



## COMMISSION MEETING MINUTES

**December 13, 2018**

Commissioners Present: Stan Mantooth (Chair), Barbara Marquez-O'Neill (Vice-Chair), Dr. Michael Gollub, Dr. Robert Levin, Kelly Long, Bruce Stenslie, Barry Zimmerman

Excused Absence: Dr. Cesar Morales, Dr. Carola Oliva-Olson

Staff Present: Petra Puls, Lauren Arzu, Heather Davidson, Fahim Farag, Jennifer Johnson, Elizabeth Majestic, Sam McCoy, Nani Oesterle, Alex Torres

Public Present: Sloane Burt, Carizma Chapman, Nicole Clardy, Mary Linn Daehlin, Sharon Elmensdorp, Nancy Kreiselmeyer, Mabel Munoz, Cathy Puccetti, Erik Sternad, Sheila Wenzel

### OPENING

#### **1. Welcome and Introductions**

Chair Mantooth opened the meeting at 1:00 p.m.

#### **2. Approval of Minutes from October 18, 2018 Commission Meeting**

**A motion was made by Commissioner Long, seconded by Commissioner Marquez-O'Neill, to approve the minutes from the October 18, 2018 Commission Meeting. The motion passed unanimously.**

#### **3. Agenda Approval and Review of Commission Packets**

Chair Mantooth requested to reorder the agenda and to move the Report on Implementation Plan for FY 2019-21 Strategic Investments as item 10.

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

#### **4. Public Comments/Correspondence**

Chair Mantooth noted that as the request for public comment corresponds to agenda item 10, it will be heard at that time.

**CONSENT AGENDA**

- 5. Receive and File the First 5 Ventura County Financial Reports as of October 31, 2018**
- 6. Recommendation to adopt a resolution per Government Code 54954(a) to establish time and place for holding regular Commission meetings for Calendar Year 2019**
- 7. Recommendation to Ratify Increase to Preschool Expansion Contract with Child Development Inc.**

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

**REGULAR AGENDA**

- 8. Report of Committees**
  - a. Administration and Finance**

Chair Mantooh introduced Jennifer Johnson to deliver the Administration and Finance Committee progress report.

**1) Progress Report**

Jennifer reported that the Committee approved the staff recommendation to extend the existing audit firm for Fiscal Year 2018-19, which will provide continuity and will push back requesting bids for a new auditor by one year to align the audit cycle with the new funding cycle. She added that this action does not require Commission approval as the expenditure amount is under \$50,000.

Jennifer reported that the Committee has started working on the Fiscal Year 2019-20 annual budget, including internal resources. She noted that the Committee will continue to review the budget assumptions which will be presented to the Commission in January 2019 for input. She added that the Committee will work to finalize the budget for final Commission review and approval in February 2019. Jennifer noted that this timeline moves up the budget approval by three months in order to allow for internal transition planning and any staffing changes that may occur in Fiscal Year 2019-20.

Jennifer reported that Petra Puls provided an update on transition work, including a proposal to utilize unspent funds to support the transition work. She concluded her report noting that the Committee received a presentation on the Annual Accountability Report and approved the 2019 Administration and Finance Committee Meeting Schedule.

**2) Recommendation to revise contract boilerplate for funded programs**

Jennifer reported that the contract boilerplate is reviewed annually for updates to insurance requirements, any new provisions that should be added, and opportunities to clarify or streamline the boilerplate. She noted that a revised recommendation in the supplemental packet reflects three changes proposed by the Committee regarding attribution language, adding a provision for tax exempt organizations to submit their

annual tax return, and maintaining a supply inventory. Jennifer added that the committee proposes to continue the multi-year contracting practice and procedures for use of unspent funds. She concluded that legal counsel and our insurance broker have been consulted and approve these revisions.

**A motion was made by Commissioner Long, seconded by Commissioner Levin, to revise provisions in the contract boilerplate to include submission of an annual statement of financial position, maintaining an inventory, and updates to attribution language. The motion passed unanimously.**

## **9. Election of new officers to be seated in January**

Chair Mantooth noted that the Chair and Vice-Chair are chosen annually by an election and seated in January of the following year. He noted that the Commission's bylaws call for one-year terms but officers do not have any term limits and have historically served for two years.

