

**FIRST 5 VENTURA COUNTY
COMMISSION MEETING
MINUTES**

December 19, 2013

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

Staff present: Claudia Harrison, Kathy Rangel, Jennifer Johnson, Robin Godfrey, Deanna Handel, John Anderson, Petra Puls, Heather Hanna, Diana Arellano

Public Present: There were no signatures recorded from the public of the sign-in sheet.

OPENING

1. Welcome

Chair Dominguez opened the meeting at 1:14 p.m.

2. Approval of Minutes from October 17, 2013 Commission Meeting

A motion was made by Commissioner Mantooth, seconded by Commissioner Gollub, to approve the minutes from the October 17, 2013 Commission meeting. The motion passed unanimously.

3. Agenda Approval and Review of Commission Packets

Claudia Harrison provided an overview of the supplemental packet.

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

4. Public Comments/Correspondence

There was no comment from the public.

5. Presentation: Help Me Grow and Ventura County Developmental Screening Efforts

Claudia Harrison introduced Linda Bays, Children's Health Promotion Manager at Ventura County Public Health, to present highlights of the Help Me Grow Program and Ventura County developmental screening efforts. Linda reported that a Developmental Screening Collaborative of Ventura County was formed in 2011 by the Landon Pediatric Foundation, Tri-Counties Regional Center-West County and Ventura County Public Health in hopes of improving linkages between agencies, increasing efficiency, and maximizing limited resources. She explained the Help Me Grow Program has comprehensive physician and community outreach and a centralized information and referral "center" where families are linked with needed programs and services. She added that it is part of a national organization focused on

improving access to existing resources for children at-risk of developmental and behavioral problems. She discussed the 4 main components of Help Me Grow: Child Health Care Provider Outreach; Community Outreach; Centralized Telephone Access Point; and, Data Collection. She commented that Help Me Grow Ventura County is the fourth county to earn the affiliate distinction in California. She provided an overview of Ventura County screening efforts, reporting that Regional Professionals have conducted 899 screenings on children from 0-5 years in FY 2012-13. She discussed referral and follow-up with family support, case management, linkages to community supports and programs, and program support for QRIS efforts in collaboration with VCOE.

Linda reviewed future Help Me Grow efforts in each component area and commented that early identification and referrals are the key to improved long term developmental outcomes.

Commissioner Mantooth commented on how presentation was very complementary to First 5's response to intervention efforts.

CONSENT AGENDA

- 6. Receive and File the First 5 Ventura County Financial Reports as of October 31, 2013**
- 7. Ratification of Committees**

A motion was made by Commissioner Mantooth, seconded by Commissioner Long, to approve the consent agenda. The motion passed unanimously.

8. Report of Committees

a. Administration and Finance Committee

- 1.) Recommendation to approve updated financial plan, FY 2013-21, in compliance with Health and Safety Code Section 130151

Jennifer Johnson discussed the revised revenues and expenditures based on the FY 2012-13 audit and updated revenue/expenditure projections. She stated that the forecast for Prop 10 distributions uses an estimated 6% rate of decline for FY 2013-14 and 4% per year thereafter, due to a decrease in birth rate. She noted that at the conclusion of FY 2012-13, there were unspent funds identified and the plan utilizes the funds to preserve proposed spending levels that would have had to be reduced due to the anticipated reduction in Prop 10 distributions. She discussed that the 6% decline rate for FY 2013-14 projected Prop 10 revenues results in a bigger gap to fill in order to maintain reserved funding levels in the next strategic plan. Remaining unspent funds would further mitigate anticipated funding reductions in FY 2014-15 and FY 2015-16. She stated that the updated plan proposes \$10.9 million in program allocations for FY 2014-15 for NfLs, Countywide Program Strategies, and Countywide Preschool Efforts. The plan assumes \$62.6 million in funding dollars over 5 years, through FY 2015-16, and includes the supplemental Federal Race to the Top Award funding the Commission is expected to receive.

A motion was made by Commissioner Mantooth, seconded by Commissioner Hatfield, to approve the updated financial plan for FY 2013-21. The motion carried unanimously.

2.) Progress Report

Jennifer reported that a Request for Proposals (RfP) for audit services was issued for the Commission's annual financial and compliance audit, beginning with fiscal year 2013-14. She noted that the current audit firm, Fanning and Karrh, Certified Public Accountants, just completed the final year of its current five-year engagement. She stated that proposals are due in February, with the contract scheduled to be awarded in March 2014.

b. Program Committee

1) Recommendation to approve funding allocations for FY 2014-15

Commissioner Levin provided an overview of the Committee meeting. He turned it over to Petra Puls to introduce the recommendation.

