



Child Care Planning Council of Sonoma County
Executive Committee Meeting
August 19, 2019; 10:30am-12:00noon
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at the Meeting of September 18, 2019

Members Present: Missy Danneberg, Rebecca Hachmyer, Renee Whitlock-Hemsouvanh, Lorie Siebler, Terry Ziegler
 Members Notified Absent: None
 Staff Present: Susy Marrón, Erica Hurtado

Agenda Item	Discussion	Action/Follow-up
Lunch		
1. Call to Order**		Co-Chair Lorie Siebler called the meeting to order at 10:41 am.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. Approval of June 6, 2019 Executive Committee meeting minutes and joint Finance/Executive Committee minutes of June 21, 2019**	The minutes for the Executive committee meeting on June 6, 2019, were unanimously approved. The minutes for the joint Finance/Executive Committee meeting on June 21, 201, were approved on a motion by Lorie Siebler and a second motion by Terry Ziegler. Rebecca Hachmyer and Renee Whitlock-Hemsouvanh abstained.	The minutes of both the June 6, 2019, meeting of the Executive Committee and the joint Finance/Executive Committee meeting of June 21, 2019, were approved.
4. Public Comment on Non-Agendized Items		No public comment was heard.
5. Unrestricted Fund Balance	Susy explained a \$112.49 deficit was accumulated by the lack of donations to use for providing snacks during Council meetings. Discussion took place of not providing	Coffee will now be provided by SCOE's ESS department. Council will be notified that only

	snacks at meetings along with wanting to lower the use of disposable items.	coffee will be provided. Renee will facilitate for the Sept. 6 th Council meeting of how to lower the use of disposable items at council meetings.
6. AB 1001 Update (LPC bill)	Susy informed the group that after the bill was passed through house and senate, the bill was disapproved by the Governor and his house of Education staff. It is not funded. The bill was approved for senate appropriations where it will wait.	Wait on updates if this Bill will get revised or moved again.
7. ELI/Head Start Collaborations	Susy explained CCPC has done partnerships to have teaching pyramid trainings in the past. CCPC is being asked again to support by providing space. There is a discussion to limit the number of days to lighten the amount one staff member had to do in previous years. There is plan this year for 2 SCOE staff members to share responsibilities which will make it more manageable.	All support.
8. TALLK training/AB212 funds	Susy reported that CCPC Jen Guerrero recently approached CCPC to identify ways to collaborate and promote TALLK training. One idea discussed was the possibility of using AB212 funds to support ECE educators to attend a series of TALLK trainings. With there being no ELC conference this fiscal year, there is \$6,000 that was set aside for the conference. Financing workers could be available either by paying the amount if full or paying smaller scholarships, but the group is hesitant since the funds were intended for 100+ participants in comparison to supporting the TALLK training which would only allow for 9 participants.	More input is needed, the item will get taken to the Council.
9. Sonoma County Workforce Study	Sonoma County qualifies to do a local in depth work force study. The cost would be \$36,000. To fund this project, CCPC funds can be used, but will require additional help. Community help would be best. Renee suggested to discuss with the Chamber of Commerce to fund.	Bring this to the Finance Committee to converse more. Renee will take this to her next staff meeting as well.

		All approve this is a project to be part of.
10. 2019 Needs Assessment Report	Susy reported that the report expected from July was received on August 17, 2019. This report contains the changes requested from the May 3, 2019 meeting phone call. The plan is for the report to be approved in the October Meeting.	Take item to Needs Assessment Committee. Send the report in advance so that members can read the whole report.
11. September Council Meeting -Work Group Action Plans -Executive Committee Action Plan	For the September Council Meeting, Logic Model was sent. Format changes were made. Work Group Actions Plans will be completed, a month will be chosen for hot topic, and meetings schedules will be decided. A chart to make that assigns a committee to a certain month and displays where their next meeting will be. Executive Action Plan will be moved to discuss during next month's meeting.	Executive Committee Action Plan will be discussed during the Sept 18th meeting.
12. Executive Committee meeting schedule	Members brought up their best days to hold meetings. All agreed the third Wednesday of each month from 9:00 am –10:30 am would be best.	Meeting rooms will be reserved, and calendar invites will be emailed.
13. Adjournment		Adjournment was by unanimous consent at 11:49 am.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
September 18, 2019; 9:00 - 10:30am
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at October 24, 2019 Meeting

