COMMISSION MEETING

February 20, 2025
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 LaVere**
2. **Agenda Approval and Review of Commission Packets**
3. **Public Comments / Correspondence**

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

CONSENT AGENDA

Consent Agenda Items 4 - 6: 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.

4. **Approval of Minutes from January 16, 2025 Commission Meeting**
5. **Receive and File the First 5 Ventura County Expenditure Report as of December 31, 2024**
6. **Ratification of Committee Appointments**
   (In accordance with the Commission by-laws, all committee appointments are made by the Chair of each Committee, subject to ratification by the Commission.)

REGULAR AGENDA

7. **Public Hearing on the First 5 California Annual Report for FY 2023-24 – Petra Puls**
   (Copies of the First 5 California Annual Report can be obtained in advance of the hearing by calling First 5 Ventura County at (805) 648-9990 or by visiting https://www.ccfc.ca.gov/about/AnnualReports.html)

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

   a. **Recommendation to approve Policy Platform for 2025 – Petra Puls**
      (Recommended action is to adopt an updated policy platform for 2025.)

   b. **Recommendation to select CPA firm to perform auditing services, beginning with the 2024-25 fiscal year – Jennifer Johnson**
      (Recommended action would select Brown Armstrong, Certified Public Accountants, as the vendor to perform financial and compliance auditing services in accordance with Health and Safety Code, Section 130150, for an engagement of up to five years, for fiscal years ending June 30, 2025 through June 30, 2029, with costs as follows: $22,570 per year for the financial and compliance audit; and, $2,800 per year for the Single Audit, if required to be conducted based on the level of Federal expenditures.)

   c. **Recommendation to approve updated Employee Handbook – Lauren Arzu**
      (Recommended action is to approve the updated Employee Handbook.)

9. **Review and Discussion of Key Accomplishments and Findings from the First 5 Ventura County FY 2023-24 Annual Evaluation Report – Sam McCoy**
   (The Commission will review the First 5 Ventura County FY 2023-24 Annual Evaluation Report and discuss findings from the Parenting Skills Ladder and Program Improvement Surveys of Parent and Child Together classes.)

10. **Report from Executive Director – Petra Puls**
    (a) Report on Administrative Operations
    (b) Update on Commission Initiatives
    (c) Update on Statewide First 5 Activities

11. **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.")

12. **Next Meeting**
    Thursday, March 20, 2025, Ventura County Office of Education, 5100 Adolfo Rd. Camarillo

13. Future Meetings

Thursday, April 17, 2025, County Office of Education, 5100 Adolfo Rd. Camarillo
Thursday, May 15, 2025, Ventura County Public Health, 2240 E. Gonzales Rd. Oxnard
Thursday, June 26, 2025, County Office of Education, 5100 Adolfo Rd. Camarillo
Thursday, August 21, 2025, County Office of Education, 5100 Adolfo Rd. Camarillo
Thursday, September 18, 2025, County Office of Education, 5100 Adolfo Rd. Camarillo
Thursday, October 16, 2025, Ventura County Public Health, 2240 E. Gonzales Rd. Oxnard
Thursday, November 20, 2025, County Office of Education, 5100 Adolfo Rd. Camarillo
Thursday, December 18, 2025, 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.