



COMMISSION MEETING

February 28, 2019
1:00 p.m. – 3:00 p.m.

Ventura County Community Foundation
Community Room
4001 Mission Oaks Blvd.
Camarillo

OPENING

1. Welcome and Introductions – Chair Marquez-O’Neill
2. Approval of Minutes from January 24, 2019 Commission Meeting
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.)

CONSENT AGENDA

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

Consent Agenda Items 5 and 6: Review and approve unless an item is pulled for separate action by the Commission and moved to the Regular Agenda for consideration. Consent items are to be routine and non-controversial. All items are approved as recommended without discussion.

5. Receive and File the First 5 Ventura County Financial Reports as of December 31, 2018
6. Ratification of Committees
(In accordance with the Commission by-laws, all committee appointments are made by the Chair of each Committee, subject to ratification by the Commission.)

REGULAR AGENDA

- 7. Recommendation to Adopt an Implementation Model for Help Me Grow and to grant authority to the Executive Director to Enter into a Contract with Ventura County Public Health for Implementing Components of the Help Me Grow Model – Heather Davidson**
(The Commission will review, discuss and consider the adoption of an implementation model for Help Me Grow, beginning with FY 2019-20. The recommended action would also grant authority to the Executive Director to enter into a contract with Ventura County Public Health to implement specific components of the Help Me Grow model, for an amount not to exceed \$400,000 for July 1, 2019 through June 30, 2021.)

- 8. Recommendation to Adopt an Implementation Model for Preschool Services – Petra Puls**
(The Commission will review, discuss and consider the adoption of an implementation model for delivering preschool services, beginning with FY 2019-20.)

- 9. Recommendation to allow use of unspent funds for close-out activities related to contracts that sunset June 30, 2019 and approve criteria for extending contracts – Jennifer Johnson**
(Recommended action would allow contractors whose programs sunset June 30, 2019, to request funding for resources that are needed to complete close-out activities that would occur between July 1, 2019, and September 30, 2019. The pool of resources available would not exceed a total of \$500,000 and the Executive Director would have the authority to approve extensions and increase contracts in accordance with the approved criteria.)

- 10. Report of Committees**
 - a. Administration and Finance – Commissioner Mantooh, Commissioner Stenslie**
 - i. Recommendation to adopt proposed budgets for Fiscal Year 2019-20**
(Recommended action is to adopt Fiscal Year 2019-20 budgets. The operating budget shall be the final budget if there are no substantive comments by the Community Commission of Ventura County and the Board of Supervisors after their reviews.)

 - ii. Recommendation to update administrative cost policy and adopt administrative cap at 12% of total operating budget for FY 2019-20**
(Recommended action approves updates to the administrative cost policy and establishes the administrative cap at 12%, following the annual review of the Commission’s policy limiting the percentage of the Commission’s budget that may be spent on administrative functions, in compliance with legislative requirements.)

 - iii. Recommendation to approve updated financial plan, FY 2016-26, in compliance with Health and Safety Code Section 130151**
(The Commission will approve and adopt an updated financial plan.)

11. Update and Discussion of Implementing FY 2019-21 Strategic Investments – Elizabeth Majestic

(The Commission will receive an update on implementing FY 2019-21 strategic investments, including the transition to the redesigned Neighborhoods for Learning (NfL) place-based services model.)

12. Report from Executive Director – Petra Puls

- (a) Report on Administrative Operations
- (b) Update on Commission Initiatives
- (c) Update on Statewide First 5 Activities

13. 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.”)

14. Next Meeting

Thursday, March 21, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo

15. Future Meetings

Thursday, April 18, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, May 23, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, June 27, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, July 18, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, August 15, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, September 19, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, October 24, 2019, Ventura County Community Foundation, 4001 Mission Oaks Blvd., Camarillo
Thursday, November 21, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo
Thursday, December 12, 2019, County Office of Education, 5100 Adolfo Rd., Camarillo

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact First 5 Ventura County at 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.