



## COMMISSION MEETING

May 26, 2016  
1:00 p.m. – 3:00 p.m.

Ventura County Office of Education  
5100 Adolfo Dr.  
Camarillo

### OPENING

1. Welcome and Introductions – Chair Stenslie
2. Approval of Minutes from March 17, 2016
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 – 2015 Child Care Needs Assessment – Carrie Murphy, Local Planning Council of Ventura County (10 minutes)

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

### CONSENT AGENDA

6. Receive and File the First 5 Ventura County Financial Reports as of March 31, 2016

### REGULAR AGENDA:

7. Public Hearing on the First 5 California (State Commission) Annual Report for FY 2015–16  
Claudia Harrison  
*(Copies of the First 5 California Annual Report can be obtained in advance of the hearing by calling First 5 Ventura County at (805) 648-9990 or by visiting [www.first5ventura.org](http://www.first5ventura.org))*

**8. Report of Committees**

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

- (1.) **Recommendation to adopt proposed budget for Fiscal Year 2016-17**  
*(Recommended action is to adopt operating budgets for Fiscal Year 2016-17.)*
- (2.) **Recommendation to approve updated financial plan, FY 2015-21, in compliance with Health and Safety Code Section 130151**  
*(The Commission will approve and adopt an updated financial plan.)*
- (3.) **Recommendation to maintain targeted administrative cap at 5.5% of total operating budget for FY 2016-17**  
*(Recommended action maintains targeted administrative cap at 5.5%, following the annual review of Commission's policy limiting the percentage of the Commission's budget that may be spent on administrative functions, in compliance with legislative requirements.)*
- (4.) **Recommendation to approve adjustment to Commission salary schedule**  
*(The Commission will review salary data from comparable organizations and consider adopting a new salary schedule.)*
- (5.) **Recommendation to Update Policy for Delegated Authority to Executive Director**  
*(Recommended action would revise policy for delegating authority to the Executive Director to include the allocation of external funding resources.)*
- (6.) **Progress Report**

**9. Recommendation to Continue Contract with Economic Development Collaborative - Ventura County to Manage and Implement the Community Investment Loan Fund – Petra Puls**

*(Recommended action would continue to contract with the Economic Development Collaborative - Ventura County (EDC-VC) to administer and implement the Community Investment Loan Fund for FY 2016-17, not to exceed \$28,570. The contract would provide funds for EDC-VC to issue up to \$750,000 in loans to eligible Community Investment Loan Fund applicants under the previously approved loan guidelines.)*

**10. Recommendation to modify existing Preschool Expansion Program Contracts – Petra Puls**

*(Recommended action is to approve an increase of the daily reimbursement rate for existing Preschool Expansion programs to align with revised State Preschool reimbursement rates. The recommended action would approve revised FY 2016-19 allocations for existing Preschool Expansion contracts. Increased allocation would be funded by unspent funds from FY 2015-16.)*

**11. Report from Executive Director – Claudia Harrison**

- (a) Administrative Operations
- (b) Commission Initiatives
- (c) County, Regional and National Updates

## **12. 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.”)*

## **13. Next Meeting:**

Thursday, June 16, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

## **14. Future Meetings**

Thursday, July 21, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, August 18, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, September 22, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, October 20, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, November 17, 2016, County Office of Education, 5100 Adolfo Dr., Camarillo

Thursday, December 15, 2016, 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 805-648-9990 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.**