Petra stated that at the conclusion of FY 2012-13, there was \$728,500 in unspent funds. She reviewed the spending plan approved by the Commission in December 2012 which allocated FY 2011-12 unspent funds and contemplated an additional \$182,500 in expenditures for subsequent fiscal years, to maintain recommended funding levels in CARES Plus, Regional Health Educators, MICOP and broad-based obesity prevention strategies. She noted that the newly adopted financial plan preserves \$440,000 of the FY 2012-13 identified unspent funds to maintain proposed spending levels. She commented that the remaining \$160,000 in unspent funds could be utilized to further mitigate anticipated funding reductions in FY 2014-15 and FY 2015-16.

Petra added that the total funding needed to maintain the strategies highlighted in the packet documents would exceed the amount currently available, but additional dollars that were identified would not be needed until FY 2015-16. She concluded her review and stated that the Program Committee recommends approval of the FY 2014-15 allocations for First 5 funded partners as presented.

A motion was made by Commissioner Stenslie, seconded by Commissioner Levin, to approve FY 2014-15 allocations for the following Neighborhoods for Learning (NfL): \$664,255 to the Conejo Valley Unified School District for the Conejo Valley NfL; \$745,985 to the Hueneme School District for the Hueneme/South Oxnard NfL; \$1,045,385 to the Boys and Girls Club of Simi Valley for the Moorpark/Simi Valley NfL; \$65,096 to the Oak Park Unified School District for the Oak Park NfL; \$311,440 to the Ocean View School District for the Ocean View NfL; \$200,365 to the Ojai Valley Unified School District for the Ojai Valley NfL; \$1,467,855 to the Oxnard School District for the Oxnard NfL; \$431,220 to the Pleasant Valley School District for the Pleasant Valley NfL; \$438,990 to the Rio School District for the Rio NfL; and, \$810,174

to the Ventura Unified School District for the Ventura NfL. The motion passed unanimously.

A motion was made by Commissioner Roy, seconded by Commissioner Gollub, to approve the allocation for FY 2014-15 in the amount of \$599,540 to the Fillmore Unified School District for the Santa Clara Valley NfL. The motion passed with Commissioner Dominguez abstaining.

A motion was made by Commissioner Hatfield, seconded by Commissioner Roy, to approve the allocation for FY 2014-15 in the amount of \$1,580,000 to the Ventura County Office of Education for Preschool for All (PfA) Quality Improvement Rating System (QRIS). The motion passed with Commissioner Mantooth and Commissioner Dominguez abstaining.

Commissioner Gollub asked if we anticipate receiving any funding from the recently announced federal funding for preschool. Claudia answered that any federal preschool funding would most likely not be realized until the next fiscal year.

A motion was made by Commissioner Stenslie, seconded by Commissioner Long, to approve the allocation for FY 2014-15 in the amount of \$184,614 to Continuing Development, Inc. for Preschool Expansion for South Oxnard CDC Twilight spaces; \$89,000 to the Ventura Unified School District for Preschool Expansion for Portola Elementary School; \$89,124 to El Centrito Family Learning Centers for Preschool Expansion for Ocean View Early Education Center. The motion carried unanimously.

A motion was made by Commissioner Stenslie, seconded by Commissioner Marquez-O'Neill, to approve the allocation for FY 2014-15 in the amount of \$ 471,791 to the Ventura County Office of Education for the CARES Plus program. The motion passed with Commissioner Mantooth abstaining.

A motion was made by Commissioner Stenslie, seconded by Commissioner Mantooth, to approve the allocation for FY 2014-15 in the amount of \$497,500 to Ventura County Behavioral Health for the Triple P Program. The motion passed with Commissioner Roy and Commissioner Long abstaining.

A motion was made by Commissioner Stenslie, seconded by Commissioner Mantooth, to approve the allocation for FY 2014-15 in the amount of \$575,000 to Ventura County Public Health for Regional Health Educators and \$60,000 for Oral Health Preventive Care-Medical Providers. The motion passed with Commissioner Levin and Commissioner Long abstaining.

