

**FIRST 5 VENTURA COUNTY
COMMISSION MEETING
MINUTES**

June 20, 2013

Commissioners Present: Reyna Dominguez, Bruce Stenslie, Meloney Roy, Robert Levin, Stan Mantooth, Michael Gollub, Kathy Long

Excused Absence: Ida Hatfield

Staff Present: Claudia Harrison, Kathy Rangel, Charlotte Torres, John Anderson, Deanna Handel

Public Present: Mary Linn Daehlin, Nancy Kreiselmeier, Cathy Puccetti, Jack Hinojosa

1. Welcome

Chair Dominguez opened the meeting at 1:07 p.m.

2. Approval of Minutes from May 23, 2013

A motion was made by Commissioner Mantooth, seconded by Commissioner Levin, to approve the minutes from the May 23, 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 Long, seconded by Commissioner Mantooth, to approve the agenda. The motion passed unanimously.

4. Public Comments/Correspondence

There was no public comment.

5. Presentation: Highlights of Ventura Neighborhood for Learning (NfL) Programming

Claudia Harrison spoke about Ventura Neighborhood for Learning's work in the areas of early mental health and Parent and Child Together (PACT) classes. She also commented on their highly engaged governance board that has been programmatically at the forefront since its inception. She introduced Cathy Puccetti, Director of the Ventura Neighborhood for Learning (NfL), to present highlights of NfL programming. Cathy commented on how the NfL brings mental health services and family support and education to families in the community. She highlighted FY 2012-13 early learning activities: Play and Learn classes that reached 648 children and parents; Transition to Kindergarten classes with 96 children enrolled; and, the Preschool Behavior Project reaching 47 children. She discussed how the Play and Learn classes are structured so parents and children are learning together as the NfL recognizes that the parent is the child's first teacher and also reinforces parent-child attachments. Cathy noted that the class focuses on the power of play along with infusing parent education throughout the school year. Holding these classes on a school campus allows parents to become comfortable with the school their child attends along with their educational routine.

She continued her presentation with highlights of their family support and education and access to health services. Cathy shared several letters of support that gave the parent's perspective and expressed their appreciation for all of the services and outcomes the NfL has provided for families. She reported on the successful hosting of the annual Storyfest held in October. She highlighted how the NfL uses community connections to expand and enrich programming and provided examples of field trips to local fire stations and libraries. Cathy thanked the Commission for the continued support of the NfL.

CONSENT AGENDA

6. Receive and File the First 5 Ventura County Financial Reports as of April 30, 2013

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

REGULAR AGENDA

7. Report of Committees

a. Early Learning Best Practices, Ad Hoc Review Committee

(1.) Recommendation for funding of application(s) selected for Preschool Expansion

Commissioner Mantooth briefed the Commission on the review process of the submitted applications and complimented the members of the review committee for their diligence. He turned the presentation over to Claudia to discuss the release of the Request for Application (RFA) for Preschool Expansion (Round 2) to identify implementation partner(s) for operating new, licensed center-based preschool spaces for 4-year olds. She reported that eight applications were received, \$694,000 in requests for a total of 184 new preschool spaces. She stated that the Review committee members acknowledged the difficulty of recommending only one of two very viable proposals for funding and also recognized the need for organizational capacity building as demonstrated by the large number of proposals that didn't meet the minimum score of 80 points. Claudia noted that staff will offer to provide detailed feedback to those applicants not eligible or not recommended for funding.

Commissioner Mantooth thanked the members of the Committee for their participation.

A motion was made by Commissioner Mantooth, seconded by Commissioner Stenslie, to select Continuing Development Inc. (CDI) for funding to provide 25 new preschool spaces for FY 2013-14 through FY 2015-16 at the Juanamaria Elementary School campus in Ventura. The recommended action would also grant authority to the Executive Director to enter into annual agreements with CDI for July 1, 2013 – June 30, 2016 in the amount of \$95,490 per year;3 contracts would be renewed on an annual basis subject to performance. The motion was approved unanimously.

