



## COMMISSION MEETING

**May 20, 2021  
1:00 p.m. – 3:00 p.m.**

IN REPOSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS, AND IN ACCORDANCE WITH THE CALIFORNIA GOVERNOR'S ORDER AUTHORIZING ELECTRONIC PUBLIC MEETINGS, ALL FIRST 5 VENTURA COUNTY COMMISSION MEETINGS ARE PROCEEDING ELECTRONICALLY UNTIL FURTHER NOTICE.

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](mailto: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 to [assistant@first5ventura.org](mailto: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](mailto: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 22, 2021 Commission Meeting**
- 3. Agenda Approval and Review of Commission Packets**
- 4. Public Comments/Correspondence**

**5. Public Hearing on the First 5 California (State Commission) Annual Report for FY 2019–20 – 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](http://www.first5ventura.org))*

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

**CONSENT AGENDA**

Consent Agenda Item 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.

**6. Receive and File the First 5 Ventura County Financial Reports as of March 31, 2021**

**REGULAR AGENDA**

**7. Report of Committees**

**a. Administration and Finance – Commissioner Morales, Commissioner Stenslie**

**i. Recommendation to revise contract boilerplate for funded programs**

*(Recommended action will revise provisions in the contract boilerplate to refine independent contractor status and clarify provision on wages and benefits.)*

**ii. Recommendation to approve adjustment to Commission’s employee compensation schedule**

*(The Commission will review salary data from comparable organizations and consider adopting a new salary/wage schedule. Any existing staff falling below the new range will be adjusted to align with the new beginning range.)*

**iii. Progress Report**

**8. Recommendation to grant authority to contract with Wonderschool to implement the Family Child Care Shared Services Pilot – Nani Oesterle**

*(Recommended action would grant authority to the Executive Director to enter into a contract with Wonderschool to implement the Child Care Management System Pilot for Family Child Care Providers. The total contract would be for an amount not to exceed \$101,200 for July 1, 2021 through June 30, 2023. No new allocation of funds is needed as the Commission has already approved use of currently unallocated funds from F5VC’s preschool initiative.)*

**9. Recommendation to grant authority to contract with Social Solutions Global (SSG) Apricot 360 software system for First 5 Ventura County’s program management, case management, and evaluation efforts – Sam McCoy**

*(The recommended action would select Social Solutions Global (SSG) as the new data management vendor for the Commission’s program management, case management, and evaluation efforts. This action would also grant authority to the Executive Director to enter into a contract with SSG, beginning June 1, 2021 through June 30, 2022 for up to \$70,000 for initial development, technical support, data migration and annual licensing fees, subject to annual renewal for FY 22-24.)*

**10. Recommendation to extend Persimmony software system contract during transition to new software system – Sam McCoy**

*(The recommended action would grant authority to the Executive Director to extend the current contract with Persimmony International Inc. through October 30, 2021 to close-out of funded partners using Persimmony and to complete data migration to the new software system. The contract would be for up to \$30,000 for July 1, 2021 through October 30, 2021.)*

**11. Report from Executive Director – Petra Puls**

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

**12. 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.”)*

**13. Next Meeting**

Thursday, June 17, 2021, TBD (whether meeting to be held either in-person or electronically to be determined based upon state of the novel corona virus emergency)

**14. Future Meetings**

Thursday, July 29, 2021, TBD

Thursday, August 26, 2021, TBD

Thursday, September 23, 2021, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, October 21, 2021, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, November 18, 2021, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, December 16, 2021, 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.**