



**Child Care Planning Council of Sonoma County**  
**Executive Committee Meeting**  
**September 18, 2017; 9:30 – 11:30am**  
**SCOE, Gravenstein Room**  
**5340 Skylane Boulevard, Santa Rosa CA 95403**

**Meeting minutes approved at 11/20/2017 Meeting**

Members Present: Missy Danneberg, Rebecca Hachmyer, Jason Riggs, Terry Ziegler  
 Guests Present: Lorie Siebler  
 Facilitator Present: Gary Hochman  
 Staff Present: Susy Marrón, Kaye Moore

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair Jason Riggs called the meeting to order at 9:34 am
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. Approval of August 25, 2017 Executive Committee meeting minutes**		The August 25, 2017 Executive Committee meeting minutes were approved by unanimous consent.
4. Public Comment on Non-Agendized Items		No public comment was heard.
5. Follow-up from last Council meeting	Comments about the set-up in the Gravenstein conference room were discussed, as well as the pros and cons of meeting at RESIG vs SCOE. A suggestion was made to add 5 minutes to the end of the meeting to discuss main points and “take-away” points from the meeting.	Susy will add time at the end of each CCPC council meeting agenda moving forward.
6. First 5 Budget Revisions**	The Finance Committee voted at their last meeting to move forward with making budget revisions to First 5 contracts for 17/18 due to unspent money that was carried over from 16/17. Executive committee discussed this	On motion by Missy Danneberg and a second by Terry Ziegler, the Executive Committee approved making these budget

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	<p>recommendation and agreed to move forward with these budget revisions now. An official budget revision for 17/18 will be taken to the Council for a vote in January. Executive Committee will report this decision during the next Council meeting.</p>	<p>revisions with First 5.</p>
<p>7. Executive Committee's action plan development &amp; the development of CCPC committees</p>	<p>Gary Hochman facilitated the discussion for this agenda item. He began by establishing the following norms before diving in:</p> <ul style="list-style-type: none"> <li>• Purpose: Norms: <ol style="list-style-type: none"> <li>1. Make Room for all Voices (Rebecca) Step up and step Back</li> <li>2. Make sure you contribute your perspective</li> <li>3. Respect Different Opinions- take time to understand – divergent views (Missy)</li> <li>4. Assume Positive intent (Jason)</li> <li>5. Work towards a common goal (Terry), Make the Goals explicit/ID It (Rebecca)</li> <li>6. Articulate the whys the behind your perspective/explain your reasoning (Rebecca) <ul style="list-style-type: none"> <li>▪ Process</li> <li>▪ Content</li> <li>▪ Hopes</li> </ul> </li> </ol> </li> <li>• Feedback: Gary points out the fact that committee and council members are unpaid and volunteer with these projects. They are passionate individuals and they feel pressure to be successful. Pains of past-perceived failures flared up in the group combined with the desire to succeed and it causes tension. Each member needs to be conscious of how they show up and where the boundaries are. Still trying to find their way with what is possible and what is not. Another issue that has come up is how they show up and engage in the process. How are</li> </ul>	<p>Executive Committee will report back to full council about the plan moving forward.</p> <p>EC will need to determine if we need additional meetings?</p> <p>EC's October 16 meeting will be extended from 9:30 am to Noon. This will provide additional time to fines the idea before it is brought to the full Council.</p> <p>Lorie and Jason will meet with Gary before 10/16/17 to help develop the next EC's agenda.</p>

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	<p>decisions going to be made when there are differences in the room. The differences lead to creativity but it also makes it difficult when there is not agreement. Hurt feelings, frustration, anger often lead to power struggles within the group. Gary wants to help to change the way the group interacts. The pressure to serve the council is on.</p> <ol style="list-style-type: none"> <li>1. Missy: feels his assessment is accurate. The group came to a consensus on what they want to do but not on how they want to do it. It became frustrating when trying to get the work done and were unable to do so.</li> <li>2. Rebecca: I got frustrated when we completed a lot of work and then it stalled.</li> <li>3. Susy: It was not that we did not agree. Everyone agreed on what we were going to do but the problem came in with how to implement the idea. Susy agrees with Gary's feedback</li> <li>4. Jason: Felt the feedback was accurate but if we want a learning community then we have to be willing to readdress decisions made in the past. The group needs to be flexible in the decision making process. Gary we must be open to other perspectives and not get hung up on a specific perspective</li> <li>5. Missy: She felt it was not about changing her mind but she had a different impression or understanding of what was being decided. Rebecca and Lorie moved forward with the idea after many months of meetings. Better communication within the group and recapping what is being agreed to in order to remove the assumptions.</li> <li>6. Susy: it was the how that made it fall apart</li> </ol>	

