



Child Care Planning Council of Sonoma County

INFORMATIONAL NOTES

August 3, 2012

SCOE, Santa Rosa

Members Present: Elisabeth Chicoine, Teri Clark, Melanie Dodson, John Eberly, Tammy Larimore, Jynx Lopez, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Carli Ortiz, Teri Porter, Heather Sweet and Margie Vondrak

Members Notified Absent: Chiara Bacigalupa, Debbie Blanton, Missy Danneberg, Becky Hachmyer, Amy Howder-Thompson, Kathy Kelley, Debb Reece, Marianne Schwarz-Kesling, Lorie Siebler, Cathy Vaughn and Terry Ziegler

Members Absent: Bobby Ewell and Gabe Kearney

Guests: Howard Termo

Staff Present: Carol Simmons

Meeting was not called to order as there was not a quorum.

Informational discussion facilitated by Co-Chair: Melanie Dodson

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	No quorum; item held until next meeting.	
Public Comments	No public comment was heard.		
Hot Topic – Hot Topic Prioritization	<p>Hot Topic Prioritization Melanie asked members to put sticky dots next to Hot Topics they are interested in for the next year, and summarized the results. Numbers at end represent total votes.</p> <ul style="list-style-type: none"> ○ Tax Initiatives (Millionaire’s Tax and Our Children, Our Future) - 7 ○ Children’s Agenda, Children’s Services Fund - 0 ○ Evidence-based practice in ECE - 6 ○ Guest Speakers from the Press - 2 ○ Diversity issues (political perspectives, child care in other countries, special needs, other Sonoma County populations [Asian, African], males) - 0 		To Executive Committee for follow-up planning and possible polling of absent members.

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> ○ Homelessness - 1 ○ ECE Labor Law - 2 ○ Conflict/Collaboration - 0 ○ Family Child Care issues - 2 ○ ROP Child Development Students -1 ○ Social issues (immigration, poverty divide, etc.) and impact on ECE - 8 ○ Brain development research - 6 ○ SRJC President Dr. Frank Chong - 4 ○ Increase CCPC Member Familiarity with the Child Care Plan - 1 ○ California Comprehensive Early Learning Plan (San Mateo) - 8 ○ Regional Initiatives (Roseland, Sonoma, Petaluma) – 8 ○ Meeting Facilitation (added after vote/per discussion) 		
Consent Calendar	<p>Consent Calendar</p> <p>a. CCPC Meeting Minutes of June 4, 2012</p> <p>b. 2011-2012 Annual Report of Accomplishments Approval</p> <p>c. Membership Representation with the Public Protocol Revision</p> <p>d. Advocacy and Executive Committee Protocols (Developing an Advocacy Agenda and Plan of Action, Financial Processes, Coordinator’s Function, Executive Committee Guidelines)</p> <p>e. AB212 Professional Development Project Funding Allocation of 2012-2013</p>	No quorum; item held until next meeting.	
Executive Committee	<p>a. CCPC evaluation results and response strategies</p> <p>Jynx Lopez reported on the evaluation survey results and the Executive Committee’s strategies development, including the tentative scheduling of a Meeting Facilitation training with Gary Hochmna for September 11th, for CCPC Co-Chairs, CCPC Committee Chairs, CARES Plus Cohort Leaders and Gateway to Quality Anchors. Jynx reported that there may be a couple of available slots in the training, and asked who would be interested in attending if possible. Tammy Larimore and Teri Clark are interested.</p> <p>i. Meeting Facilitation Training – funding approval</p> <p>b. Letter of Reference – ratification of Executive Committee time-urgent decision</p>	<p>a.i. No quorum; item held until next meeting.</p> <p>b. No quorum; item held until next</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>c. Retreat follow-up - reporting to CCPC about community meetings participation Jynx shared the ideas the Executive Committee developed (per handout), and solicited feedback. Suggestions: email is good; use Google docs; report on highlights; have Coordinator report to EC and they decide which should be reported at Council meetings; include link to meeting minutes on written reports.</p> <p>d. Staffing Update Jynx reported that Gislene Mertle’s last day was Wednesday, and the job posting is up until next week. She also reported that CCPC members are scheduled to be involved in all phases of the SCOE hiring process.</p>	meeting.	c. Further discussion at next EC meeting.
Strategic Plan Finalization		No quorum; item held until next meeting.	
Child Care Consumer/Child Care Providers Input	Melanie Dodson reported that many providers are stressed due to the continued recession, and that there are no slots for infant care in Healdsburg. Margie Vondrak suggested that the Council study the issue of current accessibility and take actions to address gaps. The group discussed the projects currently in process regarding these types of issues: Facilities Development Collaborative, Economic Impact Report and GIS mapping. It was suggested that the Zip Code Data Work Group could convene sooner to work on these issues. Participants: staff members from 4Cs (Lara or Lorie) and RCCS (Elaina?), and possible CCPC members John Eberly, Tammy Larimore and Teri Clark. Additional potential task for Data Group is annual compilation and publication of Sonoma County preschool attendance rates for Upstream and other collective impact efforts.		The Executive Committee will further discuss soliciting additional participants and convening the Data Work Group.
Coordinator’s Report	<p>Coordinator’s Report (VTT, Committees, Reports) VTT – Carol shared information about this year’s VTT process and outcomes (\$227,700 for Sonoma County). Discussion ensued about CDD allocation formulas per county, and how we could promote more current and equitable allocations.</p> <p>Committees List – Carol pointed out the almost complete Committees list for 12-13, and invited community members and guests to join Committees (except Executive</p>		VTT – members will raise the issue with statewide networks

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	<p>Committee which is appointed membership, although meetings are open to all.)</p> <p>Reports – Carol shared the 11-12 CARES Plus and Gateway to Quality program reports and outcomes. She reported that we are enrolling participants in CARES Plus until September 10th. Carol also reviewed the 4th Quarter Coordinator Report and the annual CLPC report.</p> <p>Staffing - Carol reported that in the interim until Gislene’s replacement is hired, for a month at the least, she and Kathy Parnay are covering CARES Plus tasks (Carol is covering “Advising” for non-SRJC and non-SSU participants). Carol is covering Gateway to Quality. We will not produce the e-news in the interim period. Instead, Carol will print out most articles of interest for the CCPC meeting Resource Packet, and will email any particularly important ones. Kathy will not be attending CCPC meetings, and Carol will be taking minutes.</p>		
Public Policy Update – State Budget Impact	<p>State Budget Impact</p> <p>State subsidized programs reported the known impacts of the state budget cuts: disenrolling children/families, closing centers, decreasing from full-day/full-year programs to half-day/part-year, laying off staff, decreasing staff hours. A total of about 100 child care slots and 15 staff positions have been eliminated just by those present at this meeting. About 14,000 slots were lost in California.</p>		
Member Announcements	<p>Howard Termo from ELI reported on his project called the PEAS Program, parent Education and support for families with children 0-5 with diagnosed special needs.</p> <p>Melanie Dosdon shared information about the new Value in Preschool (VIP) program, and that they have 12 children enrolled already. Families contacted have indicated disbelief about the reality of these scholarships!</p>		



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
September 7, 2012
 SCOE, Santa Rosa

Members Present: Chiara Bacigalupa, Debbie Blanton, Teri Clark, Missy Danneberg, Melanie Dodson, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Teri Porter, Marianne Schwarz-Kesling, Lorie Siebler, Heather Sweet, Margie Vondrak, Cathy Vaughn and Terry Ziegler

Members Notified Absent: Elisabeth Chicoine, Gabe Kearney, Tammy Larimore, Jynx Lopez, Carli Ortiz, Debb Reece and Dagny Thomas

Members Absent: Bobby Ewell and Kathy Kelly

Advisors Present: Lara Magnusdottir and Ed Sheffield

Guests: Nina Buthee (presenter), Tess Lowe, Scott Herring and Mary Linscomb

Staff Present: Carol Simmons and Susy Marrón

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Chiara Bacigalupa

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Public Comments	No public comment was heard.		
Hot Topic – Tax Ballot Initiatives with Guest Speaker Nina Buthee, Executive Director, CCDAA	Tax Ballot Initiatives Nina Buthee presented information about Propositions 30 and 38, and reviewed the handouts. She clarified that both propositions do tax everyone – Prop 38 through income tax, and Prop 30 through income tax on high-incomes plus a sales tax. She clarified that they need a simple majority of those voting to win, and that if one wins, it negates the other. If both receive a majority vote, the one with the greater number of yes votes wins. She commented that although her personal feeling is that Proposition 38 is the better proposition, in this fiscal climate it would result in greater deficits and cuts. However, if neither proposition passes, we’ll be in an even worse state. Many people are recommending a Yes vote on both propositions.		

