



## COMMISSION MEETING

April 18, 2024  
1:00 p.m. – 3:00 p.m.

Ventura County Office of Education  
Board Room  
5100 Adolfo Rd. Camarillo

### OPENING

1. **Welcome and Introductions – Chair Zimmerman**
2. **Approval of Minutes from March 21, 2024, Commission Meeting**
3. **Agenda Approval and Review of Commission Packets**
4. **Public Comments / Correspondence**
5. **Honoring Juana Chapparo Upon Her Retirement from First 5 Ventura County**
6. **Presentation: Neighborhoods for Learning (NfL) Professional Development – Dr. Sharon Elmsdorp and Mario Rodriguez**  
*(Commission will receive an overview of NfL staff professional development opportunities and ongoing program and service quality improvements.)*

**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 Expenditure Report as of February 29, 2024**

## REGULAR AGENDA

### **8. Report of Administration and Finance Committee – Commissioners Morales and Stenslie**

#### **a. Recommendation to adopt proposed budgets for Fiscal Year 2024-25 – Jennifer Johnson**

*(Recommended action is to adopt Fiscal Year 2024-25 budgets. The operating budget shall be the final budget if there are no substantive comments by the Board of Supervisors after their review.)*

#### **b. Recommendation to maintain administrative cap at 12% of total operating budget for FY 2024-25 - Jennifer Johnson**

*(Recommended action maintains the administrative cap at 12%, following the annual review of the Commission’s policy limiting the percentage of the Commission’s budget that may be spent on administrative functions, in compliance with legislative requirements.)*

#### **c. Recommendation to approve updated financial plan, FY 2022-30, in compliance with Health and Safety Code Section 130151 – Jennifer Johnson**

*(The Commission will approve and adopt an updated financial plan.)*

#### **d. Recommendation to update employee compensation schedule - Lauren Arzu**

*(Recommended action will adjust the Commission’s salary/wage schedule by 5% effective July 1, 2024)*

### **9. Report from Executive Director – Petra Puls**

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

### **10. 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.”)*

### **11. Next Meeting**

Thursday, May 16, 2024, Ventura County Office of Education, 5100 Adolfo Rd. Camarillo

## **12. Future Meetings**

Thursday, June 20, 2024, County Office of Education, 5100 Adolfo Rd. Camarillo

Thursday, August 15, 2024, County Office of Education, 5100 Adolfo Rd. Camarillo

Thursday, September 19, 2024, County Office of Education, 5100 Adolfo Rd. Camarillo

Thursday, October 17, 2024, County Office of Education, 5100 Adolfo Rd. Camarillo

Thursday, November 21, 2024, County Office of Education, 5100 Adolfo Rd. Camarillo

Thursday, December 19, 2024, 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.**