



COMMISSION MEETING

**September 23, 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 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. 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 June 17, 2021 Commission Meeting**
- 3. Agenda Approval and Review of Commission Packets**
- 4. Public Comments/Correspondence**

5. **Presentation: First 5 Ventura County Strategic Framework and Evaluation Plan – Lisa Colvig-Niclai, MA - Applied Survey Research**

6. **Presentation: Update on Neighborhoods for Learning – Heather Guerrero, Director of Neighborhoods for Learning and Andrew Huizar, Program Manager**

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

CONSENT AGENDA

Consent Agenda Items 7 - 8: 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.

7. **Recommendation to Update Commission’s Policy and Procedures on Internal Control**
(Recommended action will update recent changes to payroll process and broaden positions that complete deposit forms.)

8. **Recommendation to Extend Persimmony Software and Evaluation Data System Contract**
(Recommended action would extend the previously approved contract for Persimmony International, Inc. through February 28, 2022 and increase the contract to an amount not to exceed \$40,000.)

REGULAR AGENDA

9. **Report of Committees**
 - a. **Administration and Finance – Commissioner Morales, Commissioner Stenslie**
 - i. **Recommendation to Update Commission’s Employee Handbook**
(Recommended action is to approve updated vacation policy and add sections on confidentiality and vaccines in the Employee Handbook.)

 - ii. **Recommendation to Grant Exception to Employment Length Requirement Related to Health Insurance**
(Recommended action would grant an exception to the employment length requirement under policy for providing health insurance when on leave without pay for NfL staff who transferred to F5VC employment in May or June 2021.)

10. **Recommendation to Extend and Increase Social Solutions Global (SSG) Contract for Apricot 360 software system – Sam McCoy**
(Recommended action would extend the previously approved FY 2021-22 contract with Social Solutions Global (SSG) for their Apricot 360 software system through June 30, 2024 for a total amount not to exceed \$180,000.)

11. Recommendation to Reassign the FY 2021-22 Triple P Funding Allocation for New Dawn Counseling to Infinite New Day – John Anderson

(Recommended action is to reassign the FY 2021-22 Triple P allocation previously approved by the Commission for New Dawn Counseling Inc., to its partner organization Infinite New Day Inc. and to grant authority to the Executive Director to enter into a contract for FY 2021-22 for up to \$50,000 with this newly designated contract agency.)

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, October 21, 2021, TBD (whether meeting to be held either in-person or electronically to be determined based upon state of the novel corona virus emergency)

15. Future Meetings

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.