Agenda Item	Discussion	Action	Follow-Up
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> a. CCPC Meeting Minutes of June 1, 2012 b. 2011-2012 Annual Report of Accomplishments Approval c. Membership Representation with the Public Protocol Revision d. Advocacy and Executive Committee Protocols (Developing an Advocacy Agenda and Plan of Action, Financial Processes, Coordinator’s Function, Executive Committee Guidelines, Contacting) e. AB212 Professional Development Project design for 2012-2013 f. Strategic Plan Finalization 	<p>The Consent Calendar was approved by unanimous consent.</p>	
Executive Committee	<p>a. Protocols and Bylaws review to every 2 years Melanie Dodson reported that due to the usually minimal changes to the bylaws and protocols, and that needed changes can occur whenever they arise, and in order to minimize meeting time spent on internal business, protocol and bylaws reviews will be changed from annual to every two years.</p> <p>b. Letter of Reference – ratification of Executive Committee time-urgent decision Chiara reminded the Council of the action taken by the Executive committee to authorize sending a letter of reference for 4Cs for their application for funding for the Child Signature Program from First 5 Sonoma.</p> <p>c. CCPC meeting follow-up items Melanie reported that the Child Care Trends data need identified at the previous CCPC meeting is being addressed by a Data Work Group, and that the issue of CDD funding allocations to counties is being referred to the CDD-Contractors Collaborative.</p>	<p>b. Marianne Schwarz-Kesling moved to accept the ratification of the Executive Committee’s time urgent decision. Terry Ziegler seconded. Motion carried, with Melanie Dodson and Lorie Siebler abstaining due to conflict of interest.</p>	
Finance Committee	<p>a. CLPC Activities and Projects Allocations</p> <p>Margie Vondrak presented the allocations spreadsheet in the packets.</p>	<p>a. Margie Vondrak moved to accept the CLPC Activities and Projects Allocations as submitted. John Eberly seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>b. Meeting Facilitation Training Funding Allocation</p> <p>Margie presented the recommendation for funding.</p>	<p>b. Margie Vondrak moved to accept the Meeting Facilitation Training Funding Allocations as submitted. Cathy Vaughn seconded. Motion carried.</p>	
<p>Marketing Committee - Draft Marketing Committee Request form</p>	<p>Draft Marketing Committee Request Form</p> <p>Beck Hachmyer shared information about the Marketing Committee’s plans, and presented the new form, explaining its intended use.</p>		
<p>Child Care Consumers/Child Care Providers Input</p>	<p>Scott Herring, CCL Advocate, presented a variety of licensing updates and information.</p> <p>Debbie Blanton reported that the SCOE Special Education Preschools will be changing their hours of operation to match the recommended levels of service for autism.</p> <p>Heather Sweet reported that COTS is expanding family shelter services.</p> <p>Missy Danneberg reported that SCAN is offering a variety of trainings.</p>		<p>Carol will email info packet from Scott Herring.</p> <p>Carol will email flyer about SCAN trainings.</p>
<p>Coordinator’s Report</p>	<p>Meetings – Carol reported that per CCPC direction, she reported on her community meeting participation to the Executive Committee, and they selected the TK Institute for her to report on to the full Council at today’s meeting. She also reported that the Coordinator’s Report sent with the Informational documents now has web-links for the community meetings she attends, as requested.</p> <p>TK Institute – Carol reported that CCPC continues to play a key role in bringing the expertise of ECE to support the developmentally appropriate implementation of TK by schools. She coordinated an Implementation Institute for TK Teachers in August, bringing in several ECE and TK presenters. She is also working on bringing in an ECE consultant to provide a training in the fall on Assessments and Report Cards.</p> <p>Miscellaneous – Carol reported that she submitted information about CCPC in</p>		

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	<p>response to United Way’s request for information about community programs aligned with their Community Benefit Roadmap.</p> <p>She also mentioned that the California Comprehensive Early Learning Plan is seeking stakeholder input, and that she is working on bringing a speaker to the November CCPC meeting.</p> <p>Carol reported that work on the Economic Impact Report is progressing.</p> <p>She also mentioned that Partnership for Children is preparing to be able to respond to a First 5 RFP when issued.</p> <p>She also mentioned that an electronic fillable version of the In-Kind Form was e-mailed with the Informational Documents.</p> <p>Carol referred attendees to the updated Committees list in the packets, which now has Committee purposes and revised meeting times.</p>		
Public Policy Update	No reports heard as many issues were already discussed in Consumers/Providers input section.		
Member Announcements	<p>Melanie Dodson announced a 4Cs fundraiser with Spaghetti and the Symptomatics at the Rio Nido Roadhouse tomorrow. She also announced that 4Cs’ Windsor and Healdsburg centers have openings.</p> <p>Melita Love announced that Farm to Pantry is providing food to food banks, families and ECE programs. They have connected with St. Joseph’s who is available to provide “Su Corazon, Su Vida” 10 week classes. She also announced that several farmers markets accept food stamps, and provide matching vouchers. She also announced <i>Celebrate Health! A Wellness Fair</i> to be held in Healdsburg on Sunday, September 30 from 11am to 4pm.</p> <p>Lara Magnusdottir announced that 4Cs new VIP program has enrolled 27 children and 9 sites, and held their first parent meeting with 25 attendees. She also announced they are implementing “Let’s Move”, and obesity prevention program, with 25 FCC and center providers. She also reported that 4Cs recently emailed out their Provider Training Calendar.</p> <p>Michelle Nardone announced the PACE 43rd Annual Conference October 19-21st.</p> <p>Nina Buthee announced the CCDA conference.</p>		Carol will email flyers.
Adjournment		Meeting adjourned at 11:15am by unanimous consent.	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
October 5, 2012
 SCOE, Santa Rosa

Draft revision October 29, 2012

Members Present: Chiara Bacigalupa, Teri Clark, Missy Danneberg, Melanie Dodson, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Tammy Larimore, Jynx Lopez, Melita Love, Michelle Nardone, Carli Ortiz, Teri Porter, Debb Reece, Marianne Schwarz-Kesling, Lorie Siebler, Heather Sweet, Margie Vondrak, and Cathy Vaughn

Members Notified Absent: Debbie Blanton, Elisabeth Chicoine, Bobby Ewell, Gabe Kearney, Kathy Kelly, Ofelia Ochoa-Morris, Dagny Thomas and Terry Ziegler

Members Absent: none

Advisors Present: Lara Magnusdottir

Guests: Carrie Anabo and Katie Sanchez

Staff Present: Carol Simmons, Kathy Parnay and Susy Marrón

Meeting was called to order at 9:01am.

Meeting facilitated by Co-Chair: Melanie Dodson

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	<p>Approval of/Revisions to the Agenda Chiara Bacigalupa requested the addition of agenda item 6b, “Report Back on Facilitation Training”, to the Executive Committee section.</p>	<p>Agenda approved as revised by unanimous consent.</p>	
Public Comments	<p>No public comment was heard.</p>		
<p>Hot Topic – How can CCPC best support children 0-5 years old and child care providers of Sonoma County who are affected by TK implementations?</p>	<p>How can CCPC best support children 0-5 years old and child care providers of Sonoma County who are affected by TK implementations?</p> <p>Carol Simmons facilitated the discussion on how CCPC can best support the children and child care providers affected by TK. The following discussion points were noted:</p> <p>Supporting Providers</p> <ul style="list-style-type: none"> • Fewer 4 year olds in ECE – how do we support the providers? • Support for TK schools • Enrollment versus family fees in state preschool programs • Educating providers on TK and its advantages • Information to providers on districts that are offering these programs/doing them well 		

Agenda Item	Discussion	Action	Follow-Up
	<p>Supporting Children</p> <ul style="list-style-type: none"> • Support developmentally appropriate TK practices by teachers • Advocate for what is in the best interest of the children • Advocate for what TK was intended to be • Advocate for children - we can't advocate for children efficiently if too concerned about limiting CCPC's mission to child care settings <p>Issues</p> <ul style="list-style-type: none"> • Push to have academics younger • Teachers using same curriculum for younger children as the older children • 3 year olds in subsidized centers and 4 year olds in TK • Is TK a good place for 4 year olds? (advocacy, influence age/decisions) • What is CCPC's mission with regard to school districts/curriculum? • Influence of budget on policies • Schools are now providing child care • What supports are there for the schools? • How are the schools being held accountable? • State preschools charge family fees but school is free –parents benefit by not paying fees if send 4 yr old to school • Budget consideration in how young to enroll children • 1st step toward Preschool for All – how does this impact field? • Governor vetoed a bill to create a credential for TK teachers • If child enters TK early, better early identification of developmental issues and earlier support • Providers – “why is CCPC helping to put us out of business by taking children out of their settings for TK?” – need to better educate providers on what is TK • Providers are losing child care – TK classes are ½ to all day. • Was TK a good idea? • TK creates a divide in our system – CCPC is doing the best they can to help support the field • CCPC's job now is to be the bridge • How is Head Start affected by TK? • How do we help child care businesses to adjust to changes? • Prop 98 – fear that CTA will advise returning \$ from ECE to support TK/K-12 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> • K-12 has more resources than ECE – should we be using our resources for this? • CCPC needs to be careful about blanket statements – some schools are doing this and can we find out and work with those that are not implementing development appropriate practices? • If one school district sees this as adding \$, others will follow – important for CCPC to work on developmentally appropriate practices • TK is here to stay • This is the opportunity to reflect on whether TK is good or not – not yet entrenched in system • How does licensing view younger children? – Licenses read 4 yrs, 9 mos • TK representation at the table • TK is new evolution of early childhood education within the public schools <p>Carol Simmons indicated that the issues presented today will be taken to the Executive Committee for further discussion.</p> <p>Melanie Dodson asked for guidance on how members would like the Executive Committee to look at the issues presented.</p> <p>Suggestions:</p> <ol style="list-style-type: none"> 1. CCPC provide an open discussion with providers on TK 2. Education about the intent of TK 3. Provide support for child care providers 4. Categories to look at: <ul style="list-style-type: none"> • Curriculum models • Talk to child care providers on how to work with 3 year olds • Look at TK results statewide before making decisions 5. What does a standard TK classroom looks like? Compare to 4 year old in preschool. 		<p>The Executive Committee will review the issues discussed and bring suggestions for next discussion steps to the Council at next month's meeting.</p>
Consent Calendar	<p>Consent Calendar CCPC Meeting Minutes of September 7, 2012</p>	<p>The Consent Calendar was approved by unanimous consent.</p>	
Executive	<p>a. CCELP Input Session – 11/2/12</p>		