Chair Mantooth opened up the meeting for nominations.

Commissioner Stenslie nominated Commissioner Marquez-O'Neill, seconded by Commissioner Levin, as Chair of the Commission.

Commissioner Long nominated Commissioner Zimmerman, seconded by Commissioner Stenslie, as Vice-Chair of the Commission.

Chair Mantooth closed nominations.

**The motions to accept the presented nominations for Chair and Vice-Chair for calendar year 2019 passed unanimously.**

## **10. Report on Implementation Plan for FY 2019-21 Strategic Investments**

Chair Mantooth invited Sheila Wenzel to deliver her public comment. Sheila introduced herself, detailed her history with the Ventura NfL, and noted she regularly attends the F5VC Coffee and Conversations as well as Commission Meetings. Sheila noted the Interface website does not emphasize an organizational expertise in Early Childhood Education and questioned if the decision was based on a business plan and not content expertise. She noted that successful program development takes more than two years and suggested the Commission consider utilizing proposals from the two NfL applicants for one year and allow the NfLs work with Interface to develop a successful transition. Sheila noted this would benefit those we serve and result in greater staff security. Sheila noted two positions are currently listed on Interface website in spite of promises by F5VC to communicate staffing timelines by December 14, 2018. Sheila asked the Commission to make sure their decision is thoughtful and prioritize best outcomes for those we serve.

Chair Mantooth thanked Sheila for her remarks and introduced Elizabeth Majestic to provide an update on implementation plan activities.

Elizabeth reported on transition planning progress to date and reviewed annual investment levels for Fiscal Years 2016-19, 2019-21, and 2021-26. She noted that investment levels are the result of declining tobacco tax revenues and streamlined investments in place-based services are aligned with the established F5VC guiding principles. She added that the redesigned NfL system requires a different implementation model, will focus on PACT programming, and that services will be provided countywide. Elizabeth reported staff are exploring existing partnerships for opportunities to expand and leverage resources.

Elizabeth noted F5VC staff recently held a change management training with Interface and NfL leadership to address logistics and issues moving forward. She added that F5VC staff are facilitating ongoing introductory meetings with each NfL to help Interface learn more about the unique aspects of each NfL and community. Elizabeth also noted that F5VC staff have hosted meetings with parents in Simi Valley and Moorpark, with other NfL parent meeting dates to be confirmed, to engage parents as partners moving forward. She added that parents are very interested in future facilities and that F5VC staff are in the process of doing assessments for all NfL sites.

Elizabeth reported that identified priority areas for the transition period include staffing, selection of facilities, and maintaining relationships. She reviewed the staffing timeline with the Commission and noted that additional job openings will be published by Feb 1, 2019. She added interviews will commence by March 1 and that those positions will be filled hopefully by April 1.

Commissioner Long asked if the positions recently posted by Interface are posted on the F5VC website, Elizabeth confirmed. Chair Mantooth asked if recruitment will be closed or open. Elizabeth noted that NfL staff will be given priority but the process will be open. She added depending on how initial staffing goes there may be a 2<sup>nd</sup> round of positions posted in May 2019.

Elizabeth noted that F5VC staff are working with funded partners to determine how best to capture their existing relationships and how they serve the families in their communities. She added that F5VC is looking at networks and partner organizations for each NfL to maximize continuity moving forward.

Elizabeth concluded her report noting that F5VC and Interface have established weekly workgroup meetings to facilitate a successful transition.

Commissioner Long asked why funded partners would see a benefit to providing their client list and network. Elizabeth noted that while providing client and partner information is voluntary, providing such information would allow direct communication with families we serve in order to ensure a successful transition. Elizabeth added that as each NfL communicates with families in different ways and staff are working to tailor communications to families in the ways they expect and embrace.

Commissioner Marquez-O'Neill asked if staff are meeting with parents at each NfL. Elizabeth stated that F5VC staff have met with parents in Moorpark and Simi Valley and their concerns have been considered in changes to priority actions items and communications efforts. She added that staff are scheduling parent meetings at additional NfL locations.

Commissioner Marquez-O'Neill asked if we are planning to utilize existing Interface relationships to engage the Mixteco community. Elizabeth noted we are planning to use the expertise of partners including Interface and MICOP to reach Mixteco communities as well as developing a mobile PACT program to serve a communities where an NfL is not located.

