COMMISSION MEETING

April 17, 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 4-5: 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. **Receive and File the First 5 Ventura County Expenditure Report as of February 28, 2025**
5. **Approval of Minutes from March 20, 2025 Commission Meeting**

REGULAR AGENDA

6. **Report of Administration and Finance Committee – Commissioners Morales and Stenslie**
    a. **Recommendation to adopt proposed budgets for Fiscal Year 2025-26 – Jennifer Johnson**
    (Recommended action is to adopt Fiscal Year 2025-26 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 approve administrative cap at 13% of total operating budget for FY 2025-26 - Jennifer Johnson**
(Recommended action approves the administrative cap at 13%, 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 2023-31, in compliance with Health and Safety Code Section 130151 – Jennifer Johnson**
(The Commission will approve and adopt an updated financial plan.)

7. **Strategic Planning: Opportunities and Challenges – Sam McCoy and Petra Puls**
(The Commission will discuss opportunities and challenges facing our organization.)

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

CLOSED SESSION

9. **Public employee appointment, employment, performance evaluation, discipline, dismissal or release (Govt. Code, Section 54957)**
(The Commission will go into closed session to discuss Executive Director appointment and employment.)

RETURN TO OPEN SESSION

10. **Discussion and Consideration of Executive Director's appointment and employment.**
(The Commission will consider appointment and employment of the Executive Director.)

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, May 15, 2025, Ventura County Public Health, 2240 E. Gonzales Rd. Oxnard

13. **Future Meetings**
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.