Agenda Item	Discussion	Action	Follow-Up
Committee	<p>Chiara Bacigalupa shared that the Executive Committee recommends that we hold a CCELP Input Session at the November CCPC meeting. The meeting would begin at 9:00am and consist of ½ hour of business with a 2 ½ hour public forum following. This was one of the top Hot Topics identified by Council members. The Council members agreed to this format.</p> <p>b. Report Back on Facilitation Training</p> <p>Chiara Bacigalupa shared her experience at the Facilitation Training. Attendees received information on how to encourage differing opinions and learned that 80% of the success of a meeting depends on what you do before the meeting. There has also been a lot of positive feedback concerning the new agenda format.</p> <p>Lorie Siebler added that the new agenda format helps to maintain the big picture, focusing on why you are doing what you are doing and how you are going to do it.</p> <p>Melanie Dodson indicated that Carol Simmons had created a Meeting Facilitation Training Techniques checklist for the co-chairs. Members requested that a copy of the excerpt be emailed to the full Council.</p>		Carol Simmons will email members a copy of the Meeting Facilitation Training Techniques Checklist.
Child Care Consumers/Child Care Providers Input	<p>Missy Danneberg announced that staff at ECC’s sites has been experiencing an increase in parent confrontations and asked if other providers have been experiencing this as well.</p> <p>Discussion was had about similar experiences. Debb Reece voiced her concern that staff on the receiving end of a confrontation is also a victim and needs support. She also suggested that staff needs to be aware that a parent’s behavior towards the caregiver may be a sign of what is also happening at home.</p> <p>Lara Magnusdottir indicated that it is the role of the supervisor to protect the staff, and she gives her staff permission to leave the conversation when it gets abusive.</p> <p>Teri Porter indicated that her site has lots of families with domestic violence backgrounds. They have a code word if they feel a parent is being hostile which means call 911. She also suggested that building a strong provider-parent relationship up front may help dampen potential confrontations before they get out of control.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Tammy Larimore shared that their motto is to treat everyone with dignity and respect. Sometimes a parent just needs to vent. Remember, it is not about you.</p> <p>Marianne Schwarz-Kesling indicated that SRJC has experienced an increase in volatile situations. They have a team that goes in when there is a critical situation to help diffuse it.</p> <p>There was also a discussion of a trend in the increase of students with special needs or on the autism spectrum and how to support staff with resources.</p>		
Advocacy Committee	<p>Position Recommendation on Tax Ballot Initiatives</p> <p>Heather Sweet explained the Advocacy Committee recommendation that the Council support a yes-yes vote for both of the propositions. If both propositions pass, the prop that received the most votes would win.</p> <p>Katie Sanchez stated that, after attending the forum yesterday, she learned that if both initiatives pass there would be potential lawsuits. She understood that specific parts of each initiative where there are no discrepancies between the two may be accepted into law.</p> <p>Discussion was had on what position CCPC should take.</p> <p>Chiara Bacigalupa commented that it is not possible to take a clear position in this situation, feeling that the Council should only take a position when it is well-defined that it will be good of the children.</p> <p>Further discussion was had.</p> <p>Carol Simmons clarified that the Advocacy Committee is concerned about what will happen if neither initiative passes since there is a lot of conflicting messages being marketed to the public. A yes-yes vote would ensure that at least one would pass.</p> <p>Melanie Dodson indicated that the R&R network is not taking a position and CAPP is encouraging yes-yes votes.</p> <p>Katie Sanchez suggested the Council change the language to encourage the public to</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>vote for at least one of the initiatives for the good of the children.</p> <p>Lara Magnusdottir asked what it means to pass by 50% of the votes. Debb Reece shared that, per Wikipedia, 50% is calculated from those who voted yes or no on the particular proposition.</p> <p>Teri Clark recommended changing the language to encourage a yes vote on one or both in order to keep a strong yes for children.</p> <p>Lori Siebler shared her concern that splitting the vote could result in neither one passing.</p> <p>Further discussion was had after Heather Sweet made the motion to accept the Advocacy Committee’s recommended position with the amendment to the second paragraph, last sentence, to read, “to vote for at least one or both of them”.</p> <p>Heather Sweet moved to amend her motion, accepting the original language drafted by the Advocacy Committee that indicates the Council’s position recommending a yes-yes vote on both initiatives.</p>	<p>Heather Sweet moved to accept the recommended CCPC position on Tax Ballot Initiatives with the amendment to the second paragraph, last sentence, to read “to vote for at least one or both of them”. Debb Reece seconded.</p> <p>Heather Sweet moved amend her motion to read “yes votes on both” as originally recommended by the Advocacy Committee. Missy Danneberg seconded. (9 in favor, 7 opposed, 1 abstained). Motion carried.</p>	<p>The Advocacy Committee will work on the language for disseminating the Council’s position.</p>
<p>Membership Committee</p>	<p>a. Resignations – Dagny Thomas and Gabe Kearney Michelle Nardone shared the resignations of Dagny Thomas and Gabe Kearney.</p>	<p>a. Michelle Nardoe moved to regretfully accept the resignation of Dagny Thomas. Tammy Larimore seconded. Motion carried.</p> <p>Michelle Nardone moved to regretfully accept the resignation</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>b. Applications – Carrie Anabo and Cheryl Scholar Michelle Nardone reviewed the applications of Carrie Anabo and Cheryl Scholar.</p> <p>Michelle Nardone reminded members to please let the council know if you change your affiliation.</p>	<p>of Gabe Kearney. Tammy Larimore seconded. Motion carried.</p> <p>b. Michelle moved to accept the application of Carrie Anabo. Tammy Larimore seconded. Motion carried</p> <p>Michelle moved to accept the application of Cheryl Scholar. Amy Howder-Thompson seconded. Motion carried</p>	
Coordinator’s Report	<p>CARES Plus Update – Carol Simmons announced that the CARES Plus deadline had been extended to September 28th. Enrollment is 131 participants. Last year’s program had 113.</p> <p>AB212 Professional Development Project – Carol Simmons summarized the AB212 PDP update. The Council had allocated \$15,000 to be used by state subsidized child care programs for professional development activities. This is the 3rd year the Council has provided this kind of funding opportunity. This year, the Council approved an application period of Sept 15 – Oct 15. We received 7 applications on or before Monday, Sept 17th. Due to the high funding requests, the allocations were prorated for all applicants who submitted their applications by Sept 17th. One application received on Sept. 18th was denied due to lack of funds.</p> <p>Melanie Dodson shared that at the last CDD Collaborative meeting, the group expressed their thanks for providing the AB212 PDP program.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Data Work Group – Trends, Economic Impact Report (EIR) Carol Simmons announced that the Data Work Group is working on collecting child care trends data for 2002, 2010 and 2012. It has been challenging to get the old data.</p> <p>She further shared that Joanne Brion will have the EIR data ready for review shortly. Due to a conflict in schedule, she is unable to make it to the next few Council meetings to share her findings. The report is data and will need to be translated into a marketable format. Carol Simmons asked if any members would like to be involved in a conference call with Joanne Brion as she reviews her data.</p> <p>Carol Simmons shared that the GIS mapping project is still in process, and she anticipates it to be ready soon.</p> <p>Member Binders Carol Simmons explained that the member binder documents will be emailed soon.</p> <p>Other Business Carol Simmons shared that, due to an increase in workload, the e-news has not been sent out every week and has been a less polished format. She asked those present if they preferred the e-news to have a table of contents. Those present indicated they did not need a table of contents.</p> <p>She further announced that CCPC was interviewed this week by the Argus Courier regarding the impact of the cuts to childcare. She encouraged those present to read the article. She further indicated that the CDD Collaborative is working on compiling statistics.</p>		
Public Policy Update & Community Care Licensing	Michelle Nardone announced that two hearings are scheduled, Oct 9 and Nov 9, on the budget cuts to childcare. CAPP is compiling data to for the hearings and she will be asking parents to provide testimony. The hearings will be streamed online. Carol Simmons will send out the information.		Carol Simmons will send members information on the hearings.
Member Announcements	Lara Magnsdottir announced that 4Cs has started planning for the annual provider appreciation event. Their next meeting will be held on October 19 th , 9:00am at 4Cs. They welcome any input or help on the event. They will also be starting recruitment for the preschool scholarship program soon.		