8. Recommendation to Adopt Final Budget for Fiscal Year 2013-14

Claudia Harrison briefed the Commission on the budget presentations to the Board of Supervisors and the Community Commission of Ventura County. She noted that the budget was received by both entities with great support for the work of First 5 and without any recommended modifications.

A motion was made by Commissioner Long, seconded by Commissioner Gollub, to adopt the budget for fiscal year beginning July 1, 2013 and ending June 30, 2014. The motion passed unanimously.

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

Claudia Harrison summarized the statutory requirements for an annual review of the current strategic plan. She noted the current plan was adopted in September 2010, with this being the second funding year. She reviewed the vision, mission, and guiding principles and outcomes, reviewed progress made in each of the areas. She reviewed work done in results based accountability and referred to the evaluation frameworks. She highlighted the Commission's initiatives such as Neighborhoods for Learning, Countywide Strategies and Community Outreach and Education. She reviewed the allocation of resources and demonstrated the extensive leveraging that has taken place. She stated that staff feels the plan continues to reflect the needs in the county and that there are no suggested changes for the next fiscal year.

Commissioner Mantooth asked if there are plans to bring future dollars to areas that are not currently leveraged. Claudia answered that part of the resource and development initiative is to look at ways to identify additional leveraging opportunities. Several Commissioners discussed how this presentation could be presented to the public to show how First 5 Ventura County is investing public dollars responsibly.

A motion was made by Commissioner Stenslie, seconded by Commissioner Mantooth, to receive and file the First 5 Ventura County Strategic Plan, FY 2010-2015. The motion carried unanimously.

10. Recommendation to receive up to \$445,170 in First 5 California CARES Plus Funds

Claudia Harrison provided an overview of First 5 California CARES Plus funding. She stated that based on the Commission's approved annual allocation for CARES Plus, staff anticipated that First 5 Ventura County could leverage up to \$90,000 per year for three years in matching funds. Subsequently, staff identified an additional opportunity to leverage Race to the Top Early Learning Challenge (RTT ELC) funds and activities that meet the intent of the CARES Plus program. She discussed how adding the RTT ELC funds to the local First 5 CARES Plus investment increases the amount First 5 Ventura County can draw down in State matching funds and, as a result, First 5 Ventura County is eligible to receive up to \$148,390 each year, or \$445,170 in matching funds over the course of the next three years.

A motion was made by Commissioner Mantooth, seconded by Commissioner Gollub, to approve the recommended action to grant authority to the Executive Director to enter into a contract with First 5 California to receive up to \$445,170 in funds over a three year period, from July 1, 2013 through June 30, 2016, to support First 5 Ventura County efforts to increase the quality, effectiveness, and retention of early educators. The motion passed unanimously.

11. Recommendation to approve revised FY 2013-14 funding allocation for Ventura County Office of Education (VCOE) for CARES Plus

Claudia Harrison explained that the additional leveraged funds for CARES Plus enables us to increase the scope of work with VCOE, our implementing partner. She reported that the additional funds will increase the number of program participants who will have access to ECE Career Advisors and will be eligible for program stipends.

A motion was made by Commissioner Long, seconded by Commissioner Stenslie, to approve a revised FY 2013-14 allocation for the Ventura County Office of Education for implementing the CARES Plus Program. The 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, 2013 through June 30, 2014, in an amount not to exceed \$475,791. No new allocation of local funds would be required as the increase is supported by leveraged grant funds. The motion carried with Commissioner Mantooth abstaining.

12. Recommendation to Revise the Annual Allocation for Ventura County Public Health (VCPH) for FY 2013-14

Deanna Handel stated that during FY 2013-14 contract development, VCPH indicated there would be substantial challenges in maintaining a stable staffing structure with the significant annual budget reductions contemplated in FYs 2014-15 and 2015-16. She reported that VCPH also has identified additional leveraging opportunities to offset staff costs in FY 2013-14. Deanna commented that by reducing VCPH's funding in FY 2013-14, and carrying forward the savings to subsequent years, it would help minimize impacts to staffing and allow for the development and implementation of a stable, three-year strategy to achieve program objectives.

