



# COUNTY of VENTURA

COUNTY EXECUTIVE OFFICE

**Sevet Johnson, PsyD**  
County Executive Officer

September 24, 2024

**Mike Pettit**  
Assistant County Executive Officer

**Scott Powers**  
County Chief Financial Officer

Board of Supervisors  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009

**Danielle Keys**  
County Human Resources Director  
Labor Relations

**SUBJECT:** Review and Approval of the March through December 2025, and the January through February 2026, Board of Supervisors Meeting Calendars; Approval of Cancellation of the December 10, 2024 Board of Supervisors Regular Meeting and Scheduling of a Special Meeting on December 10, 2024, at 9:30 a.m. at Simi Valley City Hall, City Council Chambers; and Approval of Cancellation of the December 17, 2024 Board of Supervisors Regular Meeting and Scheduling of a Special Meeting on December 17, 2024, at 9:30 a.m. at the Ventura County Office of Education, Conference and Educational Services Center, Located in the City of Camarillo.

## RECOMMENDATIONS:

1. Review and approve the March through December 2025 (Exhibit 1), and the January through February 2026 (Exhibit 2), Board of Supervisors meeting calendars;
2. Approve the cancellation of the December 10, 2024, Board of Supervisors regular meeting and scheduling of a special meeting on December 10, 2024, at 9:30 a.m. at Simi Valley City Hall, City Council Chambers;
3. Approve the cancellation of the December 17, 2024, Board of Supervisors regular meeting and scheduling of a special meeting on December 17, 2024, at 9:30 a.m. at Ventura County Office of Education, Conference and Educational Services Center located in the City of Camarillo; and
4. Direct the Clerk of the Board to make the necessary logistical and technical arrangements to support the special meetings in the cities of Simi Valley and Camarillo, including by providing public notices to Ventura County residents.

## FISCAL IMPACT:

The fiscal impact will be minimal depending on the length of the special meetings. Incurred costs will include facility charges, equipment rental, staff transportation, security, and recording of the meetings for later broadcasts.

**DISCUSSION:**

Per 2018 Administrative Policy Manual Chapter 11-11, Rule 4, the Board of Supervisors 2025 meeting calendar (Exhibit 1), and the January and February 2026 calendar, (Exhibit 2), are presented for your Board's consideration and approval. Additionally, the 2025 Board of Supervisors meeting calendar has been scheduled to not conflict with any California State Association of Counties (CSAC) or National Association of Counties (NACO) conferences or school breaks.

The Board of Supervisors will occasionally move the regular meeting place from the Hall of Administration at the Government Center in the city of Ventura to other communities in Ventura County to further engage local citizenry in the government process. Additionally, in preparation for the Board Room improvement project that was approved by your Board on September 10, 2024, your approval is needed to change the December 10 and December 17, 2024, Board of Supervisors regular meetings to special meetings, and to move these meetings to the following locations:

December 10, 2024, at 9:30 a.m., a special meeting will be held in Supervisorial District 4, in the City Council Chambers, at the Simi Valley City Hall, 2929 Tapo Canyon Road, Simi Valley, CA 93063.

December 17, 2024, at 9:30 a.m., a special meeting will be held in Supervisorial District 2, at the Ventura County Office of Education, Conference and Educational Services Center, Salon B, at 5100 Adolfo Road, Camarillo, CA 93012.

This letter has been reviewed by the County Executive Office and County Counsel. If you have any questions, please contact Mia Martinez, at 805-654-2251.


  
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Mia Martinez  
Deputy Executive Officer  
Chief Deputy Clerk of the Board  
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Dr. Sevet Johnson, PsyD  
County Executive Officer  
Clerk of the Board

Exhibit 1 – 2025 March through December Board of Supervisors Meeting Calendar  
Exhibit 2 – 2026 January and February Board of Supervisors Meeting Calendar