



Memo

To: Commissioners, First 5 Ventura County

From: Petra Puls, Executive Director

Date: December 15, 2022

Re: Recommendation to Approve Updated Commission Ordinance

Background

The California Children and Families Act of 1998 requires County Board of Supervisors to adopt an ordinance that establishes County Children and Families Commissions, also known as First 5 Commissions. Periodically, the ordinance is reviewed and revised as needed.

The purpose of the proposed amendment will update the name of the Child Care Planning Council to “Local Planning Council of Ventura County” and remove reference to the Ventura County Children, Family, and Community Commission (Community Commission) in the following sections:

- Section 2. Establishment and Composition of Commission
- Section 7. Adoption of Strategic Plan

The County Community Commission, chaired by a member of the Board of Supervisors and composed of agency and community stakeholders, has not been an active commission and therefore presents a barrier to appointing new Commissioners, and approving strategic plans and budgets.

After introducing the proposed amendments at a Board of Supervisors meeting, the board then adopts the amended ordinance at a second, later board meeting. First 5 staff is currently working with county staff on placing this item on an upcoming board meeting agenda. The ordinance is proposed to take effect 30 days following passage by the Board of Supervisors.

Recommendation

The recommended action is to review and approve proposed changes to the Commission’s Ordinance. The updated Ordinance shall be final if approved by the Board of Supervisors.

ORDINANCE NO. 4347 XXXX

REVISED ORDINANCE OF THE VENTURA COUNTY BOARD OF SUPERVISORS
RELATING TO THE CHILDREN & FAMILIES FIRST COMMISSION
OF VENTURA COUNTY

AN ORDINANCE OF THE COUNTY BOARD OF SUPERVISORS REPEALING
ORDINANCE NOS. 4347, 4182, 4192, 4198 AND 4270 AND ENACTING ORDINANCE NO.
XXXX REGARDING THE CHILDREN AND FAMILIES FIRST COMMISSION OF
VENTURA COUNTY.

The Board of Supervisors of the County of Ventura ordains as follows:

Ordinance Nos. 4347, 4182, 4192, 4198 and 4270 are hereby repealed. In their place is enacted the following:

Whereas, the Ventura County Children & Families First Commission (“Commission”) has been previously established and has been functioning in Ventura County pursuant to prior ordinances enacted by the Ventura County Board of Supervisors;

NOW THEREFORE, the Board of Supervisors of the County of Ventura hereby adopts this revised ordinance and ordains as follows:

Section 1. Purpose

The California Children and Families First Act of 1998 (Division 108 of the Health and Safety Code), which increases the state surtax on cigarettes and other tobacco products and created the California Children & Families First Commission (State Commission), was adopted by the voters in the November 3, 1998 election; and the County of Ventura desires to establish a Children & Families First Commission of Ventura County (County Commission) and take all other actions necessary and useful to attain eligibility to receive funds from the California Children and Families First Trust Fund for the implementation of an integrated, comprehensive, and collaborative system of information and services to enhance optimal early childhood development.

Section 2. Establishment and Composition of Commission

There is hereby established a Children & Families First Commission of Ventura County composed of nine members appointed by the Board of Supervisors, for terms as specified in Section 3. The members shall include:

(a) One member of the Board of Supervisors;

(b) Two members recommended by the County Executive Officer. The members recommended by the County Executive Officer shall be selected from among the County Health Officer and persons responsible for management of the following County functions: children’s

services, public health services, behavioral health services, social services, and tobacco and other substance abuse prevention and treatment services;

(c) A representative recommended by the **Child Care** Local Planning Council of Ventura County;

(d) The remaining five members shall be **selected from among members of the Ventura County Children, Family and Community Commission (Community Commission)** nominated, one each, by the members of the Board of Supervisors, who are either described in (b) above or are: (1) recipients of project services included in the Plan, (2) educators specializing in early childhood development, (3) representatives of a local child care resource or referral agency or child care coordinating group, (4) representatives of a local organization for prevention or early intervention for families at risk, (5) representatives of community-based organizations that have the goal of promoting nurturing and early childhood development, (6) representative of local school districts, or (7) representatives of local medical, pediatric, or obstetric associations or societies.

Section 3. Term of Commission Members and Removal

(a) The member of the County Commission appointed pursuant to Section 2(a) shall serve during their incumbency of the office, unless earlier removed, with or without cause, by the Board of Supervisors.

(b) Members of the County Commission appointed pursuant to Section 2(b) shall serve (1) during their incumbency in the office or position designated, or (2) for a term of three years or until the appointment of a successor, whichever of (1) or (2) is less, unless earlier removed, with or without cause, by the Board of Supervisors.

