



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**May 25, 2022; 11:00 – 12:30 pm**  
**This meeting was held remotely via Zoom**  
**Meeting ID: 882-4788-7858**

**Minutes were approved at the June 9, 2022 meeting.**

Members Present: Rebecca Hachmyer, Renee Whitlock-Hemsouvanh, Jessica Borland, Susan Langer, Cathy Vaughn  
 Members Absent:  
 Staff Present: Susy Marrón, Liz DePrimo, Erica Hurtado  
 Guests Present:

| Agenda Item             | Discussion   | Action/Follow-up   |
|-------------------------|--|--|
| 1. Call to Order**      | Moment of silence for the Texas Tragedy on May 24, 2022 before we called to order. | Co-Chair Rebecca called the meeting to order at 11:37 AM. and Cathy seconded the motion.<br><br>Roll call vote: 4<br>Ayes: 4<br>Nays: 0<br>Abstentions: 0<br>Absent: 1 |
| 2. Approval of Agenda** |  | Jessica made a motion to approve the agenda. Susan seconded the motion.  |

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|  |  | Roll call vote<br>Ayes: 3<br>Nays: 0<br>Abstentions: 0<br>Absent: 1   |
| 3. April 20, 2022, Executive Committee meeting minutes** |  | Susan made a motion to approve the minutes. Rebecca seconded the motion.<br><br>Roll call vote:<br>Ayes: 2<br>Nays: 0<br>Abstentions: 2<br>Absent: 1  |
| 4. Public Comment on Non-Agendized Items                 | No public comment was held   |   |
| 5. Previous Council Meeting Feedback                     | Susy shared the responses from the previous meeting. One respondent was positive indicating that everything worked well. One respondent only filled out their contact information; no feedback was given.  |   |
| 6. 2021/22 Budget Revisions**                            | Cathy shared the proposed budget revisions recommended by the Finance Committee. She clarified that separate motions will need to be made. A motion for budget revisions under \$5,000 and another motion for the IEEEP grant that is over \$5,000. Susy shared the budget spreadsheet with the proposed revisions and explained that the CDE has already approved a budget revision that includes stipends for IEEEP and that an increase in the allocation is needed because an overwhelming number of IEEEP participants completed the required training. | Jessica made a motion to approve the necessary end-of-year budget revisions not exceeding \$5,000.<br><br>Cathy seconded the motion. Motion carries.<br><br>Roll call vote:<br>Ayes: 5<br>Nays: 0<br>Abstentions: 0 |

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|   |  | <p>Absent:</p> <p>Rebecca made a motion to approve the IEEEP budget revision for stipends greater than \$5,000. This recommendation will be taken to the full Council for approval.</p> <p>Susan seconded the motion.</p> <p>Roll call vote:<br/> Ayes: 5<br/> Nays: 0<br/> Abstentions: 0<br/> Absent:</p> |
| <p>7. Our Kids Our Future Measure Endorsement**</p> | <p>Susy shared that she received a follow-up email regarding the possibility of endorsing the measure. Information on the website sharing how funds would be administered and spent was reviewed.</p> <p>Renee shared concern that it is a sales tax and also agreed that it is beneficial for our community.<br/> Cathy asked how much the tax increase would be. In looking at the website it was found to be a quarter percent, and this would be just for Sonoma County.<br/> Susy shared it would generate \$22 million annually.<br/> Cathy asked how the disbursement would work under First 5. Renee shared she is concluding that funds would be administered the same way that the First 5 have historically done so. Funds will be used to fund</p> | <p>No action taken at this time.</p>  |

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|                          | <p>community-based programs, investments, and mini-grants among other areas. This measure would be on the November ballot. Upon inspecting the website, Susy shared that First 5 is proposing to be the fiscal agent. Jessica shared that in speaking with First 5, if this measure passed there would be more funds for family resource centers.</p> <p>Susy shared that the measure would provide a way for existing programs to continue beyond 2024.</p> <p>Jessica asked for clarification and today's vote would be a recommendation to take to the full Council. Are there cons to endorsing? Susy shared there is nothing that prohibits endorsing but campaigning would need to be done as private citizens. Jessica shared she felt it would benefit all of our programs.</p> <p>Susan shared concerns and highlighted investments in ECE that are addressing child care access. Susy shared there are expansion funds, but unfortunately, the funds are not enough to meet the need. Sonoma County has a shortage of slots available in the thousands for school-age and infant/toddler age. We are unsure that this could expand slots. With TK there is going to be an expansion for 4-year-olds.</p> <p>Susan and Renee shared concern that this is a sales tax and the ones who get hit the most are those who need aid. On another note, this may help the workforce get teachers if the pay for teachers does increase. Renee shared, that it would not hurt to get some more information.</p> <p>The group concluded this topic should be brought for discussion at the next Special Meeting in June.</p> |  |
| 8.Chair-Elect / Election | Susy shared that there has not been any interest in the Chair-Elect position. Everyone with the exception of Rebecca is in good standing for their position terms. If   | Susy will share a binder and resources with facilitation procedures. |

