



**COMMISSION MEETING
MINUTES**

April 23, 2020

Commissioners Present: Dr. Michael Gollub, Kelly Long, Stan Mantooth, Barbara Marquez-O’Neill, Dr. Cesar Morales, Dr. Carola Oliva-Olson, Bruce Stenslie

Excused Absence: Dr. Robert Levin, Barry Zimmerman

Staff Present: Petra Puls, John Anderson, Lauren Arzu, Heather Davidson, Dr. Sharon Elmensdorp, Fahim Farag, Jimena Hernandez, Jennifer Johnson, Elizabeth Majestic, Sam McCoy, Nani Oesterle

Public Present: Linda Bays, Carizma Chapman, Elizabeth Hardin, Andrew Huizar, Mabel Munoz, Susannah Oh, Lynn Stephens

OPENING

1. Welcome and Introductions

Chair Marquez-O’Neill opened the meeting at 1:01 pm and shared a quote.

2. Approval of Minutes from March 19, 2020 Commission Meeting

A motion was made by Commissioner Gollub, seconded by Commissioner Mantooth, to approve the minutes from the March 19, 2020 Commission Meeting. The motion passed unanimously.

3. Agenda Approval and Review of Commission Packets

Chair Marquez-O’Neill provided an overview of regular and supplemental packet items, noting materials were sent via email and are posted on the F5VC website.

A motion was made by Commissioner Oliva-Olson, seconded by Commissioner Stenslie, to approve the agenda. The motion passed unanimously.

4. Public Comments/Correspondence

There were no comments from members of the public.

CONSENT AGENDA

5. Receive and File the First 5 Ventura County Financial Reports as of February 29, 2020

6. Recommendation to Grant Authority to the Executive Director to Enter into a Contract with Persimmony for a Program Management and Evaluation Software System

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

REGULAR AGENDA

7. Report of Committees **a. Administration and Finance**

Commissioner Mantooth noted the Committee reviewed the following item at the April meeting and asked Jennifer Johnson to provide an overview of the recommendation.

i. Recommendation to Approve Policy to Comply with the Families First Coronavirus Response Act

Jennifer provided an overview of the proposed policy, which would comply with new laws regarding paid leave. The Families First Coronavirus Response Act includes two types of paid leave and applies to employers with 500 or fewer employees. Provisions in this act are in addition to existing sick and family leave, apply from April 1 through December 31, 2020, and have no carryover to future years or cash out value upon separation from employment. Jennifer reported that, consistent with the Commission's regular sick leave policy, the Emergency Sick Leave Policy proposes eligible employees shall be paid at their regular rate of pay. She detailed the components of the paid sick leave policy, including maximum hours, proration for part-time employees, and qualifying reasons for use of such leave.

Jennifer detailed components of the Expanded Family and Medical Leave, noting unlike traditional FMLA this is available to all staff with at least 30 days of employment and is paid leave. She noted this policy does not increase the total amount of covered leave per year, which is 12 weeks, but expands eligibility to employees unable to work due to school or child care being closed due to COVID-19. She detailed components of the policy, noting although the first two weeks are unpaid an employee may concurrently use Emergency Paid Sick Leave during that time if it is available. For the remaining ten weeks employees would receive two-thirds of their regular rate of pay, up to \$200 per day and \$10,000 in aggregate. Jennifer noted the Committee reviewed the policy and their intent is this policy should include members of a household to the extent permissible by law.

Commissioner Stenslie thanked Jennifer for the detailed policy overview and noted many recent calls to the EDC small business hotline are looking for information regarding these new provisions. He commended F5VC staff for preparing a comprehensive policy so quickly.

A motion was made by Commissioner Long, seconded by Commissioner Oliva-Olson, to adopt the proposed policy to comply with the Families First Coronavirus Response Act, which includes the Emergency Paid Sick Leave Act and the Emergency Family and Medical Leave Expansion Act, effective from April 1, 2020 through December 31, 2020. The motion passed unanimously.

8. Discussion of First 5 Ventura County's Continued Response to COVID-19

Petra updated the Commission on F5VC's ongoing response to COVID-19, focusing on F5VC's work to support funded partners and local families. She noted that although the agenda indicated a

recommendation for child care needs of essential workers, an update will be provided in lieu of a recommendation for action by the Commission.

Petra reported F5VC is using the guiding principles of equity and innovation in our response efforts, prioritizing supporting those in our community who are most vulnerable. Staff are coordinating weekly Funders Forum meetings to increase efficiency and avoid duplication of efforts in the philanthropic sector. F5VC leadership is considering any perceived gift of public funds when assessing where F5VC resources and staff capacity will be most helpful, while also seeking to minimize any additional administrative burden for F5VC and community partners.

Petra reported that “pop-up” child care for essential workers was deemed unnecessary as of now because some existing child care/preschool partners are still operating and able to serve children of essential workers. Staff have been working with employers to direct them to accessible child care and with partners to determine how we can help providers’ access supplies. The Governor has issued Executive Orders to remove income eligibility limits for essential workers, encourage all subsidized programs (State Preschool) who can safely open and operate to do so, and allocated an additional \$50 million for vouchers for child care for essential workers and \$50 million for supplies for child care providers. As such a recommendation for allocation of F5VC funds is not needed at this time.

