



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**April 15, 2019; 10:30am – 12:00noon**  
**La Ventana – SCOE, 5340 Skylane Boulevard, Santa Rosa CA 95403-8246**

**Minutes Approved at May 20, 2019 Meeting**

Members Present: Missy Danneberg, Rebecca Hachmyer, Lorie Siebler, Renee Whitlock-Hemsouvanh, Terry Ziegler  
 Members Notified Absent: None  
 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 10:32am
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. Approval of March 18, 2019 Executive Committee meeting minutes**		The March 18, 2019 Executive Committee meeting minutes were approved by unanimous consent.
4. Public Comment on Non-Agendized Items		No public comment was heard.
5. Follow-up from Last Council Meeting	Feedback included that people liked having the Committee/Work Group time, appreciation that information about legislative bills was sent out in advance; good stimulation of discussion. There was concern that the discussion over AB 1001 went so long. Lorie said that in reflection of that opinion, she should have asked the group how they wanted to proceed before just making the decision to continue discussion.	Executive Committee report at the Council meeting will reflect Lorie's thinking and indicated that we take the feedback seriously.

6. CTKS Budget Revision	The CTKS Grant ended in March. Money that was not spent in the salary category was moved to stipends, where we were able to fully fund two more stipends and one partial one.	On motion by Missy and second by Lorie, the vote was unanimous to approve the CTKS budget revisions.
7. 2018-2019 Budget Revisions Proposal	Susy reported that the Finance Committee recommended that the Executive Committee make final revisions to the 2018-2019 budget.	
8. 2019-2020 Budget Proposal	Missy reported that the salary negotiations are not finalized (3.5% raise) so the 2019-2020 Budget Proposal is not final.	On motion by Lorie and second by Renee, the motion to accept the 2019-2020 budget proposal carried unanimously.
9. Quality Counts Consortium: fiscal and program management	Susy explained that First 5 is restructuring and will become its own public agency. The five staff members have elected to leave First 5 and stay with the County of Sonoma. That means that five totally new staff will be hired by Angie Dillon-Shore. Quality Counts wants combine the leaders of CCPC and 4Cs to head the Consortium. July 1, SCOE would apply for money. Susy's proposing that we hire a full-time or part-time person to handle this for one year, dependent on this particular grant and continued funding.	Renee suggested that all of this be talked about at the end of the year retreat. On motion by Renee and second by Missy the Executive Committee voted unanimously to take this item to the full Council. Susy will prepare a one-page explanation of what this restructuring means for CCPC, including the difference between hiring a consultant vs a part-time person.
10. Officer Elections	Renee will remain as Chair-Elect; Lorie is willing to stay on for another term. Rebecca has applied to be a School Board in Petaluma, which may affect her availability in the near future.	Re-elect Lorie as Co-Chair Talk about recruiting new members for Council.
11. May End-of-the-Year Retreat Planning	The Committee discussed how to structure the End-of-the Year Retreat at Bishop's Ranch in Healdsburg on May 3, 2019. Gary Hochman is not available as a facilitator, but Renee Whitlock- Hemsouvanh is willing to facilitate. Ideas for structuring the day included: a Jeopardy game focused on the plan, a design-thinking exercise, report accomplishments then goal setting and report outs	

	<p>including next steps, have a working lunch labeling tables for Work Groups and inviting members to create a new work group or to join a different Work Group.</p> <p>Terry suggested that members should consider what the difference has been having Work Groups instead of Committees.</p> <p>Regarding the Needs Assessment: Lorie and Susy have a 1:00pm conference call. It is expected that the draft data tables will be approved at the May 3<sup>rd</sup> meeting.</p> <p>Zip Code Priorities were discussed considering these options: a) have staff help Susy, b) pay a consultant, c) keep the existing priorities for this reporting period.</p>	<p>On motion by Lorie and second by Renee, the Executive Committee voted unanimously to keep the existing priorities and start early next year to address the Zip Code Priorities for 2020.</p>
12. Next Meeting	Monday, May 20, 2019, 10:30am – 12noon	Discuss a different day and/or time for the 2019-2020 Executive Committee meetings.
13. Adjournment		Adjournment was by unanimous consent at 12:04pm. June retreat date?