



**ADMINISTRATION/FINANCE COMMITTEE
AGENDA**

Friday, September 5, 2014

9:30 am – 11:30 am
First 5 Ventura County
2580 East Main St., Suite 203
Ventura, CA 93003

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| I. Call to Order/Welcome/Introductions | Stenslie/Mantooth |
| II. Approval of Minutes from February 7, 2014, March 7, 2014, and May 9, 2014 | Stenslie/Mantooth |
| III. Approval of Agenda | Stenslie/Mantooth |
| IV. Public Comments | Stenslie/Mantooth |

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

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| V. Review of Audit Procedures for FY 2013/14 | Fanning & Karrh, CPAs |
| VI. Recommendation to Approve Records Retention Policy | Johnson |
| VII. Update on Commission Activities | Harrison |
| VIII. New Business/ Miscellaneous | Stenslie/Mantooth |
| IX. Closure | Stenslie/Mantooth |
| X. Next Meeting: <u>Friday, October 3, 2014, 9:30 am – 11:30 am</u> at First 5 Ventura County | |

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact Kathy Rangel, Commission Executive Assistant 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.