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons asked if anyone present would like to help plan for an Early Learners Summit training. Debb Reece, Chiara Bacigalupa and Tammy Larimore (tentative) expressed interest.</p> <p>Teri Porter announced that a YWCA fundraiser is being held on October 23rd at Lagunitas Brewing Co. All proceeds will support A Special Place Preschool and Safe House. Visit their website for more information.</p> <p>Lori Siebler announced that Parent Voices is having a parent meeting on Nov 2. The meeting is open to anyone interested in advocating for children. They are focusing this year on protecting Title 5 centers from cuts. She will be sending out an email with information in a week or two.</p> <p>Rebeca Hachmyer announced that April 14-20 is Week of the Young Child. She asked those interested in helping plan the event to please contact her or Carol Simmons.</p> <p>Chiara Bacigalupa announced that SSU will be offering two advocacy courses next semester. She asked that if anyone had projects for the students to please contact her.</p> <p>Melanie Dodson announced that 4Cs has received funds to run a First 5 Signature Program. Thirty-three classrooms will be working with early learning coaches to improve quality.</p> <p>She further announced that Champions for Children will be held on Nov 1st at Vintner's Inn.</p> <p>Debb Reece announced that she is the president of the wine country pajama program. They collect pajamas and books for children. They will be hosting a winter drive during the first part of December. More information will be available soon.</p>		
Adjournment		<p>Meeting adjourned at 11:04am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
November 2, 2012
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Teri Clark, Missy Danneberg, Melanie Dodson, Becky Hachmyer, Jynx Lopez, Ofelia Ochoa-Morris, Carli Ortiz, Debb Reece, Cheryl Scholar, Marianne Schwarz-Kesling, Lorie Siebler, Heather Sweet, Cathy Vaughn, and Terry Ziegler

Members Notified Absent: Elisabeth Chicoine, John Eberly, Amy Howder-Thompson, Kathy Kelly, Tammy Larimore, Melita Love, Michelle Nardone, Teri Porter and Margie Vondrak

Members Absent: Bobby Ewell

Advisors Present: Lara Magnusdottir

Guests: Nirmala Dillman, Joshua Baker, Cindy Springer, Elaine Nierman

Staff Present: Carol Simmons, Susy Marrón, and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Chiara Bacigalupa

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as revised by unanimous consent.	
Public Comments	No public comment was heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of October 5, 2012 • CCPC Annual Report • Membership Application – Cheryl Scholar 	The Consent Calendar was approved by unanimous consent.	
Executive Committee	a. Follow up on TK discussion at last CCPC meeting Melanie Dodson presented the proposed next steps regarding last month’s TK discussion as recommended by the Executive Committee. At the December Council meeting, the topic will be divided into categories for further small group discussion on what CCPC can do to support the children and providers affected.		

Agenda Item	Discussion	Action	Follow-Up
	<p>b. Future CCPC meetings – Attendance for January 4th meeting? February 1st Retreat? 9-12:30 or 9 – 3:00? Due to concern over holiday schedules, Melanie Dodson asked those present who would be available to attend the January 4th meeting. Seven out of the 14 present indicated that they will be present on January 4th. Carol Simmons will send out an email to check with those not present today to determine if there will be a quorum for that meeting.</p> <p>Melanie Dodson announced that February 1st will be the CCPC retreat. The Executive Committee will bring back topic ideas and suggested time frame (1/2 day or full day) to the next Council meeting. Those present indicated that they preferred a ½ day retreat (9:00am – 12:30pm).</p> <p>c. First 5 RFP for One-time Strategic/Capital Investments Melanie Dodson explained the proposal of CCPC applying for the First 5 grant for data projects such as the Needs Assessment, Child Care Plan, Provider Wage Survey, etc. The money would be used to pay a consultant to do these projects for us. Carol Simmons explained that the next Needs Assessment is due in 2014. In the past, CCPC had funds to pay for the project, however, due to budget cuts, we do not have the funds to do a thorough job. All present agreed to applying for the grant.</p> <p>Carol Simmons asked if anyone was willing to help with the grant writing. Debb Reece volunteered.</p>		<p>b. Carol Simmons to check in with those members not present today regarding their availability to attend the January 4th meeting.</p> <p>The Executive Committee will bring back topic ideas for the February retreat to the next Council meeting</p>
Member Announcements	<p>Ofelia Ochoa-Morris announced that they just survived 1 ½ months of preparing for their federal review. It was extremely intense; they had 21 CLASS observations, 10 overviews of curriculum, and 10 health and safety random samplings. They have to wait 60 days to receive the official outcome, but were told that it went very well.</p> <p>Marianne Schwarz-Kesling announced that SRJC has a new teaching fellowship program that was provided through an anonymous donor. The program is for people who want to be teachers. It includes child development teachers and provides mentors.</p> <p>Carol Simmons announced that we have 2 applicants for the Gateway to Quality independent contractor position. Interviews are being held on Monday between 9:00</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>and 10:30am. She asked if anyone wanted to be on the interview panel. Terry Ziegler volunteered.</p> <p>Carol Simmons also announced that on November 13th she and Melanie will be presenting the annual report on the status of child care and CCPC activities to the Board of Supervisors. She encouraged members to attend.</p> <p>She further shared that the next Transitional Kindergarten Network meeting is on November 13th from 3:00 -6:00pm. They are encouraging ECE professionals to participate.</p> <p>She additionally informed those present that Steve Herrington recently initiated a TK implementation survey to all school districts. The data will be available soon.</p> <p>She clarified that many people across the state mistakenly thought schools can enroll into TK all 4 year olds that will be turning 5 before the end of the school year. This is not correct. The law states that schools can only enroll children who will be turning 5 by December 2nd, or children once they turn 5 years old on a case-by-case basis. This year, all kids turning 5 between November 2 and December 2 must be placed in TK classes. Next year, all kids turning 5 between October 2 to November 2 must be placed in TK classes and, for year three of implementation, will require all kids turning 5 between September 2 – December 2.</p> <p>Melanie Dodson announced that 4Cs hired Allison Goodwin as their new Early Learning Specialist. Her first day is November 19th.</p> <p>Lorie Siebler announced that she is resigning from the Council but will participate on the Advocacy Committee and as a guest from time to time.</p> <p>Terry Ziegler announced that her center received a grant from First 5.</p>		
Adjournment		<p>Meeting adjourned at 9:30am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
December 7, 2012
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Missy Danneberg, Melanie Dodson, John Eberly, Tammy Larimore, Jynx Lopez, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Teri Porter, Debb Reece, Marianne Schwarz-Kesling, Heather Sweet, Margie Vondrak, Cathy Vaughn, and Terry Ziegler

Members Notified Absent: Debbie Blanton, Teri Clark, Becky Hachmyer, Kathy Kelly, Carli Ortiz, Lorie Siebler and Cheryl Scholar

Members Absent: Bobby Ewell and Amy Howder-Thompson

Advisors Present: Lara Magnusdottir

Guests: Allison Goodwin, Tess Lowe and Lilly Watters

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Melanie Dodson

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as revised by unanimous consent.	
Public Comments	No public comment was heard.		
Hot Topic – Follow-up on CCELP Session and How can CCPC best support children 0-5 years old and child care providers of Sonoma County who are affected by TK	1. Follow-up on CCELP Session Melanie Dodson asked for input regarding the CCELP session that was held at last month’s meeting. Mixed feelings were voiced. Some felt it was a great opportunity to participate in the process in person, while others felt that the discussion groups were too small for thorough dialogue (6-8 people would have been better) and questioned the value of their input and how it will be applied. Chiara Bacigalupa noted that most attendees had left the session early, although they had committed to the extended meeting time. Terry Ziegler indicated that time is precious and sometimes unexpected things come up that take priority. Missy Danneberg suggested that if the session had been more pertinent to our county		

Agenda Item	Discussion	Action	Follow-Up
implementation?	<p>it would have been more valuable; state-wide initiatives can be hard for people to connect to.</p> <p>Marianne Schwarz-Kesling indicated that sometimes if additional people attend, good discussions can promote valuable connections, creating a good outcome even without the benefit of directly affecting change.</p> <p>Melanie Dodson noted that the Executive Committee will take this input into account when planning future meetings.</p> <p>2. How can CCPC best support children 0-5 years old and child care providers of Sonoma County who are affected by TK implementation?</p> <p>Carol Simmons explained that the Executive Committee divided the issues presented at the October Council meeting into 5 categories: Providers, Children, K-12, Systems/Funding, and Overarching Issues. Those present were broken into groups to discuss the issues and determine the role CCPC should play.</p> <p>Discussion group outcomes were as follows (<i>numbers indicated in () represent votes</i>):</p> <p>a. Providers</p> <ul style="list-style-type: none"> • Invite different providers to give brief provider input at Council meetings on a rotating basis (1) • Create a parent survey for families using TK (4) • Hold community forum for providers on TK (4) <p>b. Children</p> <ul style="list-style-type: none"> • Provide resource material for parents that compare and contrast options - preschool versus TK (7) • Include TK providers at table when ever have these discussion to provide input (4) • Hot topic to stay current on most recent research regarding studies related to development of TK age group (0) <p>c. K-12</p> <ul style="list-style-type: none"> • Convene a forum or conference sponsored by SCOE with panel of TK and ECE - Ask TK teachers what they need and ECE providers what 		<p>2. Results of the prioritizing of Council activities to support TK children and child care providers affected by TK implementation will be brought back to the Executive Committee for further discussion.</p>