Commissioner Roy asked how clinics will sustain the 4Ps Plus program as funding has been discontinued. Claudia stated that this program has been working on sustainability as they knew funding would end this year. Claudia commented that there might be additional funding for developmental screening work through the Race to the Top supplemental funding; this would be brought back to the Commission at a later date.

A motion was made by Commissioner Mantooth, seconded by Commissioner Roy, to approve the allocation for FY 2014-15 for Puentes Program serving Mixtec Children and Families with MICOP in the amount of \$80,000. The motion passed with Commissioner Marquez-O'Neill abstaining.

A motion was made by Commissioner Hatfield, seconded by Commissioner Stenslie, to approve the allocation for FY 2014-15 to Interface Children & Family Services in the amount of \$100,000 for 2-1-1. The motion passed with Commissioner Mantooth and Commissioner Long abstaining.

A motion was made by Commissioner Long, seconded by Commissioner Mantooth, to approve the allocation for FY 2014-15 for the following programs: Oral Health Preventive Care-Dental Providers with the Santa Barbara-Ventura Counties Dental Care Foundation in the amount of \$60,000; the Mobile Dental Clinic with the Santa Barbara-Ventura Counties Dental Care Foundation in the amount of \$130,000; Oral Health Treatment Services with Clinicas del Camino Real in the amount of \$100,000; and, Obesity Prevention Strategies implemented by First 5 Ventura County in the amount of \$75,000. The motion carried unanimously.

These actions also grant authority to the Executive Director to enter into contracts for FY 2014-15 with the designated contract agencies.

9. Recommendation to receive \$798,350 in Race to the Top Early Learning Challenge (RTT ELC) Supplemental Award Grant Funds

Petra Puls stated that California received a supplemental grant award of nearly \$22.5 million, of which \$798,350 is allocated for Ventura County. She reported that this local supplemental award would be intended to serve an additional 36 early education sites through the QRIS project and also mentor other non-RTT ELC counties in partnership with the Ventura County Office of Education. She indicated that overall Ventura County will receive \$2,582,950 in RTT ELC grant funds over the 4-year grant period.

A motion was made by Commissioner Long, seconded by Commissioner Roy, to grant authority to the Executive Director to enter into a contract with the California Department of Education, Child Development Division, to receive up to \$798,350 in funds for the period of July 1, 2013 through December 31, 2015 to support an additional 36 licensed early learning program sites and to mentor other non-RTT ELC counties. The motion passed with Commissioner Mantooth and Commissioner Dominguez abstaining.

10. Recommendation to Enter into a Multi-Commission Agreement With Persimmony and Other Southern California Prop 10 Commissions for a new Program Management and Evaluation Software System for Implementation in FY 2014-15

Claudia Harrison reviewed the process to identify a new program management and evaluation software system. She discussed the Request for Proposals (RFP) released in November 2013 by the Orange County Children and Families First Commission, on behalf of a five-county collaborative. She reported that representatives of the five-county collaborative met and

reviewed the proposals based on established criteria and that three of the six proposals were recommended for final consideration.

Claudia noted that the five-county collaborative selected Persimmony International, Inc. as the leading finalist and at least three of the five counties, Ventura, Orange, and Los Angeles, are prepared to proceed with individual contract negotiations with this vendor. She stated that the anticipated 3-year cost savings for Ventura County would range from 36% to 39% from current pricing, depending upon the number of counties who choose to participate. She added that the Commissions are also anticipating significant enhancements in functionality in terms of: end user experience; referral tracking; training; support; and, system output/reporting.

Commissioner Mantooth asked about cost comparisons between the current system and Persimmony, excluding the initial migration. Claudia noted that the data migration is a one-time expense and indicated that the cost is very competitive but could even be lowered if other county commissions decide to contract with Persimmony as well. Commissioner Mantooth asked about the training and support that would be offered and whether staff foresees any challenges with implementation. Claudia stated that the company has dedicated support/help desk for First 5 staff and funded partners to utilize along with on-site training and an effective on-line training module. She added that she does not foresee any challenges with the initial implementation at this time.

Commissioner Roy asked about the depth of customization and design with the product. Claudia commented that the program collects essentially the same data elements as GEMS but is more of an off-the-shelf product with some flexibility in terms of labeling of data. Commissioner Marquez-O'Neill asked about the cost to link data from funded partners who utilize their own data collection systems. Claudia did not have an amount, as this would be on a case-by-case basis, but did indicate Persimmony's willingness to work with us in this way. Commissioner Roy asked how the cost will be divided by participating counties. Claudia answered that the cost is based on the number of users per county.

