



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**July 28, 2021; 9:30 – 11:00am**  
**This meeting was held remotely via Zoom**  
**Meeting ID: 974 9950 7863**

**Meeting minutes approved at the August 25, 2021 meeting.**

Members Present: Rebecca Hachmyer, Lorie Siebler Estep, Missy Danneberg, Terry Ziegler  
Members Notified Absent: Susan Langer, Cathy Vaughn, Renee Whitlock-Hemsouvanh  
Member Absent:  
Staff Present: Susy Marrón, Liz DePrimo

<b>Agenda Item</b>	<b>Discussion</b>	<b>Action/Follow-up</b>
1. Call to Order**		Co-Chair, Rebecca Hachmyer, called the meeting to order at 9:35 am.
2. Approval of Agenda**		The agenda was approved by unanimous consent.
3. June 23, 2021, Executive Committee meeting minutes**		The minutes for the Executive Committee meeting on June 23, 2021, were approved by unanimous consent.
4. Public Comment on Non-Agendized Items		
5. DEI Survey Results	Susy shared that a survey was sent out following the DEI series which took place in May and June. The feedback	Susy will connect with First 5 to pursue

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	was positive. People appreciated the forum to share and listen. People are interested in seeing the work continue.	continuation of DEI work.
6. CCPC Member Survey	Annual member survey disseminated. Members have until August 6 to complete the survey.	Survey results will be reviewed at the Executive Committee retreat.
7. Grant Updates	<p>Susy shared that SCOE has changed the process to obtain grants. New process includes a grant committee which approves or denies permission to apply for grants.</p> <p>Susy has made efforts toward applying for two new grants. One is the Multilingual Learners grant which would extend the work of the TALLK program. A letter of intent has been submitted, however Susy is not confident that SCOE will be invited to apply. The second grant is the Shared Services Network which would establish a network of support for ECE providers who are newly licenced. A needs assessment will be disseminated to see what types of support are needed. This grant is due at the end of the week. First 5 would be the fiscal lead.</p> <p>Discussion on whether the grant committee may impede our ability to get grants. With some grants having very tight turnaround times, the added step of going through the grant committee may create a challenge.</p> <p>Rebecca asks why SCOE put the grant committee in place? Susy thinks SCOE is making an effort to ensure policies and procedures are followed, making sure departments do not overextend themselves, and making sure SCOE meets the match requirements of each grant.</p> <p>Lorie asks whether the First 5 needs to adhere to this new process? No, they do not since they are a separate entity.</p>	Susy will inquire with Jennie Snyder as to why CCPC needs to pay rent, and whether other arrangements can be made.

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	<p>Lorie shared the perspective that SCOE has taken more and more control over CCPC over the years. They control rent, indirect costs, salaries, hiring, restrictions, policies, etc. Lorie suggests keeping an eye on this situation, and possibly reassessing the pros and cons of the CCPC remaining at SCOE. Susy shared fiscal challenges related to rent expenses since the cost varies which makes budgeting challenging.</p>	
<p>8. 2021 - 2026 Child Care Plan Survey</p>	<p>Susy shared a Powerpoint created by Selena Polston which displays the results of the recent Child Care Plan surveys. Rebecca shared concern that the number of responses was low based on the number of families in the county. Terry asked if the survey can be disseminated again since the pandemic is ongoing. Lorie feels that the number of responses is good based on typical survey responses.</p> <p>Discussion on data from Family Respondents. Affordability has risen to the top as a concern for families. The term "Quality of Facilities" may have been misconstrued by respondents. Lorie shared that it would have been helpful to know the income levels of the family respondents.</p> <p>Rebecca suggested that the images in some of the slides seem to be disconnected with the content.</p> <p>Discussion on data from Provider Respondents: Most FCCs that responded were Spanish speakers. Most centers that responded were English speaking.</p> <p>Discussion on data from Stakeholder Respondents. There were only eight responders. Discussion about what constitutes a stakeholder. Rebecca suggests removing</p>	<p>Lorie will share a 4Cs data sheet with the CCPC Executive Committee to compare to the data collected from the survey.</p> <p>The Powerpoint presentation will be taken to the Child Care Plan Committee for discussion and feedback before being shared at the CCPC meeting.</p>

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	the quantitative data and just include qualitative data, quotes, etc. Lorie suggests that the survey could have been more clear about who stakeholders are. Lorie asked if there is any new information we learned from the eight responses.	
9. CCPC Membership Chair and Chair-Elect	Terry's term has ended as of June 30, 2021. Bylaws issue: if a member is in contract with CCPC they cannot serve on the Executive Committee. There is a possible issue with having Susan Langer serve on the Executive Committee since she is a representative with the SELPA and will be contracted to provide training for the IEEEP grant administered by CCPC.	
10. Executive Committee retreat planning for August 25, 2021	<p>Susy asked if there are any topics committee members would like to be included on the retreat agenda other than the CCPC member survey results and the Child Care Plan. It was decided to wait to hold the retreat until after the September CCPC meeting. Susy shared that the Child Care Plan is due in December of 2021. Discussion over whether an extension is possible due to the restrictions and challenges related to the current pandemic.</p> <p>Susy shared gratitude to Lorie and Missy for all of their time and support over the years on the Executive Committee.</p>	<p>Susy will request an extension for the Child Care Plan to the end of the fiscal year.</p> <p>Executive Committee retreat postponed until September.</p> <p>Member survey results and the Child Care Plan will be discussed at the Executive Committee retreat.</p>
11. Next Executive Committee / Zoom after 9/30/2021?	Susy shared that as per Brown Act, CCPC must hold meetings in person after September 30, 2021. The next Executive Committee meeting is scheduled for Wednesday, August 25. Discussion over the challenges for some council members to attend in person due to the ongoing pandemic. Concerns were shared that it may be challenging to meet quorum for council meetings.	Susy will research any possible flexibilities in Brown Act as to whether voting members can attend virtually.

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12. Adjourn**		Adjournment was made by unanimous consent at 10:55 am.