Agenda Item	Discussion	Action	Follow-Up
	<p>concerns they have before the meeting. What is working, what is not. Host workshops on what is needed. (12)</p> <ul style="list-style-type: none"> • Continue TK quarterly meeting (3) • Develop materials and use the media and CCPC events (1) <p>d. Systems/Funding</p> <ul style="list-style-type: none"> • Advocacy and clarity around funding – should CCPC be using paid staff time to lead TK without receiving funding from SCOE? (6) • Where do gaps get filled for TK going to afterschool? Advocacy or survey to find out what happens to TK kids afterschool. • Parent education – create something inclusive to TK and ECE “menu” for parents (4) <p>e. Overarching Issues</p> <ul style="list-style-type: none"> • Is this CCPC’s mission? (6) • Educate the Council on what is the TK perspective (12) • Provide opportunities for influence (forum, meetings...) (0) <p>When members voted for the most important activities the Council should participate in, the following priorities were noted:</p> <ol style="list-style-type: none"> 1. Educate the Council on what is the TK perspective (12) 2. Convene a forum or conference sponsored by SCOE with panel of TK and ECE - Ask TK teachers what they need and ECE providers what concerns they have before the meeting. What is working, what is not. Host workshops on what is needed. (12) 3. Parent education – create something inclusive to TK and ECE “menu” for parents (4) and provide resource material for parents that compare and contrast options - preschool versus TK (7) (Total 11) 		
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of November 2, 2012 	<p>The Consent Calendar was approved by unanimous consent.</p>	
Executive Committee	<p>a. Cradle to Career Pledge Chiara Bacigalupa asked those members present if CCPC should sign the Cradle to</p>	<p>a. Tammy Larimore moved to approve</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>Career Pledge. Carol Simmons explained that the Council is already aligned with the actions indicated in the pledge and that Cradle to Career is looking for a formal commitment. Discussion was had about the history of Cradle to Career.</p> <p>b. Upcoming CCPC Meetings/Schedule/Topics Chiara Bacigalupa explained that, due to the holiday schedule, there will be no January meeting since most members are unable to attend. She further explained that the February retreat will be on February 1st from 9:00am – 12:30pm.</p> <p>The retreat topics will include:</p> <ol style="list-style-type: none"> 1. A presentation on the Environmental Impact Report by Joanne Brion 2. Review of Council ground rules 3. Discussion on what to do when CCPC does not have unanimous consent on a political position 4. Input to SRJC’s strategic plan 	<p>CCPC signing the Cradle to Career Pledge. Ofelia Ochoa-Morris seconded. Motion carried.</p>	
<p>Finance Committee</p>	<p>a. Revised 2012-2013 Budget Margie Vondrak explained that the budget was adjusted to include the rollover funds from last year for the CARES and Gateway to Quality programs. Carol Simmons explained how that money was allocated.</p> <p>b. First 5 RFP Grant Writer Margie Vondrak explained the Finance Committee’s recommendation to allocate as-yet unallocated project/activity funds plus a portion of previously allocated funds to fund a grant writer for the CCPC response to the First 5 RFP for a Data Project application. They are recommending up to \$2,500.</p> <p>c. AB212 additional allocation for trainings Margie Vondrak explained the Finance Committee’s recommendation to allocate an additional \$6,000 of AB212 funds to fund the Professional Development Project application that was previously unfunded and to provide a FCCERS training to CDD-</p>	<p>a. Margie Vondrak moved to accept the revised 2012-2013 budget as submitted. Heather Sweet seconded. Motion carried.</p> <p>b. Ofelia Ochoa-Morris moved to approve the allocation of up to \$2,500 for a grant writer as recommended by the Finance Committee. Debb Reece seconded. Motion carried.</p> <p>c. Marianne Schwarz-Kesling moved to</p>	

Agenda Item	Discussion	Action	Follow-Up
	contracted FCC Network staff and providers, CCPC Gateway to Quality program contractors and other community FCC providers as space allows.	approve the additional allocation of AB212 funds as recommended for PDP and FCCERS training. Tammy Larimore seconded. (Terry Porter abstained.) Motion carried.	
Membership Committee	<p>a. Resignation – Lorie Siebler</p> <p>b. Reappointments Michelle Nardone read the names of those members whose appointments end at the end of the month (Kathleen Kelley, Carli Ortiz, Teri Clark, Terry Ziegler, Melanie Dodson, Bobby Ewell, Amy Howder-Thompson, Melita Love, Marianne Schwarz-Kesling, Ofelia Ochoa-Morris, Chiara Bacigalupa, Debbie Blanton, Elisabeth Chicoine). She stated that unless if a member states otherwise, it is assumed that all mentioned want to be reappointed. Carol Simmons will contact those members on the list who are not present to confirm their reappointment.</p>	<p>a. Michelle Nardone moved to regretfully approve Lorie Siebler’s resignation. Tammy Larimore seconded. Motion carried.</p> <p>b. No objections to reappointments were heard.</p>	<p>b. Carol Simmons will contact those members on the list for reappointment who are not present at today’s meeting to confirm their intent to remain on the Council.</p>
Advocacy Committee	<p>WOYC Update Because Becky Hachmyer was unable to attend today’s meeting, Carol Simmons read her update on the Week of the Young Child. Becky Hachmyer expressed her concern over the lack of response she has received when reaching out for this year’s partners.</p> <p>Chiara Bacigalupa indicated that Lia from SSU is interested in partnering, but it is too early for them to begin thinking about it. Melanie Dodson mentioned the same for 4Cs director, and others confirmed this opinion. It was suggested that sending a</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Save the Date could be sent this early, but to wait until January to begin recruitment.</p>		
<p>Child Care Consumers/Child Care Providers Input</p>	<p>Marianne Schwarz-Kesling indicated that there is a lot of confusion about the changes to CalWORKS that go into effect in January. She also indicated that some families have to pay copays for child care that they cannot afford. Discussion was had.</p> <p>Missy Danneberg shared that SCAN will be providing 11 free trainings this year for after school programs that are SCAN members.</p> <p>Carol Simmons indicated that the presentation at the last SCAN meeting about Junior Achievement was very interesting. They provide tools to teach all grade levels about money and economic development.</p> <p>Lara Magnusdottir announced that Let's Move Childcare has found that FCC providers need support in having water readily available for children. They are also having difficulty incorporating family style meals and limiting computer and TV time.</p> <p>She also shared that the provider who attended the CARES Plus computer support session 4Cs provided this week was inspired by the CLASS training. Lara felt that the session was very successful even though only one person attended.</p>		
<p>Coordinator Report</p>	<p>Carol Simmons reminded those members holding Consumer or Provider Seats that if they incur costs to attend a Council meeting to please submit a request form so they can be reimbursed.</p> <p>She also mentioned that the CARES Plus program, along with 4 other First 5 programs, were evaluated by First 5's evaluators. They created very positive reports that illustrate the successes, challenges the programs have overcome, and outcomes.</p> <p>She further reminded those present that she emailed everyone the Economic Impact Report and asked members to please review it before the February meeting.</p> <p>She then explained that the GIS mapping is almost complete. The first drafts of the</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>maps should be finished by the end of next week.</p> <p>Next, she mentioned that the CDD Contractors Collaborative discussed at their last meeting how the State Department of Education funds are being allocated county by county. They looked at the 2007 data that showed strong inequities. The collaborative will be pursuing the issue.</p> <p>Lastly, she mentioned that she attended the CalSAFE meeting last month and found it very valuable. She shared at the meeting about the First 5 RFP and they are going to apply for funds.</p>		
Public Policy Update: Newly Elected	<p>Melanie Dodson indicated that now is a good time to start making connections with our elected officials. She suggested that members get out and talk to the newly elected officials.</p> <p>She further mentioned the need to look at advocating for preschool fees. She explained that there are a large number of families choosing not to enroll or have dropped out as a result of these fees. Chiara Bacigalupa suggested we bring the issue to First 5's attention. Melanie Dodson shared her concern that if First 5 jumps in to pay for those families then the government may not address the issue.</p>		
Member Announcements	<p>Jynx Lopez shared that RCCS is hosting a New Year's Eve party. Tickets are \$25 in advance. There will be a live band.</p> <p>Lara Magnusdottir announced that 4Cs is starting recruitment for the next expansion of Value in Preschool Providers. They are starting their recruitment in SR with schools in the Low API scoring districts and then expanding to Rohnert Park and Cotati.</p> <p>Melanie Dodson introduced two new employees Allison Goodwin who will be working with 33 First 5 identified programs providing quality assessments and resources and support, and Lilly Waters who works with the provider cohorts.</p>		
Adjournment		Meeting adjourned at 11:05am by unanimous consent.	



Child Care Planning Council of Sonoma County
DRAFT Retreat Meeting Minutes
February 1, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Missy Danneberg, Debbie Blanton, Teri Clark, Melanie Dodson, John Eberly, Becky Hachmyer, Kathy Kelly, Tammy Larimore, Jynx Lopez, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Teri Porter, Cheryl Scholar, Marianne Schwarz-Kesling, Heather Sweet-Kirkac, Margie Vondrak and Terry Ziegler

