

**FIRST 5 VENTURA COUNTY
COMMISSION MEETING
MINUTES**

July 20, 2017

Commissioners Present: Bruce Stenslie, Stan Mantooth, Dr. Michael Gollub, Dr. Cesar Morales, Kelly Long

Excused Absence: Barry Zimmerman, Dr. Robert Levin, Barbara Marquez-O'Neill, Carola Oliva-Olsen

Staff Present: Amy Schroeder, Jennifer Johnson, Petra Puls, Sam McCoy, John Anderson, Lauren Arzu, Heather Davidson, Holly Goldberg

Public Present: Noemi Valdez, Diane Kellegrew, PhD., Cathy Puccetti, Rafaela Frausto

1. Welcome and Introductions

Chair Mantooth opened the meeting at 1:09 p.m.

2. Approval of Minutes from May 18, 2017

A motion was made by Commissioner Stenslie, seconded by Commissioner Morales, to approve the minutes from the May 18, 2017 Commission meeting. The motion passed unanimously.

3. Agenda Approval and Review of Commission Packets

Petra Puls provided an overview of the supplemental packet.

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

4. Public Comments/Correspondence

There were no comments from the public.

5. Presentation: Continuous Quality Improvement (CQI) Project with Neighborhoods for Learning

Petra Puls gave a brief overview of the goals behind the CQI project and introduced Diane Kellegrew, PhD. Diane noted that the project consisted of two in-person trainings and two to three technical assistance sessions for each of the 9 participating NfLs. Diane reviewed the building blocks of the CQI methodology which utilizes Plan, Do, Study, Act cycles and explained

how each NfL utilized existing data to determine areas for improvement. Diane noted that one of the desired outcomes of the project was to develop a culture of continuous quality improvement. Diane highlighted how the Ventura NfL examined the length of time parents are on the PACT waiting list before being able to utilize the service. Diane brought the handout that details each NfLs' projects to the Commission's attention and highlighted additional examples from the Oxnard NfL, Santa Clara Valley NfL, Conejo Valley NfL, and the Ojai NfL. Diane closed by asking for questions or comments from Commissioners and NfL staff in attendance.

Cathy Puccetti commented that while staff was used to collecting data, it was beneficial to be trained on how to utilize that data to improve the quality of services. Noemi Valdez commented that through this process her team better understood how data can drive quality improvements. Rafaela Frausto commented that they were able to redesign the Infant PACT program to be more attractive and competitive with other similar programs. Commissioner Long asked if CQI will be used only when numbers are low and how the NfL Directors plan on utilizing CQI going forward. NfL directors uniformly stated that low participant numbers are not an issue. Cathy answered that CQI is a tool that enables her to utilize her program's data to continuously improve processes. Noemi echoed the sentiment and further commented this process forces her to continuously re-examine efforts to see if they are effective. Dr. Gollub asked if NfLs have reached out to other PACT programs to identify opportunities for collaboration. Rafaela answered that similar programs in the community are replicating processes that NfLs are currently implementing. Commissioner Stenslie thanked the NfLs for doing the work and noted it is energizing to see how data is being utilized. He then asked if there are plans for continuing to support funded partners. Petra advised that the Results Based Accountability budget contemplates continuation of this work. Commissioner Mantooth commented that reflective practice is an important aspect of continual improvement. He then asked if the NfLs shared outcomes with each other. Diane explained that NfLs had an opportunity to share project outcomes with each other during the final training.

CONSENT AGENDA

6. Receive and File the First 5 Ventura County Financial Reports as of May 31, 2017

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

REGULAR AGENDA

7. Recommendation to Approve Compensation for Executive Director

Chair Mantooth stated that while the Commission approved the appointment of Petra Puls as the regular Executive Director in May 2017, the formal action taken by the Commission at that time did not include setting the compensation. He explained that the AdHoc Executive Director Recruitment and Selection Taskforce recommends an annual compensation is \$145,000 with an auto allowance commensurate with County policy, currently at \$525 per month.

A motion was made by Commissioner Gollub, seconded by Commissioner Morales, to approve the compensation for the Executive Director as recommended by the Taskforce, retroactive to May 18, 2017. The motion carried unanimously.

8. Recommendation to Approve Revised FY 2017-18 Contract Amount for Economic Development Collaborative – Ventura County (EDC-VC) for Community Investment Loan Fund.

Commissioner Stenslie recused himself.

