



**Child Care Planning Council of Sonoma County  
Executive Committee Meeting  
January 24, 2023; 9:00 am – 10:30 am  
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: 820 7421 7671**

**Minutes approved 2/2/24**

Members present: Jessica Borland, Susan Langer, Kathy Kelley,  
Members Absent: Renee Whitlock Hemsouvanh, Cathy Vaughn  
Staff Present: Erica Vuong, Liz DePrimo  
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 9:05 AM.  Present: 3 Absent: 2
2. Approval of Agenda**		Jessica Borland made a motion to approve the agenda  Kathy Kelley seconded the motion.  The agenda was approved by unanimous consent

<p>3. October 25, 2023 and December 1, 2023 Executive Committee Meeting Minutes**</p>	<p><b>Due to absences, the decision was made to postpone the approval of the December minutes.</b></p>	<p>Susan Langer made a motion to approve the meeting minutes from October 25, 2023.</p> <p>Jessica Borland seconded the motion.</p> <p>Vote:  Ayes: 3  Nays: 0  Abstain: 0  -  Absent:2</p>
<p>4. Public Comment on Non-Agendized Items</p>	<p>SELPA will be moving into the SCOE building soon.</p>	
<p>5. SCOE / CCPC Update</p>	<p>Liz DePrimo opened the discussion of the possibility of Executive Committee meeting with SCOE representatives to discuss the role of CCPC and how this group fits with SCOE as a whole.</p> <p>The Executive Committee found this would be a beneficial meeting to have. The Committee currently has questions about</p> <ul style="list-style-type: none"> <li>● Autonomy of CCPC in relation to SCOE</li> <li>● age range of 0-12 supported equally</li> <li>● How to outreach for CCPC</li> <li>● After School Network</li> </ul> <p>The group is interested in how other LPCs are set up in their COEs. Would like to hear more about this.</p>	<p>Liz DePrimo will bring questions to Assistant Superintendent, bring back any information, and schedule a meeting.</p> <p>Present back 5-6 LPCs and what they look like</p>

<p>6. Needs Assessment and Landscape Analysis proposals</p>	<p>Currently there is an interest in 3 out of 4 proposals. Considering our budget for this year, it may be that there is a need to re-visit with each Agency and re-calculate activities based on a more suitable budget. With the budget being unknown for next year to complete a second phase, it would be beneficial to be cautious. There is also a consensus in the group to explore references and then narrow the options to 2 agencies.</p> <p>The core task of this assessment would be to complete CCPC's task of completing the mandated needs assessment that is due every 5 years and to complete a landscape analysis for the UPK Mixed Delivery workgroup. The hope is that the CCPC needs assessment will help to complete the Landscape analysis.</p>	<p>Liz DePrimo will follow up with other mid-size counties to see what process and costs they are seeing towards their needs assessments.</p>
<p>7. Previous Council Meeting Feedback</p>		
<p>8. Council Meeting Planning</p>	<p>Overview of how families find child care. What is the role of the R&amp;R?</p> <p>CalECSE presentation at a future meeting.</p>	
<p>9. Oaths of Office</p>		
<p>10. Next Executive Committee meeting is scheduled for Feb 28, 2024</p>	<p>CCPC staff shared that many responses to the 2023/2024 workgroup and committee interest form were received.</p>	<p>CCPC staff will follow up with workgroup and committee members.</p>

11. Adjourn**		An adjournment was made by unanimous consent at 10:08 am.
---------------	--	-----------------------------------------------------------