(c) The member of the County commission appointed from the Child Care Planning Council shall serve (1) during his/her incumbency on the Child Care Planning Council, or (2) for a term of three years or until the appointment of a successor, whichever of (1) or (2) is less, unless earlier removed, with or without cause, by the Board of Supervisors.

(d) The members of the County Commission appointed pursuant to Section 2(d) shall serve a term coterminous with that of the member of the Board of Supervisors who nominated said member or until the appointment of a successor, unless earlier removed, with or without cause, by a majority vote of the Board of Supervisors.

(e) Any member may be removed, at any time, with or without cause, by a majority vote of the members of the Board of Supervisors.

Section 4. Governance and Rule Making

The members of the County Commission shall annually elect a chairperson who shall serve for a term of one year. The County Commission shall make such rules and regulations as are necessary to conduct its business.

Section 5. County Commission Subject to Ralph M. Brown Act

The County Commission's meetings are subject to the open meeting laws continued in the Ralph M. Brown Act (Government Code section 54950 et seq.)

Section 6. Compensation of County Commission Members

County Commission members shall not be compensated for their services, except that they shall be reimbursed for reasonable expenses, if any, incurred to attend meetings and discharging other official responsibilities as authorized by the County Commission.

Section 7. Adoption of Strategic Plan

(a) The County Commission shall adopt an adequate and complete County Strategic Plan (the Plan) for the support and improvement of early childhood development within the County and shall submit the Plan to the ~~Ventura County Children, Family and Community Commission~~ and the Board of Supervisors for their comment prior to final adoption.

(b) The County Strategic Plan shall, at a minimum, include the following: a description of the goals and objectives proposed to be attained; a description of the programs, services and projects proposed to be provided, sponsored, or facilitated; and a description of how measurable outcomes of such programs, services, and projects will be determined by the County Commission using appropriate reliable indicators. No County Strategic Plan shall be deemed adequate or complete until and unless the Plan describes how programs, services, and projects relating to early childhood development with the County will be integrated into a consumer-oriented and easily accessible system.

(c) At least annually and in conjunction with the preparation, adoption and review of the County Strategic Plan, the County Commission shall prepare and submit to ~~the Ventura County Children, Family and Community Commission~~ and the Board of Supervisors for their comment, a budget for all expenditures of funds.

(d) The County Commission shall, on at least an annual basis, be required to periodically review its County Strategic Plan and to revise the Plan as may be necessary or appropriate. Any proposed revision to the Plan shall be submitted to ~~the Ventura County Children, Family and Community Commission~~ and the Board of Supervisors for their review and comment prior to final adoption.

(e) The County Commission shall measure the outcomes of County Commission Funded Programs through the use of applicable, reliable indicators and review that information on a periodic basis as part of the public review of its County Strategic Plan.

Section 8. Public Hearings and Submission to State Commission

(a) The County Commission shall conduct at least one public hearing on its proposed County Strategic Plan before the Plan is adopted.

(b) The County Commission shall conduct at least one public hearing on its periodic

review of the County Strategic Plan before any revisions to the plan are adopted.

(c) The County Commission shall submit its adopted County Strategic Plan, and any subsequent revisions thereto, to the State Commission.

Section 9. Trust Fund

There is hereby established a Children & Families First Commission of Ventura County Trust Fund to be administered by the Children & Families First Commission of Ventura County.

Section 10. Annual Audit Report

On or before October 15, commencing in the year 2000, the County Commission shall conduct an audit of, and issue a written report on, the implementation and performance of its functions during the preceding fiscal year, including, at a minimum, the manner in which funds were expended, the progress toward and achievement of program goals and objectives, and the measurement of specific outcomes through appropriate reliable indicators. Copies of the audit and report shall be transmitted to the Board of Supervisors and to the State Commission.

Section 11. Definitions

- (a) "Act" means the California Children and Families First Act of 1998.
- (b) "County Commission" means the Children & Families First Commission of Ventura County.
- (c) "State Commission" means the California Children & Families Commission.
- (d) ~~"Community Commission" means the Ventura County Children, Family and Community Commission.~~
- (e) "Trust Fund" means the Children & Families First Commission of Ventura County Trust Fund.
- (f) "County Strategic Plan" or "Plan" means the Children & Families First Commission of Ventura County's strategic plan.

Section 12. Effective Date

This Ordinance shall become effective on the 30th day following final passage and adoption.

PASSED AND ADOPTED this xx day of xx, 20xx, by the following vote:

AYES:

Supervisors

NOES:

ABSENT:

CHAIR, BOARD OF SUPERVISORS

ATTEST: <Insert name>
Clerk of the Board of Supervisors
County of Ventura, State of California

By: _____
Deputy Clerk of the Board