



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**November 19, 2018; 10:30am – 12:00pm**  
**SCOE, Mariposa Conference Room, 5340 Skylane Blvd., Santa Rosa, CA 95403**

**Minutes Approved at December 17, 2018 Meeting**

Members Present: Missy Danneberg, Lorie Siebler, Renee Whitlock-Hemsouvanh, Terry Ziegler  
 Members Notified Absent: Rebecca Hachmyer  
 Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair Lorie Siebler called the meeting to order at 10:42am
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. Approval of October 15, 2018 Executive Committee meeting minutes**		The October 15, 2018 Executive Committee meeting minutes were approved by unanimous consent, with Lorie's abstention.
4. Public Comment on Non-Agendized Items		No public comment was heard.
5. Follow-up from last Council meeting	Susy shared that feedback reflected a) appreciation for the effort to stick to the agenda and timeframe, b) that the Town Hall presentation was very informative, engaging, and helpful; c) a wish that we didn't have to cut discussion that could have been rich; d) a suggestion to ask guests to give their goal or why they are in attendance, so that we can get to know them; e) a desire to have more time to work in subcommittees/Work Groups	Renee will state a quote from a book she's reading: need input from everybody.

6. LPC Membership Certification	Susy reported that this item will go to the Council on December 7, before it is given to the Board of Supervisors, and then to the California Department of Education	On motion by Missy and second by Lorie, the vote was unanimous, contingent on Council approval.
7. ELC Scholarships	Missy reported that the Finance Committee recommended that Early Learning Conference scholarships to AB212 staff be continued again this year. (116 of 120 were given last year) Discussion included that if someone “blew it off” last year, they shouldn’t be awarded a scholarship this year. The Finance Committee discussed whether the full Council needs to vote when it seems to be a line item on the agenda, finally deciding to take it to the full Council ... but could be a standing budget item that is reported out to the Council.	On motion by Lorie and second by Missy, unanimous Recipients should be reminded that substitutions can be made and that notification should be made if someone is unable to attend.
8. ELC & Evening of Honor Sponsorships	Missy reported that the Finance Committee recommended that \$500 be given to each group, but that if we have extra money after the Needs Assessment, we could offer more funding. Renee wondered where the funds are coming from for Evening of Honor and suggested that we should allocate all of our funds to Evening of Honor or give \$100 to the Early Learners Conference and \$900 for the Evening of Honor. Susy reported that SCOE/ESS has contributed to the Early Learners Conference in the past.	Lorie asked that checks be clearly notated which event will get the funds. On motion by Terry and second by Renee, the motion passed. Missy and Lorie abstained. We want to maintain visibility of CCPC at the Early Learning Conference. This item will go to the full Council on December 7.
9. Needs Assessment Update	Susy shared that 13 people responded to the survey that went out to the community. The committee reviewed the data. She thanked Kate Pack for her help in the development of the survey. Susy shared the Nilsson Consulting proposal for \$8,000 for a bare bones Needs Assessment. If we want to include a further breakdown (i.e. community profiles) it would be another \$10,000. Committee members wondered if there was any way to bargain with them.	Renee will put some feelers out. Susy will work with Renee to compose an email or plan. BOS also has some funding: Lynda Hopkins?  Approach Credit Union, First 5 to give some support

	<p>Renee suggested contacting United Way or Redwood Credit Union for help funding this because we need the most current planning information. We can't rely on previous data. Contact Matt Martin or SAY?</p> <p>Since the Needs Assessment is mandated, Lorie suggested that we go with the \$8K contract now, then do the fuller report the next time we have census data. We have to have this completed sometime in 2019. Susy would like to start convening a committee.</p>	Susy will schedule a meeting to move forward.
10. December Hot Topic	<p>Missy reported that her Work Group won't be prepared until the February meeting. Susy has contacted the Redwood Empire Food Bank and Catholic Charities hoping that the issues of homelessness and what resources available to children and families can be addressed. How can CCPC help?</p> <p>Terry suggested Michelle Bendyk as a contact person. What do people NOT need?</p> <p>The group discussed how much time should be available for Work Groups and decided on 20 minutes total, including short report-outs.</p>	
10. Next meeting		Monday, December 17, 2018, 10:45am – 12:15pm
11. Adjournment		Adjournment by unanimous consent at 11:24am.