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|                           | <p>Rebecca is not in favor of extending, we would be working without one chair position. Rebecca shared it would be nice to get someone on the board that has fewer time restrictions. This topic will not be brought up until August. Rebecca asked if there could be a 3 person rotation for the facilitation of meetings, and that will give Renee and Rebecca a break as well as introduces Susan to the facilitation process. Susan would be open to this implementation of a 3 person rotation with reminders and support.</p>   |  |
| <p>9. Child Care Plan</p> | <p>Susy shared via Google docs the Child Care Plan document giving all members editing and commenting permissions. Susy shared that in the past we had done a book format. This year proposing we can use Canva since no one will be hired for publication work.</p> <p>Susy also shared that in past the plan has always had a title, acknowledgments, and a description. From the Child Care Plan Committee in January, a document was drafted, and from that Susy was able to draft 5 Goals. Susy is asking for the Executive Committee's input to edit and give suggestions on each goal and format of the plan.</p> <p>For Acknowledgements, research is being done for the parents that were involved; hoping to find a job title and agency affiliation.</p> <p>For the list of acronyms, CARES was deleted, and the suggested additions are currently P-3, QCC UPK, SELPA, and IEEEP. Possibly also ELO-P and DLL.</p> <p>The same Disclaimer will be used.</p> <p>The table of contents will change upon any edits, but the draft outline is there.</p> | <p>Susy will send an email asking for the committee to edit by Tuesday, March 31st. Susy will also send an email about reconvening potentially on June 10th.</p> |

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|             | <p>There is a plan process page, outlining the timeline of what has been done and the current status.<br/> The purpose and the hope sections are up for discussion. The Executive Committee approved combining both sections.<br/> Rebecca proposed taking a look and making suggestions on their own time and having a reconvening.</p> <p>Proposing until March 31st for independent editing.</p> <p>Susy shared some explanations of the data points used. In the past, we used community profiles by geographic area to see areas of greatest need. Proposing to keep.</p> <p>Will be adding page numbers. For the Child care priorities survey, these data points show what concerns have risen to the top. There are two that scored the same for the third.</p> <p>For Community Surveys, conducted by Selena Polston, one for families, providers, and stakeholders. Reported needs.</p> <p>Goal 1: Child care pandemic recovery<br/> Renee: add workforce support<br/> Jessica; how has child care shifted with the pandemic, what are the family and staff/program needs.<br/> Renee: survey the community in order to understand what their needs are.<br/> Susan: screeners for kids to identify disabilities.<br/> Screening process or tools or training.<br/> Key Measure; what could be the measure<br/> Renee: increase the number of training/PD opportunities.<br/> More edits are being added.<br/> Clarifying: the mandate is to look at our community and programs that are serving the needs.</p> |                  |

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|   | <p>Goal 2: Child care and education Workforce<br/>           Increase wages by reducing overhead.<br/>           Partner with local agencies to advocate and educate the community.<br/>           Diversity objective kept. A survey will be used as a measure and see the results. One at the beginning and one at the end. PD is valuable in this section as well</p> <p>Goal 3: Facilities<br/>           Renee will look after.<br/>           Looking for edits</p> <p>Goal 4: Impact of UPK<br/>           Looking for edits: what does the Council able to do<br/>           Rebecca clarified the Council objectives and goals can be for the county.</p> <p>Goal 5: Access<br/>           perhaps combine Goal 5 and 4.</p> <p>The plan was to present a draft at the next special plan on June 3rd. Asking to postpone as the 3rd is right around the corner. The child care plan is due on 6/30/22.</p> <p>Proposed reconvening on June 10 at 10 am in person if possible. A follow-up email to reach a consensus on the best date/time to meet will be sent.</p> |                  |
| 11. Next Executive Committee meeting/ End of the year lunch | Item will be discussed at the next meeting.   |                  |

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|--------------------|-------------------|---|
| 12. Adjourn**      |                   | Adjournment was made by unanimous consent at 1:07 pm. |