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**Child Care Planning Council of Sonoma County  
EXECUTIVE COMMITTEE SPECIAL MEETING AGENDA**

Friday, December 1, 2023

8:45 am to 9:00 am

This meeting will be held at the Sonoma County Office of Education  
5340 Skylane Boulevard, Santa Rosa, CA 95403  
Teacher Learning Center, Eagan Room 4

*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*

The quorum required for action at today's meeting is 3 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	Item	Agenda Item	Objective	Process	Lead
8:45 am	1.	Welcome			Renee Whitlock Hemsouvanh
8:45 am	2.	Call to order**		Co-Chair action	Renee Whitlock Hemsouvanh
8:46 am	3.	Approval of/Revisions to Agenda**	Agreement on topics for the meeting	Unanimous Consent action item, unless there are objections or revisions.	Renee Whitlock Hemsouvanh
8:47 am	4.	Approval of / Revisions to meeting minutes from 10/25/23 meeting**	Approve the record of the previous meeting	Unanimous Consent action item, unless there are objections or revisions.	Renee Whitlock Hemsouvanh

8:48 am	5.	2023/2024 Budget Revision**	Approve proposed 2023/2024 Budget Revision	Review, discuss, vote	Renee Whitlock Hemsouvanh
8:55 am	7.	Public Comment	Input from members of the public	Public speaks	Renee Whitlock Hemsouvanh
9:00 am	8.	Adjourn**	Next meeting January 24, 2024		Renee Whitlock Hemsouvanh

**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.

**Electronic Communications** - SCOE Wi-Fi access: “SCOEopen”; no password required. Members are not to use electronic communications during a meeting to discuss items on the agenda.