



Child Care Planning Council of Sonoma County
Executive Committee Meeting
October 24, 2019; 11:30 am - 12:30 pm
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at November 21, 2019 Meeting

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

Agenda Item	Discussion	Action/Follow-up
Lunch		
1. Call to Order**		Co-Chair Rebecca Hachmyer called the meeting to order at 11:34 am.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. September 18, 2019 Executive Committee meeting minutes**	.	The minutes for the Executive committee meeting on September 18, 2019, were unanimously approved
4. Public Comment on Non-Agendized Items	Terry Ziegler shared that Mt. Taylor Children’s Center got two 5-star ratings. Renee suggested that a letter should be drafted to Emergency Services to include preschool and centers of emergency/evacuation/shelter-in-place advisories ... best practices for air quality, water, working telephone for disasters.	Renee’s suggestion will be brought to the Council in the Executive Committee report.
5. Follow-up from last Council meeting	There was only one response ... from a guest. Discussion centered around how to get better feedback and it was	

	<p>decided to print the Feedback and InKind forms back to back and allow time for participants to complete them. Concern was raised around remaining anonymous for feedback. Forms will be printed one-sided. Members enjoyed the introductions/brags/inspiration part of the meeting. The Committee also discussed how to maximize the meeting time and infuse energy. It was decided that after all the action plans are presented at the November 1 Council meeting, we will survey the group about whether to continue to set aside Council meeting time for the work groups.</p>	
6. AB 212 Professional Development Program	<p>Susy reported that 10 state-funded programs applied, requesting \$48,602. The Finance Committee recommended an increase of \$7,000 for the PDP fund. They also recommended that each program with 10 or more teachers should get a minimum of \$1,500, and that programs with less than 10 teachers receive a minimum of \$700.</p>	<p>On motion by Terry and second by Renee, the vote was unanimous to increase the allocation from \$6,000 to \$13,000 and let the Finance Committee determine the amount each program should receive. It was also recommended that the Finance Committee contact North Bay Children's Centers.</p>
7. CSPP (Year 0) and Quality Counts Block Grant	<p>This is the third round of funding. \$15,000 in the proposed budget. Susy reported that the Finance Committee recommended that we accept the block grant for assessments.</p>	<p>On motion by Renee and second by Terry, the vote was unanimous to accept the grant.</p>
8. CSPP Block Grant (Year 9) Budget Revisions	<p>The grant ended in September. Susy submitted a request to First 5 which shows how the grant actually was spent. It was originally a 15-month grant.</p>	<p>On motion by Renee and second by Rebecca, the vote was unanimous to accept the fully revised budget.</p>
9. Center for the Study of Child Care Employment Workforce Study	<p>Susy reported that the Finance Committee recommended allotting \$2,500 toward the study which begins on January 1, 2020, and completed in 2021. The Finance Committee also recommended contributing up to \$5,000 if there are funds.</p>	<p>On motion by Terry and second by Rebecca, the vote was unanimous to accept the Finance Committee's recommendation of allotting \$2,500 toward the study.</p>

10. Preschool Development Grant	Susy reported that this is a federal grant for a statewide and countywide needs assessment study which requires a minimum of six meetings before December 13 to receive the augmentation this contract year. The group discussed how to use the funds: for children’s books or safety items like disaster kits. They suggested trying to coordinate these meetings with ones already existing: conversations with school districts regarding transitions to kindergarten, conversations with culturally and linguistically diverse families, and conversations with parent groups to explore barriers to accessing high quality learning and programs.	On motion by Renee and second by Terry, the vote was 2 in favor (with Rebecca abstaining) of engaging the services of Shift Book Box. The motion passed.
11. LPC Annual Self Evaluation/Report	The group reviewed the LPC Summary of Evaluation Findings report which means that we’re in compliance with everything we get grants for and are spending the money the way we’re supposed to.	On motion by Terry and second by Renee, the vote was unanimous to accept the LPC Annual Self Evaluation/Report.
12. November meeting; Reschedule?	The committee determined that the next meeting should remain on November 20, 9:00-10:30am.	
13. Adjournment		Adjournment was by unanimous consent at 12:40 pm.