A motion was made by Commissioner Roy, seconded by Commissioner Mantooth, to approve the selection of Persimmony as the new vendor for the Commission's program management and evaluation software system as part of a multi-county collaborative and this action would grant authority to the Executive Director to enter into an agreement with Persimmony for initial technical support and data migration in FY 2013-14 for up to \$10,000. The motion carried unanimously.

11. Recommendation to approve proposed strategies for completing FY 2012-13 Annual Evaluation Report (AER)

Petra Puls reviewed the Commission's considerations for revising the current evaluation design and approach for FY 2013-14 and beyond. She noted that during this transition to a more streamlined accountability and evaluation design for FY 2013-14, staff has identified a modified approach for the FY 2012-13 Annual Evaluation Report which would generate performance reports for accountability frameworks directly from the GEMS system and utilize the current evaluation contractor to analyze and generate reports on data not available through GEMS. She

added that the FY 2012-13 Annual Evaluation Report would contain benchmarks populated with current year data along with an analysis of key finding by staff.

A motion was made by Commissioner Hatfield, seconded by Commissioner Long, to approve the recommended action to utilize MOSAIC to extract GEMS system data to populate accountability frameworks and EMT, prior evaluation contractor, for assisting staff with data analysis, in lieu of selecting a new outside evaluator for the current year report. The motion carried unanimously.

12. Recommendation to authorize extension and increase to existing contract with EMT (Evaluation, Management, and Training Associates, Inc.)

Petra Puls reported that a three month extension and an increase to the contact amount is needed to enable EMT to provide evaluation consultation services to First 5 Ventura County for completing the FY 2012-13 Annual Evaluation Report and Accountability Frameworks. She added that the current contract has a remaining balance of \$4,125 for evaluation consultation services.

A motion was made by Commissioner Roy, seconded by Commissioner Mantooth, to authorize an extension of the FY 2012-13 agreement with EMT through March 31, 2014 and increase the contract amount by \$5,875, to provide consultation on the FY 2012-13 Annual Evaluation Report. The motion passed unanimously.

13. Recommendation to adopt a resolution per Government Code 54954(a) to establish time and place for holding regular Commission meetings for Calendar Year 2014

A motion was made by Commissioner Hatfield, seconded by Commissioner Stenslie, to adopt the resolution to establish a time and place for holding regular Commission meetings for calendar year 2014. The motion passed unanimously.

14. Report from Executive Director

Claudia Harrison referred to the written report and provided an update on Administrative Operations. She provided updates on Commission Initiatives, reporting on 2-1-1 Ventura County and their outreach for Covered California, in partnership with Ventura County Public Health. She highlighted the Neighborhoods for Learning 10 year staff celebration of NFL programming across the county in conjunction with several NFL Learning Community meetings. She provided an update on obesity prevention, reporting on progress made to increase rates of successful breastfeeding and new Good for Kids restaurants. She reported on early literacy activities through partnership with local libraries and book distribution.

Claudia continued her report with an update on county, regional and national events. She highlighted the success of the Fourth Annual Business & Community Leaders Alliance of Ventura County held in early December with close to 70 leaders from throughout the county. She reported on the increase in Board of Equalization (BOE) Administrative Fees and on the request for First 5 Commissions to participate in the Government Compensation in California (GCC) Program, providing salary and compensation information for the statewide website. She

highlighted a new study on Reduction in Sugary Beverage Consumption, with the county showing the greatest reduction in soda and other sugary drink consumption for all youths between 2005-07 and 2011-12, with a 37% decrease. She reviewed Federal and State pending legislation for Early Childhood Education. She provided an overview of e-cigarettes and the current efforts to regulate their use. She concluded her report with an update on upcoming events and reference to the provider anecdotes.

Commissioner Gollub asked if the federal regulation on e-cigarettes as tobacco products could bring revenue to First 5. Claudia commented that she was unsure what the subsequent state process would need to be to collect tax revenues but that staff would continue to monitor this.

15. Commission Member Comments

There were no comments from the Commissioners.

16. Next Meeting:

The next meeting will be held on Thursday, January 24, 2014, at the Ventura County Office of Education, on 5100 Adolfo Dr., in Camarillo. (*Note: January meeting was subsequently cancelled.*)

The meeting adjourned at 2:35 p.m.