Commissioner Roy asked if there will be a staffing impact in the current fiscal year due to these reductions. Deanna Handel and Claudia Harrison explained that the reduction in the first fiscal year reduces the budget cliff in subsequent years.

A motion was made by Commissioner Mantooth, seconded by Commissioner Stenslie, to adopt the recommendation to decrease the amount allocated for Regional Health Educators in Fiscal Year 2013-14 and redistribute funding dollars in Fiscal Years 2014-16, in order to support a stable staffing structure for program implementation. The recommended action will also grant authority to the Executive Director to enter into a contract with Ventura County Public Health for FY 2013-14 in the amount of \$575,000. The motion carried with Commissioner Levin and Commissioner Long abstaining.

13. Recommendation to authorize extension of one-time use of unspent funds for Self-Sufficiency Benefits Calculator Project

Claudia Harrison briefed the Commission on the web based software tool for connecting families with benefits for which they are eligible. She added that First 5 Ventura County, in partnership with the United Way and Community Action of Ventura County, introduced the calculator to agencies across the county in 2010. She stated that an RFQ was released in March 2013 for consultant services to provide an analysis of the current project, with recommendations for improvements, and development of an outreach and training plan for broad implementation and use of the Self-Sufficiency calculator. She commented that licensing fees have been renewed through January 2014 and the use of remaining unspent funds of \$5,288, along with resources from United Way and Community Action, will allow completion of the project analysis and the development of an outreach and training plan to increase utilization of the tool.

A motion was made by Commissioner Gollub, seconded by Commissioner Roy, to authorize an extension of the three party agreement with the United Way of Ventura County and Community Action of Ventura County through June 30, 2014, to utilize remaining unspent funds, up to \$5,280.00. The motion carried with Commissioner Mantooth and Commission Stenslie abstaining.

14. Report from Executive Director

Claudia Harrison referred to her written report and provided an update on contract renewal, reporting that 26 contracts have been issued with only one remaining. She highlighted program changes for FY 2013-14,

commenting that the new contract renewal process for developmental screening and oral health has placed increased emphasis on further integrating direct services and increasing capacity building efforts across funded partners. She also noted that Ventura County Behavioral Health and its implementation partners, City Impact and Interface, will begin to draw down MediCal matching funds for Triple P services, which will leverage the county's PEI and First 5 Ventura County investments. She reported on the implementation of Nutrition and Physical Activity Standards at the Ventura NFL. She highlighted Countywide Strategies, noting the second annual "Shared Lens" community convening was held in May, which showcased local efforts across the county in the Five Protective Factors area. She discussed how the Developmental Screening Collaborative and 2-1-1 are currently evaluating Ventura County efforts against the national Help Me Grow (HMG) model for developmental services. She provided a QRIS Implementation update noting that F5VC and the Ventura County Office of Education have worked to create one seamless, tiered quality improvement initiative which incorporates Educare Best Practices and utilizes local First 5, First 5 California Child Signature Program and CARES Plus, and federal Race to the Top - Early Learning Challenge grant funding streams. She highlighted the Results Based Accountability work with GEMS users counties to define and develop elements for a common system across multiple counties with the goal to have a shared platform in place by July 1, 2014.

She continued with an overview of County, Regional and National updates. She highlighted the State Budget bill, AB 110, which was passed by the Assembly and Senate and is now awaiting Governor Brown's signature. She reported on the RTT-ELC additional award with California eligible for an RTT-ELC supplemental grant award up to \$22,427,065. She stated that this additional funding will provide California with up to 75 percent of the amount requested in the original RTT-ELC application from 2011, but individual counties are awaiting more information as to what the local impact will be from this supplemental award. She concluded her report with upcoming events scheduled and highlights from provider anecdotes.

15. Commission Member Comments

There were no comments from the Commissioners.

16. Next Meeting:

The next meeting will be held on Thursday, July 18, 2013, at the Ventura County Office of Education, on 5100 Adolfo Dr., in Camarillo.

The meeting was adjourned at 2:35 p.m.