

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the CCPC office at SCOE, 5340 Skylane Blvd, Santa Rosa, CA, during normal business hours. If you require a disability accommodation, please contact us at (707) 524-2658.



**MEETING AGENDA**

Friday, May 3, 2019

8:30 am – 2:00 pm

The Bishop’s Ranch - 5297 Westside Road, Healdsburg, CA 95448

*The mission of the Child Care Planning Council of Sonoma County is to convene and inspire the community through collaboration, leadership and advocacy to promote and plan for quality child care and development for the benefit of all children (primarily birth to 12), their families and Sonoma County.*

Quorum required for action at today’s meeting is 12 members.

**CCPC CORE VALUES**

1. Keeping the welfare of children at the center of our actions.
2. Promoting and supporting high-quality early care and education.
3. Being strategic and keeping the big picture in mind.
4. Operating with integrity.
5. Ensuring inclusivity.
6. Collaboration.

\*\* action item (action may also be taken on any item on the agenda)

Time (approximate)	Topic	Objective	Process	Lead
8:30	Breakfast/Coffee/Networking			
8:45	Welcome	Introductions	Go around – all.	Rebecca Hachmyer
9:10	Recognition a. Member recognitions b. Bingo Warmup	a. Acknowledge Council members for their years of service	a. Announce members and years of service.	Susy Marrón  All
9:15	Agenda Review	Review agenda	Review	Susy Marrón
9:25	Game – CCPC Jeopardy	Learn more about CCPC.	Play game as a group	Susy Marrón

Approval Of The Consent Calendar: The Consent Calendar includes routine financial and administrative actions, and are usually approved by a single majority unanimous consent vote. There will be no discussion on these items prior to voting on the motion unless Council Members or the public request specific items be discussed and/or removed from the Consent Calendar.

Public Comment: Public comment may be heard on each agenda item.

Voting Process: 1) Open Discussion. 2) Motion. 3) Second. 4) Chair Restates the Motion. 5) Voting Members Discussion (pros and cons). 6) Voting Members Vote. 7) Chair Announces the Result.

What to do in the Event of a Conflict: During open public discussion – disclose the existence of the conflict, explain the nature of the conflict. During member only discussion – 1) abstain from discussion of or attempting to influence the decision; 2) leave the discussion table during consideration of the decision, so that it is obvious you are not participating; 3) abstain from voting; 4) ensure that the disclosure and abstention are reflected in the minutes.

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Time (approximate)	Topic	Objective	Process	Lead
9:35	Workgroups in review	Define and renew needs of specific works groups. Identify any overlaps or gaps to inform future work. Finalize and close out 2018-2019 workgroups to prepare for 2019-2020 groups	<ol style="list-style-type: none"> <li>1. Define Groups and members</li> <li>2. Review accomplishments</li> <li>3. Create, eliminate or consolidate groups through discussion</li> </ol>	Renee Whitlock-Hemsouvanh
10:20	Break			
10:35	Community ECE Update	Allow for time to inform the group on all relevant community work and needs.	Group discussion	Renee Whitlock-Hemsouvanh
11:15	Business Meeting Call to order**	Begin business part of the meeting	Co-chair action and information.	Rebecca Hachmyer
11:20	Approval of/Revisions to Agenda**	Agreement on topics for business meeting.	Unanimous Consent action item, unless there are objections/changes.	Rebecca Hachmyer
11:25	Consent Calendar** a. CCPC Meeting Minutes of 4/5/19	a. Approve record of previous meeting	a. Unanimous Consent action item, unless there are revisions/corrections.	Rebecca Hachmyer
11:30	Follow-up from previous meeting	Discuss last month's meeting	Discussion	Lorie Siebler

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11:35	Finance Committee report a. 2018/19 Budget revision** - CTKS Budget Revision b. 2019/20 Budget proposal** c. End of year spending**	a. Approve the 18/19 budget revision b. Approve the 19/20 budget proposal c. Authorize the Treasurer and Executive Committee to make final budget revisions for 2018/19	a. Report, discuss, vote b. Report, discuss, vote c. Report, discuss, vote	Missy Danneberg
11:40	Membership Committee report a. Member application** - Gina Dickson b. Elections/reelections for the following positions** - Co-Chair - Chair-elect - Membership - Treasurer -	a. Review new member application b. Vote on officer elections for another term.	a. Report, discuss, vote b. Report, discuss, vote	Terry Ziegler
11:50	Zip Code priorities**	The Executive Committee recommends keeping the 2018 priorities for another year.	Review, discuss, vote	Susy Marrón

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11:55	Needs Assessment**	Review and approve 2019 Needs Assessment Draft tables and Community Profiles	Review, discuss, vote	Michelle Nilsson Consulting and Needs Assessment Committee
12:30	Adjourn**	Adjourn and close business part of meeting.	Unanimous consent	Rebecca Hachmyer
	Lunch			
1:00	Moving Forward in Work Groups	Ensure all Work Groups are effective and members can support the work. Create a framework to inform and support 2019-2020 goals and objectives	Work Group Design Thinking Exercise	Renee Whitlock-Hemsouvanh
1:45	Closure	Aspirations for next year	Go around – all	Renee Whitlock-Hemsouvanh
2:00	End	Playtime!	Relax and enjoy the grounds until 5 pm.	

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