



## COMMISSION MEETING

December 19, 2013  
1:00 p.m. – 2:30 p.m.

County Office of Education  
5100 Adolfo Dr.  
Camarillo

### OPENING

1. **Welcome – Chair Dominguez**
2. **Approval of Minutes from October 17, 2013 Commission Meeting**
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: Help Me Grow and Ventura County Developmental Screening Efforts – Help Me Grow Steering Committee:** Cindy Reed and Sharon Elmonsdorp, Landon Pediatric Foundation; Linda Bays, Ventura County Public Health (15 minutes)

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

### CONSENT AGENDA

Consent Agenda Item 6-7: 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.

6. **Receive and File the First 5 Ventura County Financial Reports as of October 31, 2013**
7. **Ratification of Committees**  
*(In accordance with the Commission by-laws, all committee appointments are made by the Chair of each Committee, subject to ratification by the Commission.)*

**REGULAR AGENDA**

**8. Report of Committees**

**a. Administration and Finance Committee – Commissioner Stenslie, Commissioner Dominguez and Commissioner Mantooth**

- 1) 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.)*
- 2) Progress Report

**b. Program Committee - Commissioner Levin and Commissioner Hatfield**

- 1) Recommendation to approve funding allocations for FY 2014-15  
*(Recommended action is to approve FY 2014-15 allocations for First 5 funded partners. Recommended action would grant authority to the Executive Director to enter into contracts for FY 2014-15 with designated contract agencies.)*

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

*(The recommended action would 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.)*

**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**

*(Recommended action would select Persimmony as the new vendor for the Commission's program management and evaluation software system as part of a multi-county collaborative and 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.)*

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

*(Recommended action would utilize Mosaic Network Inc. to extract data from GEMS (Grants Evaluation and Management Solution) to populate accountability frameworks and Evaluation, Management and Training Associates, Inc. (EMT), prior evaluation contractor, for assisting staff with data analysis, in lieu of selecting a new outside evaluator for FY 2012-13 AER.)*

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

*(Recommended action would authorize an extension of the FY 2012-13 agreement with EMT through March 31, 2014, and increase contract by \$5,875 to provide consultation on the FY 2012-13 Annual Evaluation Report.)*

**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 – Chair Dominguez**  
*(Recommended action is to adopt a resolution to establish time and place for holding regular Commission meetings for calendar year 2014.)*

**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, January 23, 2014 County Office of Education, 5100 Adolfo Dr., Camarillo**

**17. Tentative Future Meetings**

Thursday, February 20, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo  
Thursday, March 20, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo  
Thursday, April 17, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo  
Thursday, May 22, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo  
Thursday, June 19, 2014, County Office of Education, 5100 Adolfo Dr., Camarillo  
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  
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.**