



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**November 16, 2022; 11:30 am – 1:00 pm**  
**This meeting was held remotely via Zoom**  
**Meeting ID: 820 7421 7671**

**Minutes approved at the January 25, 2023 meeting.**

Members Present: Jessica Borland, Rebecca Hachmyer, Susan Langer, Renee Whitlock-Hemsouvanh  
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, Susan Langer, called the meeting to order at 11:43 AM.  Present: 3 Absent: 2
2. Approval of Agenda**		Jessica Borland made a motion to approve the agenda.  Susan Langer seconded the motion.  Roll call vote: Ayes: 3

Agenda Item	Discussion	Action/Follow-up
		Nays: 0 Abstentions: 0 Absent: 2
3. October 26, 2022, Executive Committee meeting minutes**		Jessica Borland made a motion to approve the minutes.  Renee Whitlock-Hemsouvahn seconded the motion.  Roll call vote: Ayes: 2 Nays: 0 Abstentions: 1 - Susan Langer Absent: 2
4. Public Comment on Non-Agendized Items		
5. Previous Council meeting feedback	<p>Susy Marrón shared that there was one feedback response from the last council meeting. Feedback was positive, and no suggestions were made.</p> <p>Susy Marrón shared that CCPC is not getting much feedback from council meeting attendees, though members are completing in-kind forms, and CCPC is on track for required in-kind hours to be met.</p>	
6. Workgroup Planning	Susy Marrón recapped the workgroup discussion at the last council meeting, where participants and members were invited to sign up for a committee. Some workgroups only have one member. However, some members who had not joined committees previously have signed up.	

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	<p>Susan Langer asked for a description of the UPK Mixed Delivery Grant workgroup. Susy Marrón shared information about the funding, which is expected to come to CCPC and would require a local workgroup to develop a recommended plan by June 30, 2023. Susan asked what the requirements of the grant are. Susy shared that there will be funding categories, but she is awaiting guidance from the state. The letter of intent is expected to be released this week.</p>	
<p>7. LPC Restoration Funds</p>	<p>Susy Marrón shared that SCOE has received the award letter for LPC restoration funds from the State. The funding augmentation uses the same resource code as the QCC Workforce Development grant. The financial reports are not expected to be as simple going forward because of the same resource code for multiple funding streams and because there are now three budget codes for the CCPC contract. Susy shared that funding may be used for end-of-year retreat, plaques for members who served for many years and whose terms are expiring, and expanding the stipend program, among other things. Susy is awaiting word from the State regarding what types of expenses are allowable. Funds will need to be spent by June 30, 2023. Susy estimated that there are around \$55,000, which are unallocated at this time due to this funding increase.</p>	
<p>8. Planning for December 4, 2022, Council Meeting</p>	<p>Susy Marrón recalled the last Executive Committee meeting discussion about inclusive building practices.</p> <p>Susan Langer offered to present on Universal Design for Learning at a CCPC meeting; however, she is not able to present at the December meeting, but she would be able to present at the February meeting.</p>	<p>Liz DePrimo will reach out directly to Cathy Myhers and Melinda Susan to see if they may have suggestions for a presenter who can share information about inclusive building practices.</p>

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	<p>Susy Marrón recalled that there was another Hot Topic recommendation from a previous council meeting feedback form which suggested, “Access to Early Childhood Education for low-income families or those in poverty.” Susan Langer shared a roadblock she has been seeing regarding families giving up their special education services because they wish for their child to remain in attendance at a child care program that is not within their district boundaries, and districts will not provide services outside of their area.</p> <p>Susan Langer suggested an update about IEEEP as a possible Hot Topic. Liz DePrimo shared that she emailed other IEEEP grantees in the county about their building and renovation projects but had not heard back. Liz shared that she would be willing to give a presentation about IEEEP.</p> <p>Susy Marrón shared that she is not planning to include workgroups in council meetings until after the new year.</p>	
9. End of the Year Retreat	<p>Erica Vuong reported that Bishop's Ranch is not available on the scheduled council meeting day in May, but there is availability on May 19 and later in the month. Susy Marrón wondered whether the committee would like to keep the scheduled date and look for another venue or whether they would like to change the date of the retreat in order to hold the event at Bishop’s Ranch. Jessica Borland shared that late May would not be an ideal time for her schedule. Susan Langer shared that she is not available on May 19. Rebecca Hachmyer wondered if there are other venues that would work as well as Bishop’s Ranch. Susy suggested an event site at The Barlow in Sebastopol. Rebecca suggested the Flamingo as a possible site.</p>	<p>Susy asked that the committee continue to brainstorm and share any retreat location ideas that they come up with.</p>

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/Follow-up</b>
	Rebecca suggested bringing in a consultant to facilitate the retreat.	
10. The next Executive Committee meeting is scheduled for December 14, 2022, from 11:30 am to 1:00 pm.	Susy Marrón asked the members whether the scheduled date and time still work for their schedules. The members in attendance, all agreed that the scheduled meetings still work for them.	Susy will send a reminder on the morning of the next executive committee meeting.
11. Adjourn**	The next Executive Committee meeting is scheduled for December 14, 2022, from 11:30 am to 1 pm.	An adjournment was made by unanimous consent at 12:19 PM.