**COMMISSION MEETING MINUTES**

**October 16, 2025**

Commissioners Present: Matt LaVere, Barbara Marquez-O'Neill, Dr. Loretta Denering, Kimberly Naslund, Bruce Stenslie, Rachel Champagne, Dr. Christine Walker

Excused Absence: Dr. Cesar Morales

Staff Present: Sam McCoy, Sharon Elmensdorp, Jennifer Johnson, Lauren Arzu, Jina Jue, Lysa Urban, Mario Rodriguez, Jhoelle Aspuria-Arca, Shelby Ferns, Sandra Diaz

Public Present: Alicia McFarland, Regan Bynder

1. **Welcome and Introductions**

   Chair LaVere opened the meeting at 1:04 p.m. and asked Commissioners to introduce themselves.

2. **Agenda Approval and Review of Commission Packets**

   **A motion was made by Commissioner Walker, seconded by Commissioner Denering, to approve the agenda. The motion passed unanimously.**

3. **Public Comments / Correspondence**

   There were no public comments from members of the public.

4. **Public Hearing on Annual Audit and Year-End Report to the First 5 State Commission for FY 2024-25, in compliance with Section 130150 of the Health and Safety Code**

   Jennifer Johnson stated that a public hearing is held annually in October in compliance with statutory requirements related to the annual audit and the annual report that is submitted to the State Commission. Jennifer began the public hearing with the presentation on the annual audit.

   Jennifer began the audit presentation with an overview of significant events in FY 2024-25 and provided context for the financial statements. Jennifer reviewed the difference between the two sets of financial statements, which include governmental fund and government-wide reporting. Jennifer presented balance sheet and the statement of revenues, expenditures, and

changes in fund balances, providing highlights and explanations for variances from the prior year. She provided highlights of the notes to the financial statements and disclosures that are included in the audit report. Newly implemented accounting pronouncements were reviewed, including the associated note disclosures and resulting changes for reporting compensated absences on the government-wide statements. Jennifer also reviewed budgetary comparison schedules and provided overview of the economic outlook. Jennifer stated the auditors issued an unmodified opinion on the basic financial statements, commonly referred to as a clean opinion. Jennifer referred to the Report on Internal Controls and noted there were no control deficiencies or material weaknesses. For the Report on State Compliance (the expanded audit), which is required for local First 5 Commissions relating to compliance with certain state laws and accountability mechanisms, the auditor's report compliance in all areas.

Jennifer reviewed the post-audit letter provided by the auditors. Jennifer concluded her presentation by stating that the audit was reviewed by the Administration and Finance Committee, which serves as the Commission's audit committee, on October 3.

Sam McCoy provided an overview of the three sections of the Annual Report submitted to the State:

- AR1 – Revenue and Expenditure Framework: Outlined funding and spending across the four designated service areas: improved family function, improved child development, improved child health, and improved systems of care
- AR2 – Demographics of Families Served: Highlighted that the majority of core participants are children ages 0–2 and identified Hispanic/Latino families as the primary population served.
- AR3 – Evaluation and County Summary: Offered a brief overview of F5VC's evaluation efforts and the county-level summary.

Sam noted he will return in February 2026 to present the Annual Evaluation Report in greater detail.

Chair LaVere opened the meeting for public comments at 1:46 p.m.

There were no public comments. Chair LaVere closed the public hearing at 1:46 p.m.

**A motion was made by Commissioner Stenslie, seconded by Commissioner Marquez-O'Neill, to receive and file the Annual Audit and Year-End Report to the First 5 State Commission for FY 2024-25, in compliance with Section 130150 of the Health and Safety Code. The motion passed unanimously.**

## CONSENT AGENDA

5. **Receive and File the First 5 Ventura County Expenditure Report as of August 31, 2025**

6. **Approve of Minutes from September 18, 2025 Commission Meeting**

   **A motion was made by Commissioner Marquez-O'Neill, seconded by Commissioner Denering, to approve the consent agenda. The motion passed unanimously.**

## REGULAR AGENDA

7. **Report of Administration and Finance Committee**

   Jennifer Johnson provided a progress report on Committee activities and reported on their work relating to membership. Jennifer stated that the committee affirmed their existing scope of work and desire to maintain five members. She noted that the representation and skill set matrix was refined. At their next meeting, recruitment will be discussed and transition plans for members that are nearing retirement from the Committee.

8. **Report from Acting Co-Executive Directors**

   Sharon Elmensdorp highlighted the report with a brief overview of Prop 10 distributions and confirmed that F5VC's procedures are in compliance with AB450 regarding interactions with Immigration and Customs Enforcement. She spoke of Parent and Child Together (PACT) classes and shared that the Neighborhood for Learning (NfL) staff are continually developing additional activities for families who are not able to attend the PACT class series. She shared the success of recent diaper distributions through Welcome Every Baby and that the Help Me Grow team attended a SoCal Regional Collaborative meeting. Sharon stated that the New Parent Kits from First 5 CA will be available at the end of the month. Lastly, she encouraged Commissioners to read over the state legislative updates and the anecdotes from families we served.

9. **There were no Commission member comments.**

   **CLOSED SESSION**

10. **Discuss public employee appointment, employment, performance evaluation, discipline, dismissal or release (Govt. Code, Section 54957)**

11. The Commission entered closed session at 1:53 p.m. to discuss the recruitment process of the Executive Director.

    The Commission returned to open session at 2:26 p.m.

**RETURN TO OPEN SESSION**

**12. No action was taken during the closed session.**

**13. Next Meeting**

Thursday, November 20, 2025, Ventura County Office of Education, 5100 Adolfo Rd., Camarillo

The meeting was adjourned at 2:26 p.m.

**SPECIAL COMMISSION MEETING MINUTES**

**November 7, 2025**

Commissioners Present: Matt LaVere, Dr. Cesar Morales, Barbara Marquez-O'Neill, Loretta Denering, Kimberly Naslund, Bruce Stenslie, Rachel Champagne, Dr. Christine Walker

Staff Present: Jina Jue

Public Present: No members of the public

1. **Welcome and Introductions**

   Chair LaVere opened the meeting at 12:07 p.m.

2. **Public Comments / Correspondence**

   There were no public comments from members of the public.

**CLOSED SESSION**

3. **Discuss public employee appointment, employment, performance evaluation, discipline, dismissal or release (Govt. Code, Section 54957)**

   The Commission entered closed session at 12:08 p.m. to discuss the recruitment process of the Executive Director.

   No action was taken during the closed session.

4. **Next Meeting**

   The next meeting is on Thursday, November 20, 2025, Ventura County Office of Education, 5100 Adolfo Rd., Camarillo

5. **The meeting was adjourned at 5:03 p.m.**