



**Child Care Planning Council of Sonoma County  
Executive Committee Meeting**

**January 25, 2023; 11:30 am – 1:00 pm**

**This meeting was held in-person at:**

**5340 Skylane Boulevard, Santa Rosa, CA 95403**

**Secondary locations:**

**19675 8th St E, Sonoma, CA 95476**

**207 Maria Dr, Petaluma, CA 94954**

**Minutes approved at the February 22, 2023 meeting.**

Members present at main location: Jessica Borland, Susan Langer, Renee Whitlock-Hemsouvanh

Members present at secondary location: Rebecca Hachmyer

Members Absent: Cathy Vaughn,

Staff Present: Liz DePrimo, Erica Hurtado, Susy Marrón

Guests Present:

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/Follow-up</b>
1. Call to Order**		Co-Chair, Renee Whitlock-Hemsouvanh, called the meeting to order at 11:34 AM.  Present In Person: 3 Present Virtually: 1 Absent: 1
2. Approval of Agenda**		Jessica Borland made a motion to approve the agenda.

		<p>Susan Langer seconded the motion.</p> <p>Vote  Ayes: 4  Nays: 0  Abstentions: 0  Absent: 1</p>
3. November 16, 2022, Executive Committee meeting minutes**		<p>Jessica Borland made a motion to approve the minutes.</p> <p>Rebecca Hachmyer seconded the motion.</p> <p>Vote  Ayes: 4  Nays: 0  Abstentions: 0  Absent: 1</p>
4. Public Comment on Non-Agendized Items		
5. Previous Council meeting feedback	<p>Susy Marrón shared that there were three responses from the December meeting. All were positive. One respondent made a recommendation for a future council meeting, a hot topic of resources for parents of autistic children.</p> <p>Renee Whitlock-Hemsouvanh cited a rise in challenging behaviors in the field of early learning and care, and suggested that CCPC may compile a list of parenting resources for families and explore ways CCPC can support parenting education.</p>	<p>Renee Whitlock-Hemsouvanh will share the topic of parent education and resources for families around challenging behavior within the executive report during the next council meeting.</p>

Susan Langer recommended Common Ground Society as a good resource for families.

Renee Whitlock-Hemsouvanh shared concern that it will fall on the providers to provide the parenting support and resources for families at a time when resources are scarce and many programs are struggling to make ends meet.

Some potential strategies shared were;

- a survey to identify resources for families currently available in the community
- developing a community of practice for parents and families
- Partnership with Kaiser Permanente
- Community playdates featuring consultant presenters
- web series, community nights and/or parent ed nights similar to events offered by Avance

Liz DePrimo added that the idea of gathering and sharing out resources for families may be something that IEEEP can support and she is willing to help with this project.

Susan Langer shared interest in collaborating on this project as well.

Jessica Borland agreed with Renee and shared that she is also seeing that families need additional support and resources for handling behavior, even for children without IEPs or IFSPs.

Renee Whitlock-Hemsouvanh shared fears that providing these resources to families will begin to take a toll on providers, and she would like to see a grant program which would support families through coaching and resources in order to take the burden off of providers.

	<p>Susan Langer shared that she would like to partner with SCOE’s behavioral health department to offer a program similar to ELI’s Consultation Project, but aimed at transitional kindergarten.</p> <p>Rebecca Hachmyer shared that the Consultation Project’s capacity is limited and other avenues of family support are needed in the community.</p> <p>Renee Whitlock-Hemsouvanh suggested this topic be brought to the next council meeting. Jessica Borland suggested a google form to collect feedback from council members ahead of the council meeting. Susy Marrón suggested that this may be a good workgroup project. Jessica shared that she would like any project to consider and include all areas of early learning.</p>	
<p>6. 2022-2027 Child Care Plan Executive Summary</p>	<p>Susy Marrón recalled a discussion about the need for an executive summary for the Child Care Plan.</p> <p>Renee Whitlock-Hemsouvanh shared her suggestion that the statement acknowledge existing disparities in the community as well as the commitment that CCPCs work will be done with equity in mind. Renee shared that she feels it is important to include land acknowledgment with proper and respectful language and that it may be a good idea to hire someone from outside the area to give a more honest and unbiased recommendation.</p>	<p>Renee Whitlock-Hemsouvanh will find contact information for Alegria de la Cruz.</p> <p>Susy Marrón will research possible consultants to help with creating an executive summary.</p>
<p>7. Chair-Elect</p>	<p>Susy Marrón recognized that Rebecca has been waiting for another Chair-Elect so that she can resign from the executive committee.</p> <p>Renee Whitlock-Hemsouvanh suggested that the committee look at the makeup of the council, and consider</p>	

	<p>strategies to bring on new members who reflect the community.</p> <p>Susy Marrón shared that as CCPC considers updating the bylaws which may include holding meetings less frequently and/or change the time of day meetings are held, this may decrease barriers for many people to participate in council meetings.</p> <p>Jessica Borland suggested that an apprenticeship program for administrators may be a way to support providers in progressing their career while also benefiting CCPC by increasing participation in council activities.</p> <p>Renee Whitlock-Hemsoucanh asked if proxies are allowable. Susy Marrón shared that proxies are not currently allowed, but the bylaws can be updated to allow them.</p>	
8. First 5 Commissioner Vacancies	<p>First 5 would like representation from the Child Care Planning Council and/or the resource and referral agency to fill vacancies on the First 5 Commission. Susy Marrón asked if anyone from the executive committee would be interested in applying. Renee Whitlock-Hemsouvanh shared that she will apply.</p>	<p>Renee Whitlock-Hemsouvanh will apply to the First 5 commission and may represent the CCPC.</p>
9. End of the Year Retreat	<p>Susy Marrón shared that the retreat will be held on May 19 at Bishop's Ranch. Susy asked for ideas to be shared for the topic and possible consultants.</p>	<p>This topic will be revisited at the next executive committee meeting.</p>
10. Executive Committee Action Plan	<p>Based on low council member interest in workgroups, it was decided that the council will agree upon an action plan and council members will be asked to join a workgroup focussed on a specific part of the plan.</p>	<p>Susy Marrón will include this topic in the next CCPC meeting agenda.</p>

	Some topics may include the UPK mixed delivery grant, and family outreach and education around challenging behavior and parenting.	
11. February 3, 2023 Council Meeting	Renee Whitlock-Hemsouvanh suggested that the presentation on UDL include some low cost applications and takeaways providers can take back to their programs, and that resources around UDL be shared with parents and families.	Rebecca Hachmyer will facilitate the council meeting and Renee Whitlock-Hemsouvanh will give the executive report. Susan Langer will present the hot topic on Universal Design for Learning.
12. Next Executive Committee meeting is scheduled for February 22, 2023, from 11:30 am to 1 pm.		
11. Adjourn**	The next Executive Committee meeting is scheduled for February 22, 2023, from 11:30 am to 1 pm.	An adjournment was made by unanimous consent at 12:55 PM.