



**COMMISSION MEETING  
MINUTES**

**December 16, 2021**

Commissioners Present: Rachel Champagne, Barbara Marquez-O’Neill, Bruce Stenslie, Dr. Christine Walker, and Barry Zimmerman.

Excused Absence: Dr. Robert Levin, Matt LaVere, Dr. Cesar Morales, and Dr. Michael Gollub.

Staff Present: Petra Puls, Tyla Adams, John Anderson, Lauren Arzu, Amy Cook, Alma Perez, Janet Fleming, Heather Guerrero, Teresa Gutierrez, Jimena Hernandez, Jennifer Johnson, Jared Martin, Sam McCoy, Grace Montejano, Jhoelle Aspuria, and Andrew Huizar.

Public Present: Chrystal Tipping, Brian Brennan, Liz Bruce, Elizabeth Szczepanek, Genevieve Haro Flores, Irene Gomez, Alicia McFarland, and Regan Bynder.

**OPENING**

**1. Welcome and Introductions**

Chair Marquez-O’ Neill opened the meeting at 1:02 p.m., reminded attendees how to participate via public comment, gave attendees the opportunity to introduce themselves, and shared an Apache blessing from the indigenous community.

**2. Adopt a Resolution for Commission to Continue to Hold Virtual Meetings due to COVID-19 Emergency – Petra Puls**

Petra Puls stated that virtual meetings have been held in response to Governor Newsom signing an Executive Order. According to Assembly Bill No. 361, local agencies and boards are permitted to hold virtual meetings through January 1, 2024. Petra detailed the conditions that must be met in order for virtual meetings to occur. This includes the declaration of a state of emergency and local or state officials recommending measures for social distancing. Petra mentioned Dr. Robert Levin’s recommendation, issued in September 2021, which encouraged boards and public entities to practice social distancing and continue to implement remote meetings.

Commissioners will be asked to verify monthly that they see a need for continued virtual meetings.

**A motion was made by Commissioner Stenslie, seconded by Commissioner Zimmerman, to adopt a resolution authorizing F5VC to allow Commissioners to participate via teleconference so long as such actions comply with AB 361. The motion passed unanimously.**

**3. Approval of Minutes from October 21, 2021 Commission Meeting**

**A motion was made by Commissioner Walker, seconded by Commissioner Stenslie, to approve the minutes from the October 21, 2021 Commission Meeting. The motion passed unanimously.**

#### **4. 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 Stenslie, seconded by Commissioner Zimmerman, to approve the agenda. The motion passed unanimously.**

#### **5. Public Comments/Correspondence**

There were no comments from members of the public.

#### **6. Presentation: First 5 Ventura County Help Me Grow Website- Tyla Adams**

Petra Puls noted that F5VC began investing in early identification in 2007. In 2013, Ventura was the fourth county in CA to become a Help Me Grow (HMG) affiliate. F5VC has built capacity with child health providers and with preschool programs to implement developmental screenings. Petra congratulated staff for creating a beautiful website and asked Tyla Adams to review the new website.

Tyla reviewed the website that allows multiple audiences and stakeholders to have a place to connect to resources and information about development in early childhood. Tyla pointed out the option for parents to complete a developmental screening. The website combines the original animal focused HMG branding with the traditional First 5 Ventura County branding. Tyla provided an overview of the website tabs designed to support families and providers (health and early childhood education). Tyla shared feedback from community members, including from Dr. Landon who was thrilled with the redesign.

Chair Marquez-O'Neill congratulated the team on the easy to navigate, informative website, and noted that she was impressed with the number of partners featured!

### **CONSENT AGENDA**

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

**A motion was made by Commissioner Walker, seconded by Commissioner Stenslie, to approve the consent agenda. The motion passed unanimously.**

### **REGULAR AGENDA**

#### **8. Report of Committees**

##### **a. Administration and Finance – Lauren Arzu**

**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.**

Staff recommends to extend the lease for the administrative office space in Ventura for an additional year. There is a 5.4% rate increase, tied to the Consumer Price Index. The full service gross rate will increase from \$2.00 per square foot to \$2.11 per square foot. Staff continues to work in a hybrid work environment, and the existing office space meets our needs.

**A motion was made by Commissioner Walker, seconded by Commissioner Stenslie, to enter into a one year lease agreement. The motion passed unanimously.**

**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**

**A motion was made by Commissioner Walker, seconded by Commissioner Stenslie, to establish time and place for regular Commission meetings. The motion passed unanimously.**

**10. Election of new officers to be seated in January – Chair Marquez-O'Neill**

Chair Marquez-O'Neill nominated Commissioner Stenslie as Chair. Commissioner Stenslie nominated Commissioner Zimmerman as vice-chair.

**A motion was made by Commissioner Walker, seconded by Commissioner Champagne, to elect new officers. The motion passed unanimously.**

**11. Review and discussion of key accomplishments and findings from the First 5 Ventura County FY 2020-21 Annual Report – Sam McCoy**

Sam reviewed the Annual Report noting the demographics of the families we serve.

The report highlights Neighborhoods for Learning services and a map of in person locations. Parent and Child Together classes are also highlighted. Outcomes, such as program satisfaction, and quotes from participants are also included. The Annual Report highlights the growth of Help Me Grow and the positive outcomes from parents participating in the Triple P program.

Commissioner Marquez-O'Neill congratulated Sam on a beautiful report and appreciated all the work that went into it.

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

Petra Puls welcomed Alma Perez to the team and congratulated Shelby Ferns on her promotion.

Ventura County's birth rates are declining at a greater rate than in other counties, so F5VC is receiving a slightly lower portion of Prop 10 revenues than anticipated.

The Neighborhoods for Learning started a new in person cohort in November with 220 families. Four new sites will be added in January. Families are excited to return to in person services.

PACT classes are considered “alternative sites” in the statewide Quality Counts initiative, allowing us to leverage state dollars for continuous quality improvement.

Petra highlighted increasing efforts to engage in prenatal efforts, partnerships to address child welfare in Oxnard, and ACEs Aware efforts. F5VC joined the Ventura County Community Health Improvement Collaborative and will participate in a community needs assessment.

Dr. Nadine Burke Harris gave a keynote address at the First 5 Association Annual Summit.

The Federal Build Back Better Act offers tremendous opportunities for paid family leave, childcare, and universal preschool.

### **13. Commission Member Comments**

Chair Marquez-O’Neill thanked staff for their tireless efforts during the pandemic.

### **14. Next Meeting**

Thursday, January 20, 2022, VIRTUAL/IN-PERSON (To observe or participate in 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).

### **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

The meeting was adjourned at 2:02 p.m.