the last quarter. He added that parents have

logged over 1,100 hours of volunteer time. Joseph reviewed successful gains in the preliminary DRDP results. He cited opportunities to evaluate impact longitudinally and gain a better understanding of how starting education at the age of 2 years will impact students locally.

Commissioner Stenslie asked if El Centrito is making connections and engaging local employers through the STEAM program or if the focus is more on education. Joseph commented that the STEAM program is hoping to find parallel opportunities for developing education and building the skills future employers will be looking for. The Commission complimented Joseph on his presentation and the work of the organization.

### **CONSENT AGENDA**

- 6. Receive and File the First 5 Ventura County Financial Reports as of May 31, 2014**
- 7. Recommendation to Amend Lease Agreement with Don Carlton Realty Company to Add Storage Space**

**A motion was made by Commissioner Mantoath, seconded by Commissioner Stenslie, to approve the consent agenda. The motion passed unanimously.**

### **REGULAR AGENDA**

- 8. Recommendation to Update Operating Procedures for Community Investment Loan Fund**

Petra Puls reported that following a bid process in July 2009, the Commission selected the Economic Development Collaborative of Ventura County (EDC-VC) as the implementation partner for the Community Investment Loan Fund (CILF), and approved loan terms, guidelines, and operating procedures which are incorporated into the contract with EDC-VC. She stated that as part of the annual contract renewal process, staff identified several opportunities to improve the Operating Procedures for implementing the Community Investment Loan Fund. She walked the Commission through the proposed changes.

Commissioner Mantoath suggested the stated interest rate be removed from the operating procedures to prevent the need for multiple revisions when the rate changes.

**A motion was made by Commissioner Mantoath, seconded by Commissioner Hatfield, to approve the recommended action to modify the operating procedures for implementation of the Community Investment Loan Fund, which include: changing EDC-VC's remittance of borrower payments from monthly to quarterly, striking the stated interest rate, adding procedures for waiving late fees, modifying loan origination fees, and updating the loan approval process. The motion carried with Commissioner Stenslie and Commissioner Long abstaining.**

## **9. Strategic Planning Discussion**

Claudia Harrison stated that as part of the strategic planning process, staff is proposing several simplifications to the current language for the vision, mission and guiding principles without changing any of the current intent. She reviewed the changes and commented that staff is looking for feedback from the Commission but that no direct action is necessary at this point.

The Commissioners expressed their approval with the simplifications and commended staff on their work. Commissioner Long suggested that the words “public/private” be incorporated into the guiding principle “Leverage First 5 Ventura County funds with federal, state and philanthropic dollars.” Commissioner Mantooth suggested the guiding principles be bulleted instead of numbered and that a greater emphasis be placed on parents and children when giving consideration to the order of the principles. Commissioner Marquez O’Neill and Commissioner Mantooth suggested removing, “*Because the first 5 years impact a lifetime*” from the mission statement and use it as a motto instead.

## **10. Report from Executive Director**

Claudia Harrison referred to her written report and provided a staffing update, indicating that Tina Norén has joined staff as a Communications Assistant, supporting First 5 Ventura County’s social media, website(s) and community outreach activities. She updated the Commission on Contract Renewal stating that all contracts have been either fully executed or are awaiting signatures from funded partners. She provided highlights of Commission Initiatives, noting that two new loans are in process through the Community Investment Loan Fund (CILF): one for ABC Kids Preschool and Childcare, Inc. for a new facility in Santa Paula with 90 licensed spaces, and another for ABC Kids Preschool and Childcare in Fillmore with 30 new preschool spaces. She commented that when these 2 loans are finalized, the CILF will have issued \$606,500 in First 5 loans, creating a total of 222 spaces in high need areas. She provided an overview of Countywide Strategies, mentioning that First 5 Ventura is now using a slightly different version of the logo on our social media pages and education materials which she shared with the Commission. She updated the Commission on the new First 5 Ventura County website which went live in July 1, 2014. In the area of Obesity Prevention, she highlighted continued progress with the HEAL Zone Grant - Good for Kids restaurant project and she reported that World Breastfeeding Week will be held in August with several events planned locally. She reported on the continuing work with the Parent Engagement and Leadership in partnership with the Oxnard Alliance, Strategies, the Partnership for Safe Families and Communities, and other community partners and parent leaders, to implement a second 5 Protective Factors based Parent Leadership Training. She highlighted progress in the transition to the Persimmony Data Collection Software System.

Claudia continued her overview with County, Regional and National Updates. She reported on the Early Learning Nation initiative presented at the U.S. Conference of Mayors, held in June, with more than 1,000 mayors from across the country voting on a resolution to support a national commitment to building an Early Learning Nation by the year 2025. Claudia updated the Commission on an upcoming visit to Ventura County by First 5 California’s Executive Director, Camille Maben, in August, inviting Commissioners to join any part of a full day tour of various programs. She concluded her report with highlights from provider anecdotes.

## **11. Commission Member Comments**

Chair Dominguez commented on Child Development Resources, Inc.'s (CDR) work to write a grant for Early Head Start expansion that will focus on partnering. She also commented on how CDR is utilizing savings from the last fiscal year to fund a summer preschool transition program in July and August for those moving on from Early Head Start to Head Start programs.

Commissioner Long commented that she has been working with the County of Ventura Human Resources Department to make changes to the County's lactation policy and its implementation, along with embracing breastfeeding into the county culture.

Commissioner Mantooth commented on the continued work in the state budget for early education which is currently slated to budget \$50 million dollars towards preschool quality efforts.

**The Commission went into closed session to discuss the performance evaluation of the Executive Director at 2:11 p.m.**

## **12. Performance Review of Employee**

**The Commission returned to open session at 3:09 p.m.**

## **13. Discussion and Consideration of Changes to Executive Director's Objectives, Performance Goals, and Compensation for Fiscal Year 2013-14**

Chair Dominguez stated that the Commission discussed the performance evaluation. The Commission recommended a 5% increase in compensation for the Executive Director effective July 1, 2014.

**A motion was made by Commissioner Long, and seconded by Commissioner Hatfield, to approve the Executive Director's objectives, performance goals and compensation for FY 2014-15. The motion passed unanimously.**

## **14. Next Meeting:**

The next meeting will be held on Thursday, August 21, 2014, at the County Office of Education, at 5100 Adolfo Dr., in Camarillo. *(This meeting was subsequently cancelled.)*

The meeting was adjourned at 3:11 p.m.