Commissioner Levin asked if we expect any NfLs to break off and start providing services. Petra noted that due to the majority of funding coming from F5VC we do not expect such a development but we would embrace those programs being supported through another funding source. She added that F5VC will disseminate best practices and standards with all ECE partners, be it NfLs or another provider. Commissioner Levin noted if such a reality should occur he would prefer if F5VC allow for brand continuity in exchange for a valued benefit of quality programming for families we serve.

Commissioner Marquez-O'Neill noted that this process has been very emotionally impactful for F5VC and funded partner staff and advised to include emotional support professionals if such a process would be desired by our funded partners. She noted we need to focus on how we partner to serve families and perhaps bring in assistance to help heal the emotional scars.

Commissioner Gollub asked why guiding principles do not include prenatal-3 and asked that we prioritize the maternal/fetal dyad as the most important target group for prevention. Petra agreed and noted the 0-3 language is in reference to PACT programming and not overall Commission priorities.

Commissioner Marquez-O'Neill noted that systems change efforts may be best suited to address these goals. Elizabeth agreed and noted that there are CDC surveillance and safe mother programs that we can look at to tailor targeted services moving forward. Petra added we are looking at how we can layer additional funding on top of the NfL infrastructure. She provided an example of a current effort to secure "Road to Resiliency" grant funding that would address substance abuse prevention and intervention among expecting and new mothers.

Commissioner Gollub noted he appreciates the larger view but we also need to take local steps to work with OBGYNs, midwives, etc. to identify those who are using substances. Petra agreed and noted part of this grant is to work with physicians to aid in diagnosis and referral.

Commissioner Marquez-O'Neill noted the 4Ps Plus effort is still active locally and added that private practice doctors are sometimes difficult to engage. Commissioner Levin noted that the private delivery system is hesitant to report substance abuse because of the punitive actions on parents. He added that VCPH and F5VC are meeting to determine how best to proceed with ACES workgroup efforts.

Petra noted next steps include meeting with Interface to determine what additional resources are needed to ensure a smooth and successful transition. She added other transition planning target areas include early identification and countywide linkage through the Help Me Grow implementation model. She concluded that we will have further discussion on systems change at upcoming Commission meetings.

Chair Mantooth noted the Commission approved contracting with Interface and absent of any changes to that contractual arrangement we have about six months to ensure a successful transition. He noted he would hate to see an unsuccessful transition due to lack of communication or positive intent of anyone.

## **11. Discussion of Implementation Options for Preschool**

Petra noted this presentation is to gain feedback regarding the \$1 million annual investment in preschool approved by the Commission for Fiscal Years 2019-20 and 2020-21. She noted historically we have created about 1,500 spaces and staff have worked to transition spaces to more sustainable state funding

sources, such that 557 spaces are currently funded by F5VC with the rest funded through other sources. Petra reported the current preschool funding model varies by NfL, with some issuing scholarships due to private sector capacity and lack of publicly funded programs. She noted in other areas, such as the Oxnard plains, we fund entire classes as capacity is lacking. Petra added that new state leadership has consistently championed early education and promised to expand preschool to all low-income 3- and 4-year olds. Petra concluded her remarks by noting F5VC has engaged in a Pay For Success (PFS) feasibility study in the area of preschool and introduced Holly Goldberg, F5VC Program Manager, to provide an update.

Holly provided a brief recap of the PFS model and reported staff has conducted a feasibility study on local PFS opportunities in the area of preschool. She noted this model can potentially expand preschool offerings by demonstrating cashable savings from the impact on those we serve. She added that a government funding source only pays an investor when established impact has been met and cashable savings has been achieved.

Holly noted F5VC conducted a student outcomes analysis in partnership with Oxnard Elementary School District to identify outcomes with measurable cost savings. She reported there is not strong evidence to suggest there are measurable cashable savings for the current part-day preschool model. Holly noted outcomes we looked at include 3<sup>rd</sup> grade reading scores, attendance, ESL, and special education. She added that there is reason to believe cashable savings are achievable with full-day preschool or for programs with wrap around multi-generational family support services.