Members Present: Missy Danneberg, Rebecca Hachmyer, Renee Whitlock-Hemsouvanh, Lorie Siebler, Terry Ziegler
Members Notified Absent: None
Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
Lunch		
1. Call to Order**		Co-Chair Lorie Siebler called the meeting to order at 9:05am.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. Approval of August 19, 2019 Executive Committee meeting minutes**	.	The minutes for the Executive committee meeting on August 19, 2019, were unanimously approved
4. Public Comment on Non-Agendized Items		No public comment was heard.
5. Follow-up from last Council meeting	Discussion about how to cover snacks for the meetings, how to allow more time for work groups, and suggestions for Hot Topics.	Terry and Missy contributed to the Snack Fund with checks to CCPC to cover the October meeting. Rebecca will bring this issue to the next Council meeting during the Executive Committee report.

6. AB 212 Professional Development Program	Susy reported that the ELCD discussed how to use the funds that they would prefer to have flexibility with how they spend them. (They need to be spent by June 30.) Missy suggested that Susy allocate the funds and ask them to apply for a training stipend. She would ask recipients to report how many teachers participated in Professional Development activities, how the funds were spent, and the amount they're requested.	Susy will develop a really easy system. \$6,000 already in the budget.
7. Hot Topic for October's Council meeting	The group discussed the Needs Assessment, which was to be the Hot Topic for October. The state is developing a template to collect current data every year. When the current Needs Assessment is ready, Susy will send it out well in advance of a Council meeting to allow time for people to review. Susy will also ask Council members to submit feedback before the meeting. This will allow time for edits/revisions before it is presented. The group discussed three potential topics for October: dual language learners update, First5 update, and READY. Susy shared that Quality Counts California (QCC) will focus on improvement and technical assistance rather than ratings and assessments starting July 2020.	Susy will follow up.
8. Inclusive Early Education Expansion (IEEEP) Grant Request for Application (RFA)	A newly formed regional consortium with Napa County as the lead is supporting County Offices of Education to apply for a second level of funding. \$10,000 was awarded to build a website for the consortium. Additional funds were awarded to offer technical assistance for districts applying for funds (IEEEP funds). Only school districts can apply; the LEA must apply for funding. Eleven districts that are direct service providers have submitted a Letter of Support for this money. (SCOE has already done so.) There is no limit to the amount of funding you request. Solano has been working on this grant application. Susy is working with Mandy Corbin and Brulene Zanutto.	Rebecca suggested that we give this task to the Inclusion Work Group to get everything together, generate a list of agencies, and send letters to them inviting them to participate.

	The application is due October 18. Susy explained that the vision is that money will come into Sonoma County as a pass through to different partners with expertise. Ask organizations and agencies to write up training ideas for 18 hours of training.	
9. Executive Committee Action Plan	The Committee completed this year's action plan for 2019-2020. What to do with the data? Have the data committee come together to tell the story. Perhaps have an "info graphic" Regarding \$21,000 to solicit parent and providers regarding transition: who has the expertise? We could partner with existing experts that have access to parents/providers.	
10. Adjournment	Next meeting to be determined.	Adjournment was by unanimous consent at 10:23 am.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
October 24, 2019; 11:30 am - 12:30 pm
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at November 21, 2019 Meeting

Members Present: Rebecca Hachmyer, Renee Whitlock-Hemsouvanh, Terry Ziegler
 Members Notified Absent: Missy Danneberg, Lorie Siebler
 Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
Lunch		
1. Call to Order**		Co-Chair Rebecca Hachmyer called the meeting to order at 11:34 am.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3. September 18, 2019 Executive Committee meeting minutes**	.	The minutes for the Executive committee meeting on September 18, 2019, were unanimously approved
4. Public Comment on Non-Agendized Items	Terry Ziegler shared that Mt. Taylor Children's Center got two 5-star ratings. Renee suggested that a letter should be drafted to Emergency Services to include preschool and centers of emergency/evacuation/shelter-in-place advisories ... best practices for air quality, water, working telephone for disasters.	Renee's suggestion will be brought to the Council in the Executive Committee report.
5. Follow-up from last Council meeting	There was only one response ... from a guest. Discussion centered around how to get better feedback and it was	