F5VC staff are currently assessing the impact of closures on current preschool contracts for the current fiscal year as well as Fiscal Year 2020-21 in order to determine what contract modifications may be necessary. Petra reported that staff are assessing if contracts should be paid in full for the remainder of the year. The Commission approved a policy after closures due to fires to authorize payments to preschool contractors who are not able to operate due to emergency situations, and still incur staffing and operating costs. F5VC is also working with funded partners to determine how to address family fees, as families may not be paying while programs are closed. Petra noted staff may present a recommendation to waive family fees for the remainder of the fiscal year at a future meeting. For Fiscal Year 2020-21 F5VC is working with funded partners to determine whether to revise or eliminate the family fee structure and possibly increase scholarship amounts per family and expand eligible areas beyond the Oxnard plains, Ojai Valley, and Simi Valley/Moorpark as a bridge strategy. Staff will continue to work closely with funded partners and monitor State budget projections to develop recommendations for Commission consideration.

Chair Marquez-O’Neill asked how essential workers are being defined. Petra noted F5VC and funded partners are using definitions consistent with state guidelines.

Commissioner Long asked about F5VC funding for future years. Petra noted Proposition 10 tax revenues continue to be closely monitored by staff who are in regular contact with the CDTFA and the 10-year long range financial plan is conservative using estimated rates of decline.

Petra reported that F5VC staff continue to work remotely. Procedures have been in place to ensure all administrative functions and regular communications with the public and funded partners continue through phone, email, Zoom, etc. NfLs are adjusting programming to deliver services virtually, including connecting with over 900 families via telephone in the past month, offering daily interactive activities via Zoom, and ongoing parent education and support through digital platforms. NfL staff are also using Class Dojo to share activities and Facebook Live for daily live activities.

Petra outlined efforts to support the broader community, including coordination of efforts with community partners such as CDR, VCOE, CDI, County OES, and FOOD Share etc. to ensure gaps in services are addressed. She noted a press release is enclosed detailing F5CA approving \$4 million in diapers, wipes, and liquid soap for distribution statewide. The priority will be child care providers, then the community at large. F5VC is partnering with FOOD Share and Supplybank.org for distribution of over 2,700 boxes of diapers, along with three pallets of wipes and four pallets of soap. Supplies are expected to be delivered in May and F5VC is developing a distribution plan to make sure that the supplies get in the hands of providers and those families most at need.

Chair Marquez-O'Neill thanked Petra and staff for the quick response and the dedication to ensure business operations continue.

Commissioner Long thanked F5VC staff for their dedication to supporting children and families in these times and adapting so well to ensure service delivery continues.

Commissioner Stenslie reported the most vulnerable segments of society are those first impacted in terms of loss of employment and commended F5VC and partners for supporting the community. He advised that gradual reopening of businesses will occur prior to schools and preschools reopening, and staff will need to continue to monitor the need for expansion of local child care. Petra agreed and added F5VC may also need to explore options for supporting facilities that are open but not able to earn sustainable revenue due to distancing requirements.

Chair Marquez-O'Neill agreed and noted there will need to be continued evaluation of child care needs as businesses and schools re-open at different rates.

9. Report from Executive Director – Petra Puls

Petra delivered highlights from her written report, noting the Administration and Finance Committee reviewed budget assumptions for Fiscal Year 2020-21 and is working on annual budgets for presentation to the Commission in May. Updated Proposition 10 tax distribution information is enclosed, F5VC is 3% ahead of last year and county share of pro-rata (indirect) costs have yet to be calculated. She directed the Commission to statistics for NFL virtual programming detailed earlier and noted recent NFL newsletters from Interface are enclosed for reference.

Petra reviewed the new implementation model for HMGVC in Fiscal Year 2019-20, with F5VC serving as the lead organizing entity and VCPH is taking on parent navigation and community outreach. She added staff are currently discussing potential modifications for Fiscal Year 2020-21 to increase efficiency and improve systems integration.

Early literacy activities have shifted to virtual platforms and the in-person Take 5 and Read to Kids! event has been cancelled for 2020. F5VC is exploring virtual options and participating in a virtual Dia de Los Libros Facebook Live event on April 30 with First Partner Jennifer Siebel Newsom. Petra noted California Surgeon General, Dr. Nadine Buke Harris, is partnering to help promote the First 5 "Talk Read Sing" campaign, and a press release is enclosed with more detail.

Petra reported that the Census timeline is being delayed by three months and Ventura County is in the top five counties in the state for self-response rate. F5VC staff are also participating in a First 5 Association statewide learning community on virtual service delivery strategies to share and learn from other counties.

Petra reported F5CA has approved the redirection of IMPACT hub funds allocated for assessments in the fourth quarter for stipends for QRIS enrolled providers to allow them to remain open, and they may be used to purchase supplies, offer hazard pay, underwrite deep cleaning of facilities, etc.

Petra concluded her report noting the Administration and Finance Committee will meet virtually in May with the exact date to be determined.

10. Commission Member Comments

Commissioner Gollub thanked Dr. Levin and his team for their hard work keeping Ventura County safe.

Commissioner Mantooth echoed Commissioner Gollub's remarks for Dr. Levin and thanked Petra and F5VC staff for maintaining connections and ensuring support continues for our youngest populations.

Chair Marquez-O'Neill thanked Dr. Levin for keeping the public informed and calm and for delivering updates bilingually. She also thanked F5VC staff for their hard work and diligence.

11. Next Meeting

Thursday, May 21, 2020 (via Zoom)

The meeting was adjourned at 2:13 pm.