



## COMMISSION MEETING

December 16, 2021  
1:00 p.m. – 3:00 p.m.

**IN ACCORDANCE WITH GOVERNMENT CODE SECTION 54953(e)(1)(A) AND IN REPOSE TO THE DECLARED STATE AND LOCAL EMERGENCIES DUE TO THE NOVEL CORONAVIRUS AND THE LOCAL HEALTH OFFICER RECOMMENDATION REGARDING SOCIAL DISTANCING, 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 either in writing or verbally, 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 written 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. Adopt a Resolution for Commission to Continue to Hold Virtual Meetings due to COVID-19 Emergency – Petra Puls**

*(Recommended action is to adopt a resolution authorizing the Commission to meet virtually under Government Code section 54953, subdivision (e)(3).)*

3. **Approval of Minutes from October 21, 2021 Commission Meeting**
4. **Agenda Approval and Review of Commission Packets**
5. **Public Comments/Correspondence**
6. **Presentation: First 5 Ventura County Help Me Grow Website – Tyla Adams**

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

#### **CONSENT AGENDA**

Consent Agenda Item 7: 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. **Receive and File the First 5 Ventura County Financial Statements as of September 30, 2021 and Expenditure Report as of October 31, 2021**

#### **REGULAR AGENDA**

8. **Report of Committees**
  - a. **Administration and Finance – Commissioner Morales, Commissioner Stenslie**
    - i. **Recommendation to Grant Executive Director Authority to Enter into a Lease Agreement with Don Carlton Realty Company and Extend Current Office Lease for One Year**

*(Recommended action is to grant Executive Director authority to enter into a lease agreement with Don Carlton Realty Company and extend current office lease for one year.)*
9. **Recommendation to adopt a resolution per Government Code 54954(a) to establish time and place for holding regular Commission meetings for Calendar Year 2022 - Chair Marquez-O'Neill**

*(Recommended action is to adopt a resolution to establish time and place for holding regular Commission meetings for calendar year 2022.)*
10. **Election of new officers to be seated in January – Chair Marquez-O'Neill**

*(In accordance with Commission by-laws, the Chairperson and Vice-Chairperson are chosen annually by an election and seated in January of the following year.)*
11. **Review and discussion of key accomplishments and findings from the First 5 Ventura County FY 2020-21 Annual Report – Sam McCoy**

*(The Commission will receive a staff presentation and discuss findings from the First 5 Ventura County FY 2020-21 Annual Report.)*

## **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, January 20, 2022, 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, January 20, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, February 24, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, March 17, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, April 21, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, May 19, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, June 16, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, July 21, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, August 18, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, September 15, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, October 20, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, November 17, 2022, County Office of Education, 5100 Adolfo Rd., Camarillo

Thursday, December 15, 2022, 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.**