



September 12, 2023

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

Subject: Approval of, and Authorization for the Ventura County Library Director to Sign, a Memorandum of Agreement with First 5 of Ventura County to Provide Parent and Child Together Classes at the Ray D. Prueter Library; Authorize the Library Director to Make Non-Material Changes to the Memorandum of Agreement, subject to Approval by County Counsel; Ratify the Library's Provision of Program Services Under the Agreement Prior to Board Approval.

Recommendations:

It is recommended that your Board:

1. Approve, and authorize the Ventura County Library Director to sign, a memorandum of agreement with First 5 of Ventura County (F5VC) to provide Parent and Child Together classes at the Ray D. Prueter Library.
2. Delegate authority to the Library Director to make non-material changes to the memorandum of agreement, subject to the approval of County Counsel.
3. Ratify the Library's provision of program services under the Agreement prior to Board approval.

Fiscal/Mandates Impact: None

Reason for Ratification

F5VC signed the Agreement on August 3, 2023, for a contract term to start on July 1, 2023. Given that your Board does not meet in August, there was not enough time to bring this item to your Board for approval until now, and F5VC has provided services so as not to delay program benefits to those served under the Agreement.

Discussion:

Parent and Child Together (PACT) class is a program developed by F5VC that addresses early literacy instruction for very young children but also addresses other social and developmental needs of the child and the overall well-being of the parents/caregivers. PACT class is for families with infants and toddlers, ages birth to 3 years old. PACT class expands equitable access to early literacy resources and shares wraparound community services with parents and caregivers. At some Ventura County Library locations, Library employees have been specially trained to provide the PACT classes with support from grant funds. The Ray D. Prueter Library is not part of that grant funded project, and F5VC has agreed to provide the PACT classes there with their own personnel.

This impactful program provided by F5VC will have significant positive impact on families in the Port Hueneme community. In these free 12-week classes to be offered periodically at the Port Hueneme Library, families with infants or toddlers are invited to learn new skills, play fun activities, and share the love of reading together. Participants receive a free parenting toolkit with developmental screenings for their child, age-appropriate toys supporting early childhood development, and books exploring social and emotional competence.

A complete list of Ventura County Library's responsibilities under this Agreement, along with those of F5VC, are outlined in Exhibit 1. The Agreement's term started on July 1, 2023 and will continue until terminated by either party. Either party can terminate the Agreement with, or without, cause upon providing 90 days' prior written notice.

Your Board is also requested to delegate authority to the Library Director to make non-material changes to the memorandum of agreement, subject to the approval of County Counsel.

This board letter and Agreement has been reviewed by the County Executive Office and the Auditor-Controller's Office. If you have questions regarding this item, please call Nancy Schram at 677-7158.



Nancy Schram
Library Director

Exhibit 1: Agreement between First 5 Ventura County and the County of Ventura



DEPUTY DIRECTOR