Members Notified Absent: Amy Howder-Thompson, Debb Reece and Cathy Vaughn

Members Absent: Bobby Ewell and Carli Ortiz

Advisors Present: Joanne Brion and Lara Magnusdottir

Guests: Allison Goodwin, Katie Sanchez and Katie Welch

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Chiara Bacigalupa

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	<p>Approval of/Revisions to the Agenda Chiara Bacigalupa requested that, due to Marianne Schwarz-Kesling’s need to leave the meeting early, we move item 12, Input to SRJC Strategic Plan, to item 4 on the agenda.</p>	<p>Agenda approved as revised by unanimous consent.</p>	
Public Comments	<p>No public comment was heard.</p>		
Input to SRJC Strategic Plan	<p>Input to SRJC Strategic Plan Marianne Schwartz-Kesling shared that SRJC is asking for the public’s vision of how the college fits into Sonoma County’s thriving community as they develop their Strategic Plan. She took members through a visualization process and then small group discussions.</p> <p>Some of the input from the small groups were as follows:</p> <ul style="list-style-type: none"> • Expand children’s’ center • Affordable parking • Better accessibility of classes • Make tutoring more accessible 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> • Increase availability of books for rent or little cost • Create stronger personal relationships between counselors and students • More connections with high schools 		
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of December 7, 2012 • Membership Category Change for Cheryl Scholar from Public Agency to Discretionary 	<p>The Consent Calendar was approved by unanimous consent.</p>	
Executive Committee	<p>Financial Process Protocol Revisions</p> <p>Carol Simmons explained that the Executive Committee is suggesting the addition of item 4d, “Questions to consider when making budget decisions” to the Financial Process Protocol.</p>	<p>Missy Danneberg moved to approve the Financial Process Protocol revisions as submitted. Ofelia Ochoa-Morris seconded. Motion carried.</p>	
Gateway to Quality	<p>Augmentation and Expansion of the Gateway to Quality Program</p> <p>Carol Simmons explained that First 5 has expanded the grant for the Gateway to Quality Program, providing an additional \$40,000 this year and then an additional \$50,000 next year and the year after. This augmentation will be going to the Board of Supervisors in March for final approval. Carol has submitted a proposal to utilize this augmentation to expand Gateway to Quality to provide CLASS assessments to 1) returning mini grant applicants who have repeat low scores in the interaction area of the ERS and to 2) other First-5 funded programs (e.g. VIP, CSP, BCP). Additionally, CCPC would offer CLASS and ERS Reliability trainings to increase Sonoma County ECE workforce expertise with the assessment tools. Funds not fully spent this year will roll over to next year.</p> <p>Carol Simmons explained that the budget does not show the carryover money available from last year, which will be added in after the Board of Supervisors approval of the augmentation. The total for G2Q for this year will then be \$86,026.</p> <p>Discussion was held about expanding the recipients of the assessments to programs not funded through First 5. Melanie Dodson commented that this is the long-term goal, and that this expansion is a step towards that.</p>	<p>Debbie Blanton moved to approve the Gateway to Quality Augmentation and Expansion as submitted. Margie Vondrak seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons invited those interested to attend the next Finance Committee meeting where they will be looking more closely at the Gateway to Quality budget.</p>		
<p>Coordinator Report</p>	<p>Carol Simmons made the following announcements:</p> <p>Partnership for Children (PFC) is moving into a new phase. They will be infusing their social marketing campaign efforts into Cradle to Career’s upcoming social marketing work. PFC’s new focus will be on advocacy and legislative issues.</p> <p>She will be co-presenting about CCPC and PFC with Cradle to Career at the Mayors and Councilmembers Association on February 28, 2013.</p> <p>The California Comprehensive Early Learning Plan’s summary of CCPC’s and the statewide input, in addition to a draft outline for the plan are now available.</p> <p>She recently attended the quarterly California Child Care Coordinators Association meeting. California Department of Education Child Care Division staff announced there that the Governor’s budget very small reduction in subsidy funds should not be of concern now. Also, that they have 3 proposals out to address the shortage of funds for Support/Quality Programs and that none of the proposals include a reduction in LPC, AB212 or R&R funds. She additionally shared that the CCCCA is inviting local LPC Co-Chairs to attend their annual conference in October.</p> <p>CCPC has submitted the Gateway to Quality Program to the Upstream Portfolio as a tier 3 program. Susy Marrón as made connections with West Ed (which is running the San Francisco Quality Project), and will be able to serve as inter-county Reliability checks for us. They are very open to collaboration.</p> <p>The CARES workgroup will be held on February 7, 2013 from 3:00 – 5:00pm. Anyone interested is invited to attend. We will be discussing next year’s CARES Plus program.</p> <p>CCPC is facilitating two shared trainings for the CDD Contractors Collaborative. The first is a Plan-Do-Review training for subsidized child care programs at SCOE on March 8th. The other is a discussion they’ll be having on simplifying eligibility at one of their CDD Contractors Collaborative meetings.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>CCPC, along with CalSAFE, has submitted a proposal to First 5 for funding for a Collaborative Infant Toddler Project. We are requesting \$273,000 to provide money to have an infant toddler focus on our big projects (Workforce Survey, Needs Assessment, Economic Impact Report marketing, Child Care Plan), while Cal-SAFE has applied for funds to improve their infant/toddler child care through contracting with 4Cs' Child Signature Program.</p> <p>CCPC was also included in a proposal from the Human Services Department for the First 5 funding, to provide ERS/CLASS assessments in a very wide-reaching ECE data collection and quality improvement project.</p> <p>She and Melanie Dodson gave a report at this week's First 5 Commission meeting about the impact of cuts to child care over the past 5 years. They have been asked to come back with recommendations for local First 5 investments to address the shortages, particularly the impact of the new Family Fees for State Preschool.</p> <p>The next TK Network meeting will focus on Standards, Assessments and Entrance Criteria will be held on March 12, 2013 from 3:00 - 6:00pm.</p> <p>It is time to convene the Zipcode Priorities Workgroup. Terry Ziegler, Lori Siebler (volunteered by Lara Magnusdottir), Jynx Lopez and Joanne Brion volunteered to participate.</p> <p>She asked those present to please check out the resource table. All left over resources will be recycled after the meeting.</p> <p>She announced that Elsie Allen High School is looking for presenters for Career Day.</p>		
CCPC Meeting Ground Rules	<p>CCPC Meeting Ground Rules Due to lack of time, Chiara Bacigalupa moved to postpone this item to next month.</p>	<p>Chiara Bacigalupa moved to postpone the approval of the CCPC Meeting Ground Rules until next month's meeting. Melanie Dodson seconded. Motion carried.</p>	<p>The topic, CCPC Meeting Ground Rules, will be placed on next month's meeting agenda.</p>

Agenda Item	Discussion	Action	Follow-Up
<p>Economic Impact Report – Presented by Joanne Brion</p>	<p>Economic Impact Report Joanne Brion presented the Economic Impact Report. The report uses an input-output model by quantifying how much activity in dollars occurs in the child care field in Sonoma County to determine how child care affects other industries in the county. This helps to put child care in the context of the broader economy. Discussion was had about the report. Joanne Brion requested that those with revisions or edits regarding the draft document, to please email Carol Simmons.</p> <p>Chiara Bacigalupa asked those present to make suggestions of how CCPC can use this report. Suggestions made are as follow:</p> <ul style="list-style-type: none"> • Create a one page summary • Have “Quick Facts” on the CCPC website • Include other points that are not covered in the report to reflect the whole story • Share the information with decision- and policy-makers – bring to legislative visits, the Mayors and Councilmembers meeting, Chambers, Board of Supervisors, WOYC • Partner with GIS Maps • Hold a press conference or create a public service announcement • Write an article for the business section of the local newspaper, North Bay Business Journal <p>Joanne will make a few final revisions as suggested today, and Carol will send the final copy out to all.</p>	<p>Chiara Bacigalupa moved to approve the Economic Impact Report for publication. Missy Danneberg seconded. Motion carried</p>	
<p>Work Session</p>	<p>Those present were divided into two groups to discuss the items below:</p> <p>a. GIS Maps Melanie Dodson facilitated a group discussion to review the GIS Maps. They found inconsistencies between the maps. However, due to time and cost restraints, it may not be possible to make these edits.</p> <p>The group chose five maps they felt tell the story the best. They suggested looking into a way to have the maps layered on the computer to create a visual that builds the information.</p> <p>b. TK Follow-up – CCPC Next Steps</p>		<p>The input from the discussion groups will be brought to the next Executive Committee meeting.</p>

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons facilitated a group discussion on next steps for the CCPC to supporting those impacted by TK implementation. They looked at the three top suggestions made at the last CCPC meeting: (1) educate the council on what is the TK perspective, (2) convene a forum or conference sponsored by SCOE with a panel of TK and ECE representatives, and (3) parent education.</p> <p>The group selected parent education as the top action priority, by creating materials for parents about the differences between preschool/child care, TK and Kindergarten and the issues for each situation. Their goal is to have these materials disseminated to providers by the end of March, 2013.</p> <p>Debbie Blanton, Kathy Kelly and Margie Vondrak have volunteered to participate on the workgroup. Teri Clark, Teri Porter, Lara Magnusdottir, Rebecca Hachmyer and Jynx Lopez also volunteered to help by email.</p>		
<p>Advocacy Committee's Recommendations on CCPC Positions on Legislation</p>	<p>Advocacy Committee's Recommendations on CCPC Positions on Legislation</p> <p>Heather Sweet-Kirkac explained the Advocacy Committee's recommendations. They identified six options, and determined their top recommendation to be #5 below. Their second choice recommendation is #4 below.</p> <ol style="list-style-type: none"> 1. No positions on legislation 2. Majority vote 3. Two-thirds majority vote 4. Two-thirds majority vote with minority position statement 5. Unanimous or education only 6. Unanimous <p>Discussion was had about the options and history regarding this issue. Concern was noted over the importance of the minority voice being heard.</p> <p>Tammy Larimore indicated that the council is becoming more and more a political voice.</p> <p>Marianne Schwarz-Kesling suggested the minority statement be reflected in the minutes, but not in the actual political statement.</p> <p>Cheryl Scholar shared her experience that the discussion process before a vote is</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>what allows an opportunity for voices to be heard.</p> <p>It was suggested to add the option of a two-thirds vote with minority position statement in the minutes.</p> <p>A request was made for more time for further discussion and clarification. Options to bring back to the next meeting for further discussion:</p> <ul style="list-style-type: none"> • Majority vote • Two-thirds majority vote • Two-thirds majority vote with minority position statement • Unanimous or education only <p>And the addition of 3 more options:</p> <ul style="list-style-type: none"> • Majority vote with a statement in the minutes on the minority position(s) • Two-thirds majority vote with minority position statement in the minutes • Some percentage greater than two-thirds <p>The Advocacy Committee was asked to clarify what types of issues would be subject to a new voting standard if passed.</p>	<p>Heather Sweet moved to postpone action on this item until next month. Marianne Schwarz-Kesling seconded. (15 yeases, 6 nays) Motion carried.</p>	
Retreat Feedback	<p>Chiara Bacigalupa asked those present to share their experience today. Feedback that was offered included:</p> <ul style="list-style-type: none"> • The Economic Impact Report was very valuable • The 10 minutes breaks and play tables were fun and appreciated • The small discussions about the GIS Maps and TK follow-up were very helpful 		
Member Announcements	<p>Heather Sweet-Kirkac announced that the homeless count this year does not accurately reflect the number of homeless families in Sonoma County. All of the funding currently goes to single adults. She suggested that homeless families should call 211 and ask for services so they can be counted.</p> <p>Elizabeth Chicoine shared that Healthy Families is now transitioning to Medical. This allows families with children under 5 to be eligible for WIC.</p> <p>Kathy Kelly announced that ELI is hosting a conference on understanding and supporting behavior of children. Visit ELI's website for more information.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Michelle Nardone shared that PACE is hosting their Day at the Capital where they will be advocating about the 30% cuts that have gone into effect over the last 3 years.</p> <p>Lara Magnusdottir shared that 4Cs is offering a six hour Intro to CLASS workshop on February 9th. Those interested need to register on the 4Cs' website.</p> <p>In addition, 4Cs has received funding from First 5 to train center and family child care providers in ECERS and the business assessment scale.</p> <p>Teri Porter shared that YWCA's safe house currently has 6 spaces available for families experiencing domestic violence.</p>		
Adjournment		<p>Meeting adjourned at 12:30pm by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
DRAFT Retreat Meeting Minutes
March 1, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Missy Danneberg, Debbie Blanton, Teri Clark, Becky Hachmyer, Kathy Kelly, Tammy Larimore, Jynx Lopez, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Debb Reece, Marianne Schwarz-Kesling, Heather Sweet-Kirkac, Cathy Vaughn, Margie Vondrak and Terry Ziegler