	<p>decided to print the Feedback and InKind forms back to back and allow time for participants to complete them. Concern was raised around remaining anonymous for feedback. Forms will be printed one-sided. Members enjoyed the introductions/brags/inspiration part of the meeting. The Committee also discussed how to maximize the meeting time and infuse energy. It was decided that after all the action plans are presented at the November 1 Council meeting, we will survey the group about whether to continue to set aside Council meeting time for the work groups.</p>	
6. AB 212 Professional Development Program	<p>Susy reported that 10 state-funded programs applied, requesting \$48,602. The Finance Committee recommended an increase of \$7,000 for the PDP fund. They also recommended that each program with 10 or more teachers should get a minimum of \$1,500, and that programs with less than 10 teachers receive a minimum of \$700.</p>	<p>On motion by Terry and second by Renee, the vote was unanimous to increase the allocation from \$6,000 to \$13,000 and let the Finance Committee determine the amount each program should receive. It was also recommended that the Finance Committee contact North Bay Children's Centers.</p>
7. CSPP (Year 0) and Quality Counts Block Grant	<p>This is the third round of funding. \$15,000 in the proposed budget. Susy reported that the Finance Committee recommended that we accept the block grant for assessments.</p>	<p>On motion by Renee and second by Terry, the vote was unanimous to accept the grant.</p>
8. CSPP Block Grant (Year 9) Budget Revisions	<p>The grant ended in September. Susy submitted a request to First 5 which shows how the grant actually was spent. It was originally a 15-month grant.</p>	<p>On motion by Renee and second by Rebecca, the vote was unanimous to accept the fully revised budget.</p>
9. Center for the Study of Child Care Employment Workforce Study	<p>Susy reported that the Finance Committee recommended allotting \$2,500 toward the study which begins on January 1, 2020, and completed in 2021. The Finance Committee also recommended contributing up to \$5,000 if there are funds.</p>	<p>On motion by Terry and second by Rebecca, the vote was unanimous to accept the Finance Committee's recommendation of allotting \$2,500 toward the study.</p>

10. Preschool Development Grant	Susy reported that this is a federal grant for a statewide and countywide needs assessment study which requires a minimum of six meetings before December 13 to receive the augmentation this contract year. The group discussed how to use the funds: for children’s books or safety items like disaster kits. They suggested trying to coordinate these meetings with ones already existing: conversations with school districts regarding transitions to kindergarten, conversations with culturally and linguistically diverse families, and conversations with parent groups to explore barriers to accessing high quality learning and programs.	On motion by Renee and second by Terry, the vote was 2 in favor (with Rebecca abstaining) of engaging the services of Shift Book Box. The motion passed.
11. LPC Annual Self Evaluation/Report	The group reviewed the LPC Summary of Evaluation Findings report which means that we’re in compliance with everything we get grants for and are spending the money the way we’re supposed to.	On motion by Terry and second by Renee, the vote was unanimous to accept the LPC Annual Self Evaluation/Report.
12. November meeting; Reschedule?	The committee determined that the next meeting should remain on November 20, 9:00-10:30am.	
13. Adjournment		Adjournment was by unanimous consent at 12:40 pm.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
November 21, 2019; 12:30 am - 2:00 pm
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at December 18, 2019 Meeting

Members Present: Missy Danneberg, Rebecca Hachmyer, Terry Ziegler
Members Notified Absent: Renee Whitlock-Hemsouvanh
Member Absent: Lorie Siebler
Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
Lunch		
1. Call to Order**		Co-Chair Rebecca Hachmyer called the meeting to order at 12:45 pm.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3 October 24, 2019 Executive Committee meeting minutes**		The minutes for the Executive committee meeting on October 24, 2019, were unanimously approved.
4. Public Comment on Non-Agendized Items	Patty shared School and College Legal Services response to wording in the ByLaws.	The Membership Committee will address this issue at their December 6 meeting.
5. 2019 Needs Assessment Report	Susy provided everyone with a draft of the report. She asked for feedback from the committee, but only got recommended changes from the small group of people	Susy will email the recommendations back to consultant for final report. Then

