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REGULAR MEETING OF THE BOARD OF DIRECTORS
Ventura County Schools Business Services Authority
VCSBSA Conference Room
5189 Verdugo Way
Camarillo, CA 93012
805-383-1974

OFFICIAL AGENDA
Thursday, July 11, 2019
9:00 AM

1. OFFICIAL OPENING OF MEETING

- A. Call to Order**
- B. Roll Call**

Board:

President: Deborah Cuevas, Briggs Elementary School District
Vice President: Jeff Turner, Mesa Union School District
Clerk: Dr. Colleen Robertson, Somis Union School District
Member: Dr. Sheryl Barnd, Mupu Elementary School District
Member: Kari Skidmore, Santa Clara Elementary School District

Alternate: Lindsay Winegar, Briggs Elementary School District
Alternate: Kim Kuklenski, Mesa Union School District
Alternate: Marilyn Beckerman, Mupu Elementary School District
Alternate: Deann Hobson, Santa Clara Elementary School District
Alternate: Scott Mier, Somis Union School District

VCOE Staff: Misty Key, Associate Superintendent of Fiscal and Administrative Services
VCSBSA Staff: Tami Peterson: Chief Business Official, Benny Martinez: Director of School Business,
Rudy Calasin: Assistant Director of Fiscal Services, Tanya Rodriguez: Administrative Assistant

- C. Welcome Guests**
- D. Emergency Additions to the Agenda**
- E. Approval of Agenda (Pgs. 1-3)**

Motion: _____ Second: _____ Y _____ N _____ A _____

F. Approval of Minutes (Pgs. 4-7)

The Chief Business Official recommends that the Board of Directors approve the May 17, 2019 minutes as listed.

Motion: _____ Second: _____ Y _____ N _____ A _____

2. Actions Items

A. New Business

1) Review, Discussion, and Approval of 2019-20 Contract for Escape Financial & Payroll/Personnel & VOIP Services. (Pgs. 8-9)

The Chief Business Official recommends that the Board of Directors approve the contract as listed for the 2019-2020 fiscal year Escape Financial and Payroll/ Personnel, and VOIP Services.

Motion: _____ Second: _____ Y _____ N _____ A _____

2) CAL-Card Request to Participate and Local Agency Subscription Agreement (Pgs. 10-13)

The Chief Business Official recommends that the Board of Directors approve the CAL-Card Request to Participate and Local Agency Subscription Agreement as presented and requests authorization for the Chief Business Official to complete any additional items necessary to finalize the CAL Card application.

Motion: _____ Second: _____ Y _____ N _____ A _____

3) Approval of Classified Personnel Report. (Pgs. 14-15)

The Chief Business Official recommends that the Board of Directors approve the Classified Personnel Actions as listed. Note: this report denotes action to be taken on Positions as well as Personnel changes.

Motion: _____ Second: _____ Y _____ N _____ A _____

4) Approval of NASPO Value Point Authorized User Agreement Verizon (Pg.16)

The Chief Business Official recommends that the Board of Directors approve the NASPO Value Point Authorized Service Agreement as listed and requests authorization for the Chief Business Official to complete any additional items necessary to finalize the Verizon contract.

Motion: _____ Second: _____ Y _____ N _____ A _____

5) Retiree Benefits

The Chief Business Official is requesting direction on guidelines regarding retiree lack of payment for health and welfare premiums.

Motion: _____ Second: _____ Y _____ N _____ A _____

3. Discussion Items

- A. Daily Substitute Rate**
- B. CBO Evaluation Goals**
- C. Mission & Vision Statement**
- D. Organizational Requirement (Pgs. 17-19)**
- E. Records Retention-Days of Attendance& ADA**
- F. Records Retention Workshop**

4. Closed Session

A. During this meeting the Board may adjourn to Executive Session to review and consider the topics below:

1) Conference with Labor Negotiators (Government Code Section 54957.6)

Report of actions taken during closed session: The President of the Board will report on actions taken during closed session.

5. Planning

- A. Future Agenda Items**
- B. Suggested Agenda Items**
- C. Future Board Meetings**
 - September 3, 2019
 - October 25, 2019
 - December 13, 2019
 - February 28, 2020
 - April 24, 2020
 - May 15, 2020

6. ADJOURNMENT