Members Notified Absent: Melanie Dodson, John Eberly, Bobby Ewell, Carli Ortiz, Teri Porter and Cheryl Scholar

Members Absent: Amy Howder-Thompson

Advisors Present: Lara Magnusdottir

Guests: Tess Lowe and Cindy Springer

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Chiara Bacigalupa

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of February 1, 2013 	The Consent Calendar was approved by unanimous consent.	
Public Comments	No public comment was heard.		
Advocacy Committee	Discussion on Potential CCPC Position on ECE Realignment Chiara Bacigalupa opened the discussion by explaining that in response to the Advocacy Committee raising the issue of the Council taking a position on Realignment, the Executive Committee placed the issue on today’s agenda for preliminary discussion. Heather Sweet-Krikac explained that the Advocacy Committee discussed some of the concerns about the possibility of realignment, and wanted to explore taking a proactive position before there are legislative changes. Chiara Bacigalupa asked the membership to begin by explaining what realignment is.		

Agenda Item	Discussion	Action	Follow-Up
	<p>Lara Magnusdottir indicated that it is difficult to provide a definition of ECE Realignment with so much still unknown.</p> <p>Carol Simmons explained that Realignment literally means that a program currently being run at the state level would be restructured to run at the county level.</p> <p>Michelle Nardone shared that the intentions of the state are not clear. There are proposals for either the state or county to take on MediCal Expansion. The proposal for MediCal Expansion to go to the state includes an accompanying realignment of child care from the state to the counties.</p> <p>Tammy Larimore shared that CWDA and the state have redefined Realignment as a means to consolidate programs and more clearly define roles and fiscal responsibility. No one is clear on what that means.</p> <p>She indicated that the Legislative Analyst’s Office (LAO) has a good analysis posted on their website, www.lao.ca.gov. (See the report on examining the state and county role during the expansion).</p> <p>She further explained that during the CWDA meeting, the Governor called for the creation of a work group to look at efficiencies in the child care industry (DSS Stakeholders Group). This work group is currently on hold waiting for the outcome of the Medical Expansion. (This is the other potential driver of realignment discussions.)</p> <p>Discussion was had about the questions and unknown impact of proposed Realignment.</p> <p>Marianne Schwarz-Kesling suggested it is premature for CCPC to draft a position when so much still unknown.</p> <p>Further discussion was had.</p> <p>Carol Simmons shared information she had obtained from the Governor’s Budget Proposal, comments from Tim Fitzharris in Capitol Plus, R&R Network’s response</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>of concern about the decisions being made under the medical expansion, the Collaborative Fact Sheet and Policy Recommendations supported by CAPP, CAEYC, CCDA, PACE, and Children Now, among others, that supports CDE in strengthening programs in early care and education, and the Alameda county Board of Supervisor’s position that opposes linking ECE to the Medical Expansion and child care realignment.</p> <p>Teri Clark shared that, a year ago, the Advocacy Committee expressed concern about how placing child care into the Department of Social Services removes the educational piece. It is a step backwards that ignores the needs of the children.</p> <p>Further discussion was had. Marianne Schwarz-Kesling suggested the Council create a generic statement similar to Alameda county’s position.</p> <p>Chiara Bacigalupa posed that the Council has two options; take a proactive stance by making a generic statement or wait until more information is available.</p> <p>Further discussion was had on the need to focus on the good of the children.</p> <p>Michelle Nardone suggested that, since the May Revise is coming quickly, we may want to take action sooner rather than later.</p> <p>Lara Magnusdottir indicated that she would feel uncomfortable taking a position on something about which we don’t know the full details.</p> <p>Marianne Schwarz-Kesling indicated that she feels that ECE should not be moved from the state Department of Education to the Department of Social Services.</p> <p>Elisabeth Chicoine indicated that she also does not know enough information to take a position and there are a lot of things happening at the federal level that may affect the state level.</p> <p>Missy Danneberg shared that there is a power struggle between the Departments of Education and Social Services over the division of responsibility.</p>		<p>The Executive Committee will consider today’s discussion and bring back recommendations about next steps.</p>

Agenda Item	Discussion	Action	Follow-Up
Finance Committee	<p>a. State-wide Economic Impact Report (EIR) Margie Vondrak shared that CCCA is asking all local planning councils to help fund a state-wide EIR. They are requesting CCPC to contribute \$200 to help create the report. The Finance Committee has determined that CCPC has \$300 in Provider/Consumer Membership Reimbursements that can be reallocated. As a result, they are recommending the Council take \$200 from this line item and use it for the state-wide EIR.</p> <p>b. Gateway to Quality Expansion Update Margie Vondrak explained that, as discussed at the last Council meeting, First 5 is giving CCPC expansion money, which will fund future years of programming, including CLASS services and trainings. Carol Simmons was recently notified by First 5 that, due to their complex internal procedures, we will not be allocated those funds until next fiscal year. As a result, CCPC will wait to implement the CLASS trainings and services until 2013-2014.</p>	<p>Margie Vondrak moved to take \$200 from the Provider/Consumer Membership Reimbursements line item and allocate it to the State-wide EIR. Marianne Schwarz-Kesling seconded. Motion carried.</p>	
Membership Committee	<p>Membership Resignations: Bobby Ewell and Carli Ortiz Michelle Nardone presented the details of the two resignations.</p>	<p>Michelle Nardone moved to regretfully approve the resignation of Bobby Ewell. Tammy Larimore seconded. Motion carried.</p> <p>Michelle Nardone moved to regretfully approve the resignation of Carli Ortiz. Carrie Anabo seconded. Motion carried.</p>	
Coordinator Report	<p>Carol Simmons shared that last night she and Kelly Noe from Cradle to Career gave a presentation at the Mayors and Council Members’ meeting. The presentation was</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>well received. The Mayors and Council Members' group has designated Susan Harvey of Cotati to represent them on our Council.</p> <p>She further shared that she recently participated with Alfredo Perez of First 5 on a phone call with a research group that is looking at how each county is doing in developing Quality Rating Improvement Systems.</p> <p>Carol Simmons reported that the Zip Code Priorities workgroup has obtained all the data from Human Services and Head Start and that Joanne Brion will be helping to get population calculations.</p> <p>She further shared that a summary of CCPC's responses to last month's input to the SRJC's strategic plan is included in the Resource Packet.</p> <p>She also indicated that the TK workgroup is working on developing educational materials for parents.</p> <p>She passed out flyers on the next TK meeting. The topic will be on standards and assessments and entrance criteria. It will be held on March 12th. She encouraged ECE folks to attend.</p>		
Executive Committee	<p>a. CARES Program Revisions for 2013-2014</p> <p>Jynx Lopez explained the recommended program revisions that were discussed at the CARES Plus Consortium, CARES Workgroup and Executive Committee meetings. In an effort to open CARES Plus enrollment to those not attending college or who have already completed their education, they are recommending the addition of components A (CDE sponsored trainings) and D (My Teaching Partner). They are also recommending small changes to the stipend levels as indicated in the agenda packets.</p> <p>Kathy Kelly asked how component D (MTP) will be advertised. Carol Simmons indicated that outreach materials go out in the Spring. We will be looking more closely at our method of outreach soon.</p> <p>Carol Simmons further clarified that this vote is contingent on the pending RFA, however, we are not expecting the state to be making any significant changes to the</p>	<p>Jynx Lopez moved to approve the CARES Plus Revisions for 2013-2014 as submitted pending the RFA. Cathy Vaughn seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>program design.</p> <p>b. Data Dashboard Collaborative Project Jynx Lopez shared that 4Cs and RCCS are working together to create a visual on tracking child care trends.</p> <p>c. Retreat Debrief Report Jynx Lopez summarized that the Executive Committee felt that the mid-year retreat held too much content for the short amount of time allotted. For future retreats, they will consider postponing all non-urgent items and/or extending the meeting time if needed.</p> <p>Cathy Vaughn indicated that, in the past, people prefer shorter meetings.</p> <p>Marianne Schwarz-Kesling shared that she prefers the mid-year retreat to be more topical and less business.</p> <p>d. Decision-making on CCPC Positions on “Political Issues” Chiara Bacigalupa presented the options and reviewed the definition of “political issues” created by the Advocacy Committee.</p> <p>All present agreed that the Advocacy Committee’s definition of “political issues” was appropriate.</p> <p>Discussion was had about the options, focusing on two options (1) Majority vote with a statement in the minutes on the minority position(s) and (2) Two-thirds majority vote with minority position statement in the minutes.</p> <p>Although the minority position would be represented in summary form within the minutes, it was clarified that an individual could also personally request their name be included.</p> <p>Margie Vondrak, Debbie Blanton, and Marianne Schwarz-Kesling voiced their agreement with the two-thirds majority vote with minority position statement in the minutes.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>It was further clarified that a two-thirds vote represents two-thirds of quorum, excluding any abstentions.</p> <p>Discussion was had about the difficulties that may arise to obtain two-thirds majority vote.</p> <p>Concern was noted about having enough time at the meetings for full discussion to obtain a two-thirds majority vote, resulting in no action being taken.</p> <p>An additional concern about people not remaining on the Council because a stand could be against their personal or agency opinion was noted.</p> <p>Carol Simmons clarified that if the Council does not take a position, we can still put educational information out in the community.</p> <p>Chiara Bacigalupa requested a straw poll by hand count to see where the group stood between the two options (1) Majority vote with a statement in the minutes on the minority position(s) and (2) Two-thirds majority vote with minority position statement in the minutes. Three members preferred option 1, and 14 preferred option 2.</p> <p>It was noted the need to have the Membership Committee reflect this change in the bylaws.</p>	<p>Tammy Larimore moved to accept the “political issues” decision making protocol of two-thirds majority vote with minority position statement in the minutes. Kathy Kelly seconded (15 yes, 0 opposed, 0 abstentions). Motion carried.</p> <p>Marianne Schwarz-Kessler moved to have the bylaws reflect the new decision making protocol for “political issues”.</p>	<p>The Membership Committee will make the change in the bylaws to reflect CCPC’s decision making process when taking positions on “political issues”.</p>