	who attended the meeting. She reviewed the draft and pointed out where changes should be made.	the final report will be presented to the Council.
6. Preschool Development Grant	Susy shared that she had a successful first convening last week ... with childcare, a translator, and a note-taker. She has another group convening tomorrow in Sonoma.	Susy will put the feedback together. This information will also inform the CCPC strategic plan.
7. Next Council meeting: --Business/Government --Action plan presentations	Susy reported that Renee will make the presentation for Business and Government Work Group. Action plans reports will be presented by each group. Cathy Vaughn will bring the snacks. Staff will provide coffee.	Susy will check in with Cathy about what she's going to bring.
8. IEEEP Inclusion Grant Update	Susy reported that the state is running late and has not posted their Intent to Fund results.	
9. 2020-2021 CCPC Budget	Missy reported that many of these Quality Counts grants will disappear. Susy shared that If the state will not have us do assessments, we would have to take more than \$100,000 out of the budget, reducing jobs.	
10. AB 435 Pilot Rates	Susy submitted a change for a rate reimbursement to increase it in June. The state has separated the LEA and non-LEA contractors. Most of state-funded are operated by non-profits. Take lesser of the two under-earnings Contractors were not happy and CCPC, First 5, and 4Cs wrote a letter to CDE, copying Tony Thurmond, Mike McGuire, and the Governor's staff. Susy received a call from CDE realizing that this really isn't working. Offered one-on-one support ... basically we'll have to do rate calculations all over again. Steven Propheter is listening. We returned 16% or unearned funds last year; we need to find a way to keep that money here.	
11. Adjournment		Adjournment was by unanimous consent at 1:51 pm.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
December 18, 2019; 9:00 – 10:30am
La Ventana Conference Room, 5340 Skylane Boulevard, Santa Rosa CA 95403

Minutes Approved at February 19, 2020 Meeting

Members Present: Missy Danneberg, Renee Whitlock-Hemsouvanh, Terry Ziegler
 Members Notified Absent: Rebecca Hachmyer, Lorie Siebler
 Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Chair-Elect Renee Whitlock-Hemsouvanh called the meeting to order at 9:24am.
2. Approval of Agenda**		Agenda approved by unanimous consent.
3 November 21, 2019 Executive Committee meeting minutes**		The minutes for the Executive committee meeting on November 21, 2019, were unanimously approved.
4. Public Comment on Non-Agendized Items	There was no public comment.	
5. Follow-up from last Council meeting	Susy shared the 4 responses from the last meeting. It seemed that people were doing presentations rather than short public announcements. Suggestion for a Hot Topic: ACES.	We could limit the time for member and non-member announcements to one minute. Use index cards for people to be recognized. Put on next agenda: Executive Committee behavior at meetings (accessing computers

		or phones when someone is speaking doesn't send a good message or role model).
6. AB 212 Professional Development Plan (PDP) Documentation	Susy shared that we haven't done a PDP activity for a while. She has created a form for documentation. How does the Executive Committee feel about the need for back up materials? Missy suggested not collecting full back up if it isn't needed for an audit. Renee suggested that additional back up could be requested for a year. Get rid of all the receipts.	
7. CCPC Work Groups	Susy said that we were going to ask the Work Groups at the last Council meeting if they are actually working. The action plans help in assessing accomplishments and making groups accountable. Reporting back each meeting also makes groups accountable. Renee suggested that we table this and revisit it in a couple of months.	The Membership Committee will add a question regarding the effectiveness of Work Groups in the survey they're developing for Council members.
8. 2020-2021 CCPC Budget	<p>Missy and Susy updated the Executive Committee regarding potential sources of revenue and which grant monies will end. CRET and LPC will continue; CARES will continue through 2021.</p> <p>We could be working with JC and 4Cs for extended education for Spanish speaking classes.</p> <p>CSPP round 6 goes through Sept 2020. The state requires Quality Counts as it currently exists will no longer support all programs. It may only support state-funded.</p> <p>It may also supporting play groups, alternative sites, etc.</p> <p>IMPACT is a new grant; we'll have some liberty to design programs.</p> <p>Susy spoke with Human Resources about possible lay-offs. Notice must be given 60 days in advance.</p>	<p>Be on the look-out for Work Force Development, Facilities, and Inclusion grants</p> <p>Planning Council might be the proper place for grants to live.</p> <p>First 5 is no longer a part of County Government, it's just a non-profit.</p> <p>Susy would be happy to approach Angie for a conversation.</p> <p>We need to wait to see how the monies come in.</p>
9. Next Executive Committee meeting: January 15, 2020, 9:00 – 10:00am	Is Wednesday morning meeting still working?	Susy will follow up with Lorie and Rebecca.

