



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) 524-2639.



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**Wednesday, June 23, 2021**  
**9:30 am to 11:00 am**

**This meeting is being held remotely**  
[Click here](#) to join via Zoom  
**Call-in information:**  
**Phone: 1-669-900-6833**  
**Meeting ID: 999 9595 4198**

*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
9:30 am	1.	Call to Order**		
9:35 am	2.	Approval of Agenda**	Agreement on topics for the meeting.	Unanimous Consent action item, unless there are changes.
9:40 am	3.	Approval of May 26, 2021, Executive Committee meeting minutes**	Approve the record of the previous meeting.	Unanimous Consent action item, unless there are changes.

Approximate Time	Item #	Agenda Item	Objective	Process
9:45 am	4.	Public Comment on Non-Agendized Items	Allow input from non-members on any topic related to the mission of CCPC.	Public speaks.
9:50 am	5.	Follow-up from last Council Meeting	Discuss feedback and last meeting.	Review, discuss.
10:00 am	6.	2020/2021 Budget Revisions**	Approve the 2020/2021 Budget Revisions.	Review, discuss, vote
10:15 am	7.	Early Education Program Specialist position**	Discuss duties and FTE for the position.	Review, discuss, vote
10:30 am	8.	CCPC Membership Chair and Chair-Elect	Discuss terms and conflicts of interest.	Review, discuss,
10:45 am	9.	Next Executive Committee/ retreat?	July 28, 2021, from 9:30 am to 11 am.	Discussion
11:00 am	10.	Adjourn**		

**Agenda Development and Meeting Strategies:**

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

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## Ongoing Activities from Strategic Plan

Activity	Action Items
Solicit Hot Topic suggestions regularly from membership	Administer Workforce Development and Quality Improvement Programs – CARES, Quality Counts
Ensure timely inclusion of a broad range of critical issues in Hot Topics/Public Policy discussions, including impact on ECE of current political/economic decisions	<ol style="list-style-type: none"> <li>1. Continue to solicit feedback per Meeting Feedback Forms.</li> <li>1. Survey members to solicit and rank Hot Topic suggestions.</li> </ol>
Develop a response to proposed budget cuts with funding priorities, and to proposed legislation	<ol style="list-style-type: none"> <li>2. Plan the annual Hot Topic calendar and revise it as needed.</li> <li>3. Include Public Policy item on the agenda for each month's CCPC meeting.</li> </ol> <p>The coordinator reports on current political/economic decisions as needed.</p>
Promote Child Care Plan	Collaborate with the 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