COMMISSION MEETING

May 15, 2025
1:00 p.m. – 3:00 p.m.

Ventura County Public Health
Conference Room 200
2240 E. Gonzales Rd. Oxnard

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

4. **Recognition and Appreciation of Executive Director, Petra Puls, for her work on behalf of First 5 Ventura County**

5. **Presentation: Ninth Annual Take 5 and Read to Kids! – Lysa Urban and Sky Limon**
   *(*The Commission will receive a presentation on the 2025 Take 5 and Read to Kids! Campaign.)

CONSENT AGENDA

Consent Agenda Items 6-7: 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.

6. **Receive and File the First 5 Ventura County Financial Reports as of March 31, 2025**

7. **Approval of Minutes from April 17, 2025 Commission Meeting**

REGULAR AGENDA

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

   a. **Recommendation to Update Employee Compensation Schedule – Lauren Arzu**
   (The Commission will review salary data from comparable organizations and consider adopting a new salary/wage schedule.)

   b. **Recommendation to Grant Authority to the Executive Director to Enter into a Contract with Economic Development Collaborative to Manage and Implement the Community Investment Loan Fund – John Anderson**
   (Recommended action would authorize the Executive Director to contract with the Economic Development Collaborative (EDC) to continue managing the implementation of the Community Investment Loan Fund (CILF) for FY 2025-26, not to exceed $20,000. The contract would also provide funds for EDC to issue up to $122,500 in loans to eligible CILF applicants under the previously approved loan guidelines, for a total FY 2025-26 contract amount not to exceed $142,500.)

9. **Strategic Planning: Community and Stakeholder Engagement – Sam McCoy**
   (The Commission will receive an overview and discuss strategies for engaging the community and stakeholders in strategic planning.)

10. **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

11. **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

12. **Appointment of Acting Executive Director - Chair LaVere**
    (The Chair will appoint an Acting Executive Director, effective May 31, 2025 and define the Acting Executive Director's scope of authority, duties and salary.)

13. **Appointment of ad-hoc Executive Director selection committee - Chair LaVere**
    (The Chair will appoint an ad-hoc Executive Director selection committee to lead the recruitment and selection of the next Executive Director.)

14. Recommendation to approve contract with Petra Puls for consultant services - Chair LaVere
(Recommended action would authorize the Chair to execute an agreement with Petra Puls to provide Executive Director transition support and other consultant services, with a contract term of June 1, 2025 to June 30, 2026, in an amount not to exceed $75,000.)

15. 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.")

16. Next Meeting
Thursday, June 26, 2025, Ventura County Office of Education, 5100 Adolfo Rd. Camarillo

17. Future Meetings
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.