10. Adjournment		Adjournment was by unanimous consent at 9:54am.
-----------------	--	---



Child Care Planning Council of Sonoma County
Executive Committee Meeting
April 22, 2020; 9:30 – 10:30am
This meeting was held remotely
via Zoom

Minutes Approved at May 27, 2020 Meeting

Members Present: Missy Danneberg, Rebecca Hachmyer, Lorie Siebler, Renee Whitlock-Hemsouvanh, Terry Ziegler
 Guest: Natalie Wright
 Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair Rebecca Hachmyer called the meeting to order at 9:37am.
2. Approval of Agenda**	Lorie requested that we add “Ways that the CCPC and R&R can collaborate.	On motion by Lorie and second by Missy, the agenda, with Lorie’s addition, was approved by unanimous consent.
3, February 19, 2020 Executive Committee meeting minutes**		The minutes for the Executive committee meeting on February 19, 2020, were unanimously approved.
4. Public Comment on Non-Agendized Items	There was no public comment.	
5. Follow-up from last Council Meeting	The group discussed the meeting held via Zoom. The consensus was that it went well and that the check-ins were appreciated. Next time, we’ll allow less time for introductions and leave time at the end of the meeting for	

	people to check in. It was suggested that everyone at the meeting put their name in the Chat Box.	
6. End of Year Spending	<p>Missy reported that the Finance Committee met yesterday and reviewed and approved the recommendation of the regarding End of Year spending and final 2019/2020 Budget Revisions. Essentially, Missy said that end of year spending “is a nightmare” because things are not getting posted. Most funds are spent out or will be. The Finance Committee recommends that the dollars not used for the canceled retreat be send directly to 4Cs to respond to the impact of COVID-19 on early childhood education. Natalie suggested that there be incentives for hazard stipends to open providers for financial compensations.</p> <p>Renee suggested that Zoom could provide a forum for providers to navigate the pandemic. Lorie suggested that our Local Planning Council and 4Cs R&R host a dialogue.</p>	On motion by Terry and second by Missy, the Executive Committee voted to repurpose those extra funds to 4Cs with the stipulation that they go for all direct provider support. Lorie Siebler abstained.
7. 2020/2021 Budget Proposal	<p>Missy stated that 2020-2021 is difficult to project. Susy walked the group through the proposal, explaining that the IEEEP grant will need to be rewritten to reflect actual monies. In an email, Melanie Dodson expressed concern with Round 7 that CCPC is lead for distribution of awards of the grant. 4Cs will experience declining revenues over the next few years. Natalie shared that Quality Counts is working with 4Cs to use the remaining IMPACT incentives to give hazard pay stipends to open providers. Lorie asked how CCPC staff will handle the additional workload. Susy responded that with no AB212, the workload evens out.</p>	On motion by Missy and second by Renee, the Executive Committee voted unanimously to accept the budget proposal for 2020-2021.
8. Additional agenda item: Management Bulletin 20-07	<p>Lorie spoke about the fact that decisions can be made on the local level with R&Rs being responsible for slots available and Local Planning Councils responsible for developing a plan. We need to figure out how to share the information with and between providers. (Maybe Zoom) She said that providers feel that they’re in the dark. How can we advocate? Terry shared that she’d gotten a Payroll Protection Loan, thought the details for forgiveness are</p>	Lorie, Renee, and Susy will work to facilitate.

	unclear and keep changing. Advocacy is needed to change the reimbursement for only 30 days. Perhaps calling Child Care Law Center regarding no notice given for programs to end. Opportunities to collaborate; essential workers operation; LPC staff is available to help. 4Cs Constant Contact could send out an invitation to one Zoom. Renee suggested that they invite questions before the Zoom meeting.	
8. Next Executive Committee meeting: May 27, 2020, 9:30-11:00am ... location to be determined	It was decided that Lorie will facilitate the May 1 meeting, while Rebecca will be on top of the Chat Box. The agenda should include an overview of what's going on, how CCPC will help people network, First 5s Strategic Plan's being rethought and updated. The check-in will occur after adjournment.	.
9. Adjournment		Adjournment was by unanimous consent at 11:04am.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
May 27, 2020; 9:30 – 10:30am
This meeting was held remotely
via Zoom

Minutes Approved at June 24, 2020 Meeting

Members Present: Missy Danneberg, Rebecca Hachmyer, Lorie Siebler, Renee Whitlock-Hemsouvanh
Absent: Terry Ziegler
Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair Lorie Siebler called the meeting to order at 9:34am.
2. Approval of Agenda**		The agenda was approved by unanimous consent.
3. April 22, 2020 Executive Committee meeting minutes**		The minutes for the Executive committee meeting on April 22, 2020, were approved by unanimous consent as there were no changes or edits.
4. Public Comment on Non-Agendized Items	There was no public comment.	
5. Follow-up from last Council Meeting	The group discussed the meeting held via Zoom. The presentations by Melanie Dodson and Angie Dillon-Shore were appreciated. Technical issues with Zoom were discussed.	

