



Child Care Planning Council of Sonoma County
Executive Committee Meeting
April 26, 2023; 11:30 am – 1:00 pm
This meeting was held at Sonoma COE
at 5340 Skylane Blvd., Santa Rosa, CA 95403
Members of the public were invited to attend in person
or virtually via Zoom.
Meeting ID: 823 0391 9350

Minutes approved at the May 24, 2023 meeting.

Members present: Jessica Borland, Rebecca Hachmyer, Susan Langer, Renee Whitlock Hemsouvanh

Members Present via Zoom: Cathy Vaughn*

Members Absent:

Staff Present: Liz DePrimo

Guests Present:

**Cathy Vaughn attended this meeting virtually in accordance with AB 2449 which allows members to participate remotely due to Just Cause or Emergency circumstances. Cathy notified CCPC staff of Just Cause on April 25, 2023.*

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair, Renee Whitlock Hemsouvanh, called the meeting to order at 11:38 AM. Present: 5 Absent: 0
2. Approval of Agenda**		The agenda was approved by unanimous consent.

Agenda Item	Discussion	Action/Follow-up
		Vote Ayes: 5 Nays: 0 Abstentions: 0 Absent: 0
3. March 22, 2023 Executive Committee meeting minutes and April 18, 2023 Executive Committee Special Meeting Minutes**		Cathy Vaughn made a motion to approve the minutes. Rebecca Hachmyer seconded the motion. Vote Ayes: 5 Nays: 0 Abstentions: 0 Absent: 0
4. Public Comment on Non-Agendized Items	<p>Susan Langer shared information about a documentary about Inclusion called Forget Me Not. The SELPA is planning to hold a screening which would serve as community education, and also to reach those in administration and leadership roles.</p> <p>Susan will be looking for community partners for this event and is hoping to partner with CCPC and the Common Ground Society. The cost for screening would be \$400.</p>	More information about the documentary is available at: https://www.forgetmenotdocumentary.com/index.php/about-film/
5. Previous Council meeting feedback	There was one feedback response from the April 7 meeting. Feedback was positive.	
6. CCPC Revisions to Bylaws**	The committee reviewed the proposed revisions to the bylaws and noted two typos.	Jessica Borland made a motion to approve the proposed

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		<p>revisions to the bylaws with corrections to the typos.</p> <p>Susan Langer seconded the motion.</p> <p>Vote Ayes: 5 Nays: 0 Abstentions: 0 Absent: 0</p>
7. CCPC Funds	<p>The committee discussed possible ways LPC funding can be used before June 30.</p> <p>Liz DePrimo shared that she is working with the ESS Fiscal Manager and Business Services to determine restrictions for spending funds.</p> <p>Renee Whitlock Hemsouvanh suggested that in the future, CCPC staff should implement a process of organizational development to share knowledge among staff in the event of an unexpected leave of absence.</p>	
8. 2023-2024 Budget**	The committee reviewed the budget. Rebecca Hachmyer noted an error on line 20.	<p>Rebecca Hachmyer made a motion to accept the budget proposal with a correction to line 20.</p> <p>Cathy Vaughn seconded the motion.</p> <p>Vote Ayes: 4</p>

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		Nays: 0 Abstentions: 1 - Renee Whitlock Hemsouvanh Absent: 0
9. End-of-year council and retreat planning	<p>Liz DePrimo shared that Gary Hochman is not available to facilitate the retreat on May 19. The committee expressed a desire to work with Gary Hochman in the future.</p> <p>The committee discussed the theme for the retreat and decided on a theme which will focus on strategies to support the existing early learning and care workforce as well as recruiting people to join the ELC workforce.</p>	<p>Liz DePrimo will find out about Gary's availability for the fall.</p> <p>Rebecca Hachmyer will share a google doc to finalize the agenda of activities for the retreat.</p> <p>Liz DePrimo will confirm meal times with Bishop's Ranch.</p>
10. The next Executive Committee meeting is scheduled for May 24, 2023, from 11:30 am to 1 pm.	<p>The committee would like to keep this date, tentatively, knowing it may be canceled or postponed if no action is needed.</p>	
11. Adjourn**		<p>An adjournment was made by unanimous consent at 12:45 PM.</p>