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	<p>7. Jason: It was clear in the emails that we were not on the same page.</p> <p>8. Susy: Since the April Meeting, the ideas keep changing.</p> <p>9. Gary: The lesson here is that we need to be on the same page</p> <p>10. Terry: It is a new group with a massive change of what we are going to do and it is going to cause conflict. What Terry learned, if we do the plan as Rebecca and Lorie have suggested then it hard to accept change and lose control.</p> <p>11. Jason: Hope is that a culture is established and we have a positive culture.</p> <ul style="list-style-type: none"> <li>• Content: <ul style="list-style-type: none"> <li>1. Option 1: The Who Approach <ul style="list-style-type: none"> <li>▪ To think strategically about how the council is bringing action ideas to the Who is best to do them</li> <li>▪ Work Groups: would package and present ideas to the council and community partners</li> <li>▪ All actions support council goals</li> <li>▪ More task driven; built around tasks that are focused on the people who might enact them in the community</li> <li>▪ Issues: it isn't connected to the WHY</li> <li>▪ Work groups created at council meeting</li> <li>▪ Not working in committees where some work is completed and other work is not completed</li> <li>▪ Action ideas without interested will be tabled</li> </ul> </li> </ul> </li> </ul>	

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	<ul style="list-style-type: none"> <li>▪ Highlight that no Who is above another Who</li> <li>▪ How to get the council to prioritize the Who's</li> <li>▪ Work groups can add new ideas</li> <li>▪ Executive Committee should refine list</li> <li>▪ Find specific proposed actions with the task</li> <li>▪ WHO with different organization</li> <li>▪ Take the Tasks and organize/sort them by the proposed actions</li> <li>▪ Add proposed actions words to task list instead of letters</li> <li>▪ Could Chose Goals to focus on</li> </ul> <p>2. Option 2: The What Approach</p> <ul style="list-style-type: none"> <li>▪ Focusing it around the goals rather than the WHO</li> <li>▪ Create/organize committees arounds goals and proposed action</li> <li>▪ Work Groups examine tasks and proposed tasks within each goal and the list of Who's</li> <li>▪ Convening around goals and not Who</li> <li>▪ The council would form work groups around the goals and will determine the actions</li> <li>▪ Work groups develop their action plan.</li> <li>▪ Could be less than 5 work groups</li> </ul> <ul style="list-style-type: none"> <li>• Reactions, Go Around:</li> <li>• Review existing approaches: In the past, it was a version of number twos. Decisions were made during a retreat and voted on.</li> <li>• Generate alternatives</li> <li>• Pro and Con</li> </ul>	

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	<p>1. Pros:</p> <ul style="list-style-type: none"> <li>▪ Option 1: <ul style="list-style-type: none"> <li>• New and different. Produce different results</li> <li>• It is upside down, inclusive (includes ideas of people)</li> <li>• Executive Committee preps the council for success</li> <li>• Potential for more accomplishment</li> </ul> </li> <li>▪ Option 2: <ul style="list-style-type: none"> <li>• Easier to grasp (implementation is simpler)</li> <li>• Familiar</li> </ul> </li> </ul> <p>2. Cons:</p> <ul style="list-style-type: none"> <li>▪ Option 1: <ul style="list-style-type: none"> <li>• Time consuming with Executive Comm. And Council Mtg.</li> <li>• Current structures that we operate under don't let themselves to this structure in council meetings – doesn't easily fit</li> <li>• Training need to help it feel more collaborative with community partners (need to be sensitive in how you approach the Who)</li> </ul> </li> <li>▪ Option 2: <ul style="list-style-type: none"> <li>• Status Quo</li> <li>• 5 committees could be reaching out to the same stakeholders</li> <li>• Committees can get mired</li> </ul> </li> </ul>	

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	<p>down</p> <ul style="list-style-type: none"> <li>Hasn't been successful in the past</li> </ul> <p>Name for the Groups? In option 2</p> <ul style="list-style-type: none"> <li>Discuss/Decide: Susy thinks option 1 will be challenging to accomplish given the time involved but loves the idea, Missy is open to trying option 1 but needs to be conscious of the time factor. Make sure we bring the whole council along; Rebecca wants to go with option 1 if we want to be more effective. Terry loves options 1 but she would want to go slow so it will be successful. Jason, How do you approach the WHO? Want to engage the "who's" to get the "who's" to participate. He is ok with Option 1 but he has questions on to mitigate the cons. Lorie is for Option 1 because it has the potential get more done and get more involved. Agrees to give us time to sort it all out. Consensus is on Option 1 with reservations. Rebecca wants agree that everyone will do the work and leave it on one person. Must come together to figure how to get this moving forward with some facilitation. Missy, Jason, Terry and Lorie agree that it is important to work together</li> </ul> <p>*When there is no consensus then the group must vote. Disagree and Commit.</p> <p>Members worried that it is going to be challenging moving forward. Identify what the options are and then vote.</p>	
8. Adjourn	The next EC meeting will be on October 16 from 9:30am – 12noon.	The meeting was adjourned by unanimous consent at 11:52am