



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 5340 Skylane Blvd, Santa Rosa, CA, during normal business hours. For disability accommodation, please contact us at (707) 524-2658.



**Child Care Planning Council of Sonoma County
 Executive Committee Meeting
 Monday, January 22, 2017
 11:30-1:00 PM**

Gravenstein – 5340 Skylane Blvd., Santa Rosa, CA 95403

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.

AGENDA

**Action Item (Action may also be taken on any item on the agenda)

Approximate Time	Item #	Agenda Item	Objective	Process
11:30 am	1.	Call to Order**		
11:35 am	2.	Approval of Agenda**	Agreement on topics for meeting.	Unanimous Consent action item, unless there are changes.
11:40 am	3.	Approval of December 18, 2017 Executive Committee meeting minutes**	Approve record of previous meeting.	Unanimous Consent action item, unless there are changes.
11:45 am	4.	Public Comment on Non-Agended Items	Allow input from non-members on any topic related to the mission of CCPC.	Public speaks.
11:50 am	5.	Follow-up from last Council meeting	Discuss feedback and last meeting.	Review, discuss
11:55 am	6.	ELC Scholarships** ELC & Evening of Honor Sponsorships**	Discuss having Co-chairs approve moving forward with opening the ELC Scholarship application & approving ELC and Evening of honor	Discuss, vote

			sponsorship before next Council meeting.	
12:00 pm	7.	17/18 Budget Revision	Review 17/18 Budget revision	Discuss
12:05 pm	8.	April & May hot topic/end of the year retreat	Discuss hot topics for April and May. Begin planning end of the year retreat.	Discuss
12:10 pm	9.	Community Meeting Working session	Continue to revise Community meeting document	Small group work
12:45 pm	10.	Template/Questions for Committees to consider	Discuss the development of a template & questions for committees to guide their work.	Discuss
1:00 pm	11..	Adjourn**		Unanimous consent item.

Agenda Development and Meeting Strategies:

- * Expect people to read the agenda information ahead of time, and provide history and context at meetings before each item
- * Provide pros and cons when presenting an issue, and before voting
- * When reporting recommendations, report if there are strong dissenting opinions
- * Reduce the number of action items on the agenda; allow enough time and provide enough information
- * When presenting revisions to or new Protocols, provide a summary of context/rationale/explanation.
- * Consider small-group discussions, "Open Space" format, etc.
- * Consider switch of Co-Chair facilitator for discussion participation

Ongoing Activities from Strategic Plan	
Solicit Hot Topic suggestions regularly from membership	Administer Workforce Development and Quality Improvement Programs – CARES, Quality Counts, CTKS
Ensure timely inclusion of broad range of critical issues in Hot Topics/Public Policy discussions, including impact on ECE of current political/economic decisions	1. Continue to solicit feedback per Meeting Feedback Forms. 1. Survey members to solicit and rank Hot Topic suggestions.
Develop response to proposed budget cuts with funding priorities, and to proposed legislation	2. Plan annual Hot Topic calendar and revise as needed. 3. Include Public Policy item on agenda for each month's CCPC meeting. Coordinator reports on current political/economic decisions as needed.
Promote Child Care Plan	Collaborate with Public Policy Committee, and provide support as needed.
Hold regular CCPC meetings	Assess input from members, and develop strategies to address issues raised regarding: Committee reports, feedback forms, amount of content on agenda, follow-up on issues presented/discussed, meeting facilitation and diverse opinions, field trips and Hot Topics

CCPC • Sonoma County Office of Education

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