



COMMISSION MEETING

May 21, 2020
1:00 p.m. – 3:00 p.m.

IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S EXECUTIVE STAY AT HOME ORDER AND THE COUNTY OF VENTURA HEALTH OFFICER DECLARED LOCAL HEALTH EMERGENCY AND BE WELL AT HOME ORDER RESULTING FROM THE NOVEL CORONAVIRUS, THE FIRST 5 VENTURA COUNTY ADMINISTRATIVE OFFICES ARE CLOSED TO THE PUBLIC AND ALL MEETINGS ARE PROCEEDING ELECTRONICALLY.

The following options allow for public participation and comments:

1. To observe the meeting conducted via Zoom, please contact First 5 Ventura County at assistant@first5ventura.org at least one hour prior to the start of the meeting for registration information.

2. If you wish to make a public comment, you have the following choices:

a) If you wish to make a written comment on a specific agenda item before the meeting, please submit your comment via email at least one hour prior to the start of the meeting. Please submit your comment, limited to 250 words or less, to assistant@first5ventura.org. Please indicate in the Subject Line, the Agenda item number (e.g., Item No. 9). Your email will be read and placed into the item's record at the meeting.

b) If you are watching the meeting via Zoom (prior registration required – email assistant@first5ventura.org for information) and would like to make either a general public comment for items not on the day's agenda or to comment on a specific agenda item as it is being heard, please submit your comment, limited to 250 words or less in the zoom meeting chat box OR state your request for verbal public comment in the chat box. Verbal public comments may be limited to three (3) minutes due to time limitations.

Every effort will be made to read written comments into the record, but some comments may not be read due to time limitations. Comments received after an agenda item will be made part of the record if received prior to the end of the meeting.

OPENING

- 1. Welcome and Introductions – Chair Marquez-O'Neill**
- 2. Approval of Minutes from April 23, 2020 Commission Meeting**
- 3. Agenda Approval and Review of Commission Packets**
- 4. Public Comments/Correspondence**

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

CONSENT AGENDA

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 March 31, 2020**
- 6. Recommendation to Increase FY 2019-20 Equipment Budget**
(Recommended action would increase the FY 2019-20 Equipment Budget from \$5,000 to \$11,500 to address unanticipated equipment needs.)

REGULAR AGENDA

- 7. Public Hearing on the First 5 California (State Commission) Annual Report for FY 2018–19 – Petra Puls**
(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)
- 8. Recommendation to Adopt a Revised Help Me Grow Implementation Model – Sharon Elmensdorp**
(The Commission will review, discuss, and consider the adoption of a revised implementation model for Help Me Grow, beginning with FY 2020-21. Under the new model, First 5 Ventura County would retain the role of organizing entity and assume responsibility for implementing all components of Help Me Grow.)
- 9. Report of Committees**
 - a. Administration and Finance – Commissioner Mantooth, Commissioner Stenslie**
 - i. Recommendation to adopt proposed budgets for Fiscal Year 2020-21**
(Recommended action is to adopt Fiscal Year 2020-21 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 maintain targeted administrative cap at 12% of total operating budget for FY 2020-21**
(Recommended action maintains targeted administrative cap at 12%, 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)

- 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.)

10. Recommendation to Approve Contract with Economic Development Collaborative to Manage and Implement the Community Investment Loan Fund – Petra Puls

(Recommended action would authorize the Executive Director to contract with the Economic Development Collaborative (EDC) to continue managing the implementation of the Community Investment Loan Fund for FY 2020-21, not to exceed \$35,000. The contract would also provide funds for EDC to issue up to \$500,000 in loans to eligible Community Investment Loan Fund applicants under the previously approved loan guidelines, for a total FY 2020-21 contract amount not to exceed 535,000.)

11. Recommendation to Modify Preschool Scholarship Criteria for FY 2020-21– Nani Oesterle

(The recommended action would modify the existing criteria for First 5 Ventura County funded-preschool scholarships for FY 2020-21, making scholarships available to families countywide.)

12. First 5 Ventura County’s Continued Response to COVID-19

(The Commission will receive updates and discuss First 5 Ventura County’s continued response to the COVID-19 Pandemic)

- a. **Recommendation to Modify Preschool Funding Model for FY 2019-21– Nani Oesterle**
(The recommended action would modify the existing reimbursement structure for First 5 Ventura County funded-preschool spaces for FY 2019-21 as a result of COVID-19.)
- b. **Updates**
(The Commission will receive updates and discuss First 5 Ventura County’s continued response to the COVID-19 Pandemic.)

13. Strategic Planning – Petra Puls

(The Commission will review and provide input on the draft strategic plan extension for FY 2020-22.)

14. Report from Executive Director – Petra Puls

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

15. 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.”)

16. Next Meeting

Thursday, June 18, 2020 (whether meeting to be held either in-person or electronically to be determined based upon state of the novel corona virus emergency)

17. Future Meetings

Thursday, July 16, 2020, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, August 20, 2020, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, September 17, 2020, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, October 22, 2020, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, November 19, 2020, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, December 17, 2020, 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.