



Child Care Planning Council of Sonoma County
Executive Committee Meeting
August 25, 2021; 8:30 – 9:30am
This meeting was held remotely via Zoom
Meeting ID: 952-2951-1001

Minutes Approved at the September 22, 2021 Meeting

Members Present: Rebecca Hachmyer, Terry Ziegler, Susan Langer, Cathy Vaughn, Renee Whitlock-Hemsouvanh
Members Notified Absent:
Members Absent:
Staff Present: Susy Marrón, Liz DePrimo

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair, Renee Whitlock-Hemsouvanh, called the meeting to order at 8:33 am.
2. Approval of Agenda**		The agenda was approved by unanimous consent.
3. July 28, 2021, Executive Committee meeting minutes**		The minutes for the Executive Committee meeting on July 28, 2021, were approved by unanimous consent.
4. Public Comment on Non-Agendized Items		
5. CCPC Member Survey	Response rate was very low. Only 7 responses. Erica sent out reminders. Survey is typically done right after the	Susy will make a note to add the survey to the

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	<p>last meeting. This year's survey was sent out over the summer.</p> <p>Susy is not surprised about any of the results.</p> <p>Survey Question: How valuable and effective are the Work Group led hot topic sections of CCPC meetings in advancing the mission? Not at all= 14% Somewhat = 28% Very = 57.14%</p> <p>Renee wonders if the wording "valuable and effective" is a little misleading. Perhaps hot topics may not be valuable and effective for individuals, but are still important for the council to hear about.</p> <p>Survey question: How well does the council assist new members to understand and participate in discussions and meetings?</p> <p>Renee feels new members should do their own research about the organization that they are joining. She suggests offering links to new members so that they can read and learn about CCPC on their own time.</p> <p>Terry suggests an FAQ page.</p>	<p>agenda of the last meeting of the year in an effort to get higher participation.</p> <p>Susy will take a look at the website to make sure there is helpful information available for new members.</p>
6. 2021-2026 Child Care Plan Survey Results and Planning	<p>Since this committee went over the survey results at the last meeting , Susy opted not to go over the whole report again.</p> <p>Renee worries that we spend too much time and money on creating a plan which does not have much of an effect on the community, but would like to see a relevant, actionable plan.</p>	<p>Susy will share the updated powerpoint with the committee.</p> <p>Members can reach out to Susy with any questions.</p>

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	<p>Susy feels we have enough data from families and providers to come up with an abbreviated plan. Renee offers her time and support to make this happen.</p> <p>Renee opines that TK is not the concern of the Child Care Planning Council since it is part of the K-12 system and not technically child care. Renee worries that conversation and time given to TK during CCPC Council and committee meetings takes away from the community which is supposed to be served by CCPC. Susy appreciates and agrees with that perspective, <u>and</u> emphasizes the importance of supporting the transition to UTK.</p>	
7. Brown Act Guidance	<p>Susy consulted with Legal about the Brown Act and requirements for meetings after the emergency order expires on September 30th. An in-person quorum must be established for remote participation to be permitted. Remote location(s) must have a meeting agenda posted at the remote location(s) and be open to members of the public.</p> <p>Renee shared that some employers may not allow their staff to attend in-person events.</p> <p>SCOE has safety policies in place.</p> <p>Renee suggested that an outdoor option may be preferable for members who are concerned about pandemic safety.</p> <p>Susy feels we may not have quorum at the Council meetings after September 30th, in which case we will need to decide if it is worth holding the meeting.</p>	

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8. CCPC Membership Chair Election	We had previously held off on putting a callout for a membership chair, because there was a possibility that we would need to also put a callout for the Chair Elect position. The possible conflict with the Chair Elect position has been resolved.	Susy will put out a call out for a Membership chair. Terry will give a description of the position at the next Council meeting.
9. September 3, 2021, Council meeting planning.	Susy asked if we should make time for Work Groups at the September 3rd meeting? Renee and Terry suggested that we should not hold work groups. Terry thinks a two hour meeting is too long. Susan wonders if work groups should meet to discuss what worked and what didn't. Susy suggests that we include this discussion in the meeting, asking the question, "What does your work group need?".	Susy will share the work group list with Renee. Renee will look it over and offer a brief opportunity for feedback during the Council Meeting. Susy will add a question about work groups to the end-of-meeting survey.
10. Executive Committee meeting schedule	Susy proposed a new meeting schedule for the fourth Wednesday of the month from 8:30 - 9:30 AM. Consensus is that we will need to check in and plan each meeting as they come due to constantly changing circumstances.	Susy will create and send a recurring calendar invite.
12. Adjourn**		Adjournment was made by unanimous consent at 9:22 am.