6. AB 212 Professional Development Program	Susy explained that grant funding that replaces the AB212 Professional Development Program is being offered as a one-time non-competitive grant due June 15. SSU and SRJC will continue remote learning through December, 2020. Renee reminded the group of the possibility of wildfires which could further complicate things.	Susy will complete the application and submit it.
7. IEEEP Grant/Early Childhood Education Program Specialist position.	Susy reported that CCPC was granted \$656K for the 3.5 year project. Susy has revised the job description of a position already in existence. It will be .75 FTE beginning approximately August 1, 2020, and ending December 31, 2024. The in-kind match will be covered by Susy, Mandy Corbin, and Brulene Zanutto.	Susy will send out the proposed job description to the group for review. She'll ask for it to be returned by the end of the week.
8. CCPC Coordinator Evaluation	Susy explained that her evaluation is due to be completed June 12, 2020.	Lorie will send out a survey. She and Rebecca will schedule a meeting with Jennie Snyder.
9. 2019/2020 Budget Revisions**	<p>Missy reported that the Finance Committee met yesterday and discussed the budget revisions. They recommended that the Executive Committee approve the AB 212 revision and the CARES revision and revisit the CCPC revisions in June. On motion by Missy and second by Rebecca, the vote to approve the recommendation of the Finance Committee was unanimous</p> <p>Missy explained that some agencies hadn't fully spent their AB 212 funds, but that the Finance Committee recommended that they be allowed to keep the monies and carry them over to 2020-2021 and used as COVID-related expenses. On motion by Missy and second by Rebecca, the motion carried with Lorie abstaining.</p>	
10. Next Executive Committee – June 24, 2020, from 9:30 am to 11 am.		
11. Adjournment		Adjournment was by unanimous consent at 10:26am.



Child Care Planning Council of Sonoma County
Executive Committee Meeting
June 24, 2020; 9:30 – 10:30am
This meeting was held remotely
via Zoom

Minutes Approved at July 22, 2020 Meeting

Members Present: Missy Danneberg, Rebecca Hachmyer, Lorie Siebler, Renee Whitlock-Hemsouvanh, Terry Ziegler
Staff Present: Susy Marrón, Patty Bernstein

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair Rebecca Hachmyer called the meeting to order at 9:34am.
2. Approval of Agenda**		The agenda was approved by unanimous consent.
3. May 27, 2020 Executive Committee meeting minutes**		The minutes for the Executive committee meeting on May 27, 2020, were approved by unanimous consent as there were no changes or edits.
4. Public Comment on Non-Agendized Items	There was no public comment.	

5. Review CCPC Member Survey Results	Susy explained that we had a lower response rate than usual, then reviewed the results and shared the comments for each question. Questions about how to support new members and how to increase diversity of the Council arose.	The group decided that the next survey should have a rating scale:1-5. The Membership Committee will take a more proactive approach. We'd like to have more discussion and interaction.
6. AB 212 Professional Development Program	Susy reported that she got the funds out.	
7. IEEEP Grant/Early Childhood Education Program Specialist position.	Susy reported she met with the Personnel Commission on Monday and after much discussion and editing, the position will post next week. She asked who would be interested in serving on the paper screening or interview panels.	
8. ZIP Code Priorities	CDE extended the deadline to August 1, 2020. The group had previously decided to keep the same priorities as last year.	The Council will have to ratify this at their August meeting.
9. 2019/2020 Budget Revisions**	Missy reported that the Finance Committee met yesterday and discussed the budget revisions for the Planning Council, moving unspent monies to 4Cs as COVID-19 expenses (\$5,000) and \$2,573.75 to First 5 for the Workforce Study allocation. On motion by Missy and second by Rebecca, the motion carried with Lorie abstaining.	
10. Executive Committee Retreat; 2021-2026 Child Care Plan?	Instead of a retreat this year, the group will convene at its next regularly scheduled meeting.	.
11. Next Executive Committee meeting: July 22, 2020 ... 9:30-11:00am		Topics could include feedback from the survey, inviting diverse voices, Hot Topics, Work Groups, ZIP Code priorities, and a

		preliminary conversation on the 2021-2026 Plan.
12. Adjournment		Adjournment was by unanimous consent at 10:28am.