Petra Puls gave a brief overview, noting that the FY 2017-18 funding allocation for Economic Development Collaborative - Ventura County (EDC-VC) approved by the Commission in May 2017 anticipated two loans to be finalized prior to June 30, 2017. However, only one loan was completed while the second loan is still being processed. She stated the recommendation is to revise the FY 2017-18 amount available for loans from \$250,000 to \$590,000, for a total contract amount of up to \$620,000 which includes up to \$30,000 for loan implementation.

A motion was made by Commissioner Gollub, seconded by Commissioner Morales, to approve a revised FY 2017-18 contract amount for Economic Development Collaborative - Ventura County (EDC-VC) to increase the amount available for loan disbursements from \$250,000 to \$590,000, for a total contract amount of up to \$620,000, including up to \$30,000 for loan implementation. No new allocation of funds would be required as additional FY 2017-18 funds are due to fewer loans being issued in FY 2016-17. The motion carried unanimously.

Commissioner Stenslie returned to the meeting.

9. Recommendation to Grant Authority to Contract with Sorensen Impact Center to Conduct the Pay for Success Feasibility Study.

Holly Goldberg reported that four applications were received in response to the Request for Proposal for the Preschool Pay for Success Feasibility Study, which was released by the Commission earlier this year. She described the review process and advised the Commission that the review committee recommends selecting the Sorenson Impact Center.

Chair Mantooth asked for clarification on the Pay for Success funding model. Holly explained that investors fund an intervention to a social issue and if the desired outcomes are reached, an end payor – often a government entity - will reimburse investors. Chair Mantooth asked if this was a pilot funding model. Holly stated that this is a newly emerging funding model and clarified that the feasibility study will only determine if this funding model is appropriate for preschool spaces currently funded by First 5 Ventura County and potential expansion of preschool. Petra commented that this type of funding model is also referred to as Social Impact Bonds. Chair Mantooth asked where Sorenson was located, to which Holly answered that they are based at the University of Utah. She further clarified that the frequency of site visits, which would be every six weeks, was a contributing factor in the decision making. Commissioner Long asked if the costs would increase due to the recommended candidate being out of state. Petra explained that all four proposals came in at the maximum amount available for this project, which is \$130,000 and that site visits are included in the total cost of the proposal submitted by Sorenson. Holly added that none of the applicants are based in California and travel expenses were contemplated in all proposals.

A motion was made by Commissioner Long, seconded by Commissioner Morales, to approve the recommendation to grant authority to the Executive Director to enter into a contract with the Sorenson Impact Center to conduct a Preschool Pay for Success Feasibility Study. The total contract is for an amount not to exceed \$130,000 for July 21, 2017 through June 30, 2019. No new allocation of funds are required as funds are provided by the U.S. Department of Education. The motion carried unanimously.

10. Discussion and Considerations for Establishing an Advocacy Policy

Petra Puls reviewed the current advocacy policy which defines advocacy as hosting educational forums to educate the public, unless there is a direct threat to Prop 10 funding. Petra noted that First 5 California, the First 5 Association and several County Commissions are increasing their focus on advocating for funding for young children and families in light of declining Prop 10 resources. Petra noted that today's agenda items is a discussion item only. Next steps would include working with the Admin/Finance Committee on crafting a policy which would be brought back to the Commission for review and adoption.

Petra posed several key questions. She reviewed potential circumstances under which the Commission would take a position on Federal, State and Local policy matters and whether advocacy activities should be proactive or reactive. She shared examples of other Commission's advocacy policies and activities. Petra proposed that a written policy be developed that outlines guidelines and a process for action on policy matters. She asked the Commission for any questions thus far. Commissioner Stenslie asked about potential limitations due to our organizational status. Petra answered that staff will consult with county counsel prior to developing and finalizing an advocacy policy. Commissioner Long commented that although advocacy activities are already under way, she supports developing a written policy to help guide staff. Commissioner Morales commented that with dwindling funding, it is important for staff to be able to act quickly and to participate in local and statewide advocacy activities. Chair Mantooth commented that everyone who is part of this organization is expected to be a champion for children and that a policy would outline how the Executive Director and staff could further the mission, vision and values of First 5. He also suggested that the policy should enable the Executive Director to engage in time sensitive advocacy activities and to then report back to the Commission. The Commissioners directed staff to work with the Administration and Finance Committee on drafting a policy, which would be brought back to the full Commission at a subsequent meeting.