Petra reported at current state reimbursement rates we can fund 197 spaces with \$1 million annually, as compared to the 550 spaces currently funded. She noted we have identified a few investment options, the first is to continue the current model, either through funding spaces directly or via scholarships. She presented another option which is to support state funded part-day, 3 hour programs to extended days at 6 hours. Petra noted another model would propose adding wrap around family support services to current part-day preschool investments, which may position us for PFS funding opportunities. She also noted that staff are exploring a hybrid model as well. Petra noted that the Department of Education recently announced increases to income eligibility for state funded preschool effective July 1, 2019, thus expanding the population eligible to participate in State Preschool.

Petra noted we are working with stakeholders to obtain input but would like direction from the Commission regarding potential models to consider; geography, income, or other factor to prioritize; and whether to prioritize positioning F5VC for future PFS funding or maintain as much licensed capacity as possible, etc.

Commissioner Long asked if we know how many of our current families will be eligible for state funded programs under the new eligibility. Petra noted that a larger pool of potential preschool families can be served, however communities, such as Ojai and Moorpark/Simi Valley, lack State Preschool capacity to serve qualified families.

Chair Mantooh noted the Commission has prioritized maintaining preschool for those families without other access over the next two years. He advised F5VC include the VCOE Director of Research and VCOE Director of ECE in stakeholder meetings.

Commissioner Long asked if we are considering social factors in addition to educational metrics in the PFS model. Holly noted that while we include social and emotional outcomes, there is still limited evidence of cashable savings to government investors. She added that while our current part-day preschool model does not seem feasible for a PFS financing model there are other program models which may fit.

Commissioner Gollub asked how the potential for state-funded universal preschool is being considered. Chair Mantooth and Commissioner Zimmerman noted that while there is support for universal preschool and healthcare, the funding for such programs has yet to be identified or approved. Commissioner Stenslie added child care was third in ranking as far as public support, behind universal healthcare and free community college. Petra noted a summary of AB123 is enclosed in the packet, which proposes funding 100,000 new spaces at a cost of \$1.3 billion over three years. She added that while the funding is necessary to expand access to State preschool, F5VC staff know from experience how long it takes to build the licensed capacity and facilities for additional spaces.

Commissioner Zimmerman asked that staff develop model B to present it to the Commission for consideration and feedback. He noted he would like to look at holistic child development approaches and opportunities to align preschool with other initiatives to focus on the well-being of the child. Holly agreed and noted depending on the model we move forward with, we may be able to leverage state and/or federal funding.

Commissioner Marquez-O'Neill noted if the current model is shown not to work we should look at other options and asked if staff are intending to form a committee. Petra confirmed and invited interested Commissioners to join the committee. Commissioner Zimmerman expressed interest and Chair Mantooth recommended Commissioner Morales be on the committee.

## **12. Report from Executive Director**

Petra Puls directed the Commissioners to her written report and highlighted information on Proposition 10 distributions and the backfill from Proposition 56. She noted the backfill from Fiscal Year 2017-18 was about 50% of projections, which is believed to be due to black market tobacco sales and price increases by retailers. She added that F5CA and the F5 Association are meeting with the Board of Equalization to better understand the backfill formula and identify any issues with the formula itself. Petra also noted that the closure of El Centrito impacted 24 F5VC funded preschool spaces but thanks to the work of our partners at CDI and staff, families were able to transition to a CDI classroom with no gaps in service for those 24 children.

## **13. Performance Review of Employee (Govt. Code, Section 54957)**

The Commission entered closed session at 2:32 pm to discuss the performance evaluation of the Executive Director.

The Commission returned to open session at 3:17 pm.

**14. Discussion and consideration of updates to Executive Director's Objectives and Performance Goals for FY 2018-19**

Chair Mantooth reported the Commissioners unanimously approved a 3% salary increase for the Executive Director effective January 1, 2019. The action also included an increase to in-county mileage allowance to \$575 per month, in accordance with comparable County executive level employees, and to update the Executive Director business goals for Fiscal Year 2018-19 as proposed.

**15. Commission Member Comments**

There were no comments from members of the Commission.

**16. Next Meeting**

Thursday, January 24, 2019, Ventura County Community Foundation, 4001 Mission Oaks Blvd., Camarillo.

The meeting was adjourned at 3:20 pm.