11. Review and discussion of proposed process for determining strategies, investments and outcomes for FY 2019-21

Petra Puls gave an overview of the proposed process and timeline for determining strategies, investments and outcomes for FY 2019-21. Petra noted that the Sustainability Fund will be depleted by FY 2019-21 as planned. She described proposed next steps, including stakeholder analysis, scenario research and planning, community consultation and the development of FY 2019-21 recommendations, inclusive of strategies, implementation model, and funding. Petra asked the Commission for input or questions.

Commissioner Long stated that during the Board of Supervisors' review of the F5VC FY 2017-18 operating budget, concern was voiced regarding the Sustainability Fund being depleted prior to

FY 2019-21. Commissioner Mantooth thanked Commissioner Long for bringing those comments to the Commission's attention and advised that the five year financial plan deliberately supports current programs for the first three years at full capacity, rather than a slow ramp-down. Commissioner Mantooth noted that discussions are taking place to determine the feasibility of transitioning to a more traditional fundraising organization. Commissioner Gollub appreciated the Board of Supervisor's concern, and asked if the board would be motivated to provide funding. Commissioner Long is looking forward to reviewing the advocacy platform to identify opportunities.

12. Discussion and consideration of updates to Executive Director's Objectives and Performance Goals for FY 2017-18

Petra Puls noted that the Executive Director's objectives and performance goals for FY 2016-17 were approved in January of 2017. Petra recommended maintaining the current business goals with minor changes to the goals and the timelines. She noted the biggest change is broadening the scope of the implementation plan for FY 2019-21. Commissioner Mantooth commented that due to the changes that have occurred over the past year, he agrees with maintaining already established goals for the Executive Director and allowing some time for adjustment.

A motion was made by Commissioner Stenslie, seconded by Commissioner Morales, to approve the changes to the Executive Director's objectives and performance goals for FY 2017-18. The motion carried unanimously.

13. Report from Commission Staff

Petra Puls provided an update on employee staffing, introducing First 5's newest Program Manager, Heather Davidson. She reported that the Commission's FY 2017-18 budget has been finalized after being presented to the Board of Supervisors and the Community Commission. She noted the State Controller's Office has certified the First 5 Ventura County FY 2015-16 annual audit to be in conformance with reporting standards. Petra announced that a RfA will be released to advance standardization of best practices and evaluation of Parent and Child Together (PACT) programming. Commissioner Long asked about the impact of starting another project on NfL capacity. Petra answered that the selected consultant would largely be utilizing existing data and that First 5 staff is mindful of extra burden on program staff. Petra provided updates on NfL accomplishments, stating that many are meeting and exceeding annual targets.

Petra announced that contracts have been finalized with New Dawn and Interface Children and Family Services to continue Triple P services over the next two years. She updated the Commission on Help Me Grow's efforts with Sierra Vista Family Medical Clinic in Simi Valley to streamline developmental screening and referral workflow at the clinic, resulting in 100% of children being screened. Petra highlighted QRIS efforts and noted that Hub Region 7 was awarded an \$87,681 grant to support training for QRIS coaches and assessors across the region.

Petra reviewed community initiatives noting that Commissioner Marquez-O'Neil and staff attended an EC-LINC event in Oakland to learn about the impact of community violence on early childhood development, and to explore possible interventions. She reported on staff's attendance of the Pay for Success symposium in Washington, D.C.

Petra announced that F5VC has been selected by Pepperdine University to participate in a Service Leadership Project where a group of students will help develop a Communications Plan for First 5. She noted staff has begun a website refresh and redesign process that will improve public access to information on NfL services. Petra reported that she was interviewed by Camarillo's CityScene TV which is scheduled to air the month of July.

Petra provided an update on county, regional, and national updates, noting that with the increase in Prop 56 tobacco tax in April, cigarette sales have decreased. She advised that staff will be monitoring revenues closely over the coming months. She noted that F5CA co-sponsored SB 63 and will host a policy forum and screening of "The Raising of America" in August. Petra reviewed the approved FY2017-18 state budget, noting it includes funds for 3,000 additional preschool slots as well as an increase to child care reimbursement rates. Petra shared a new Heckman Equation resource on return on investment. Chair Mantooth shared his recent attendance of an event where Professor Heckman spoke about early education and return on investment. Petra announced that the "Kids Count" data book was released and California ranked 37th in overall child well-being. She closed her report by reviewing upcoming events and bringing several media items to the Commission's attention.

14. Commissioner Member Comments

Chair Mantooth noted that the August meeting will likely be cancelled.

15. Next Meeting

The next meeting will be held on Thursday, August 24, 2017, at the Ventura County Office of Education, at 1:00 p.m.

The meeting was adjourned at 2:43 p.m.