Agenda Item	Discussion	Action	Follow-Up
		Missy Danneberg seconded (17 yes, 0 opposed, 0 abstentions). Motion carried.	
Child Care Consumers/Child Care Providers Input	<p>Missy Danneberg shared that, at the last SCAN meeting, they discussed the issue of emergency planning with school districts. Because their programs on school campuses operate out of normal school time, they get forgotten during emergencies. She shared an experience one of her sites had this week during a lock down. She explained that this is an ongoing issue. Every time they are working on a non-school day they email everyone in the district to remind them that they will be open.</p> <p>She further invited those present to attend the SCAN training, Speaking in Tongues that will be held next week.</p> <p>Debbie Blanton shared that SCOE Special Ed also has the same issue about emergency planning. She had written a letter to all principles with a list of the children and parent’s contact information to help with communication in the event of an emergency.</p> <p>Lara Magnusdottir shared that, at the last Aiming High meeting, they talked about the need for better communication between schools and preschools/after school care programs.</p> <p>Missy Danneberg shared that the after school programs always try to “fly under the radar” to avoid causing any problems on campus, but this practice feeds the problem. Their programs need to be more integrated with the schools.</p> <p>Further discussion was had about the issue.</p> <p>Debbie Blanton shared that SCOE Special Ed is experiencing a big shift with their new five year strategic plan. The Sonoma County Preschool Association will be will be providing services to students 5 days a week 4 hours a day.</p>		Carol Simmons will work with Mickey Porter, Assistant Superintendent on addressing the issue of improving communication between ECE programs and the school administration.
Public Policy Update	Michelle Nardone announced that PACE recently met with 27 different elected officials to discuss reimbursement rates, COLA and realignment.		

Agenda Item	Discussion	Action	Follow-Up
	<p>Lara Magnusdottir announced that 4Cs met with five legislatures to talk about the cuts in Sonoma county.</p>		
<p>Member Announcements</p>	<p>Marianne Schwarz-Kesling announced that SRJC students are going to march on Monday in Sacramento. SRJC is paying for the buses. She indicated that a fair amount of CalWORKS participants will be attending.</p> <p>She further asked if others have seen a trend with people not having good transportation. CalWORKS has noticed a lot of people with car issues. She shared one family's story.</p> <p>Margie Vondrak announced that there is an empty office space on Skylane Blvd. They are looking to rent to a nonprofit. She passed out a flyer.</p> <p>Lara Magnusdottir reminded those present that the Provider Appreciation Event will be held on April 19th from 6:00 – 8:00pm. Invitations will be mailed out this week.</p> <p>She further shared that 4Cs is recruiting for providers their Value in Preschool program.</p> <p>Lastly, she shared that 4Cs is hosting a fundraising at the Share Exchange Market on 5th street in Santa Rosa. If you mention 4Cs they will donate part of their proceeds to 4Cs.</p> <p>Carol Simmons announced that we have been unable to find a coordinator for the Week of Young Child. As a result, this year, CCPC will be supporting rather than coordinating the week's events. We will be creating a brochure of local events. Please let her know if your program will be hosting an event.</p> <p>Melita Love shared her respect for all CCPC members and the work that we do.</p> <p>Lorie Siebler stopped by to pass out Parent Voice's Stand for Child Day flyers. The event will take place on May 8th.</p>		
<p>Adjournment</p>		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
April 5, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Teri Clark, Missy Danneberg, Melanie Dodson, John Eberly, Kathy Kelly, Jynx Lopez, Michelle Nardone, Ofelia Ochoa-Morris, Teri Porter, Margie Vondrak and Terry Ziegler

Members Notified Absent: Becky Hachmyer, Amy Howder-Thompson, Tammy Larimore, Debb Reece, Marianne Schwarz-Kesling, Heather Sweet-Kirkac, and Cathy Vaughn

Members Absent: Elisabeth Chicoine, Melita Love, and Cheryl Scholar

Advisors Present: Lara Magnusdottir, and Ed Sheffield

Guests: Tess Lowe, Noel Mitchell, Mickey Porter, Katie Welch, and Stephen Zollman

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:04am.

Meeting facilitated by Co-Chair: Melanie Dodson

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Public Comments	Mickey Porter thanked CCPC and Carol Simmons for stepping up to serve as a bridge between early care and education and K-12 with the development of the Transitional Kindergarten (TK) program two years ago. Carol Simmons has been an incredible resource, helping to support implementation. Next year, SCOE will designate an individual from the K-12 system to support the TK program. However, Carol Simmons will still serve as a bridge between the early care and education field and TK/K-12.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of March 1, 2013 	The Consent Calendar was approved by unanimous consent.	
Hot Topic- ECE State Budget	ECE State Budget Policy Recommendations – Joint ECE Advocacy Statement Melanie Dodson indicated that the purpose of today’s discussion is to look in-depth		

Agenda Item	Discussion	Action	Follow-Up
Policy Recommendations – Joint ECE Advocacy Statement	<p>at a few of the issues, and divided those present into three groups to discuss the 10 policy recommendations listed in the ECE State Budget Policy Recommendations – Joint ECE Advocacy Statement.</p> <p>Recommendations and discussion points:</p> <p>Group 1</p> <ol style="list-style-type: none"> 1. <i>Maintain early care the education as a primary goal of these programs by keeping them in the Department of Education</i> Pros – local control, simplifying, streamlining, easier for families at local level, better integration of stages Cons – increase cost of delivering services, each county has a different system, no one likes it, takes focus from education 2. <i>Support continued quality by including a cost of living adjustment (COLA)</i> Pros – no COLA since 2005, staff retention, increase quality, reinvesting in ECE Cons – save CA money, serves fewer children? 3. <i>Preserve Cal-SAFE child development</i> Pros – serves high risk population, 0-3 funds already limited Cons – takes funds from K-12 other services <p>Group 2:</p> <ol style="list-style-type: none"> 4. <i>Fully Fund CalWORKs Stage 3 child development in the 2013-2014 budget</i> Pros – keep families working, sustains local workforce, school readiness, student achievement, less cost to criminal justice, decrease in dropout rate, parents working pay taxes Cons – hard to keep families working, less money, increase in taxes, public perception bias 5. <i>Repeal parent fees for families in the Part-day State Preschool program</i> Pros – makes it easier for families to have access, less cost burden for provider when fee can't be collected, maintain program quality, retaining students Cons – state preschool and TK slots in competition, jeopardize program 		

Agenda Item	Discussion	Action	Follow-Up
	<p>quality, less parent option, additional financial administrative burden</p> <p>6. <i>Support providers by bringing reimbursement rates up to current market rates</i> Pros – more access for families and less copays, program consistency, improved quality Cons – costs more, discrimination</p> <p>Group 3:</p> <p>7. <i>Support bringing the maximum family income eligibility level to 70% of the current state median income</i> Pros - help families, support increase of state median income Cons – do we have infrastructure to support it?</p> <p>8. <i>Return CDS’s early care and education programs to Prop. 98 funding</i> Did not discuss.</p> <p>9. <i>Maintain the investment in quality improvement activities</i> Pros – want better and consistent quality Cons – how do we know investment is working, need to work harder on what it means to improve quality</p> <p>10. <i>Rebuild programs by replacing the approximately \$1 billion and over 110,000 children cut from these programs since 2008</i> Pros – would like money back Cons – need to show how spending money, assumption this includes rebuilding infrastructure, assessment of success needed</p>		<p>The Executive Committee will review discussion notes and bring back to the Council their recommendation.</p>
<p>Executive Committee</p>	<p>a. CARES Program – Textbook Access Proposal for 2013-2014</p> <p>Chiara Bacigalupa explained the proposal for the CARES Plus Textbook Access support service. Due to the lack of use by participants for both the ECE book loan program at SRJC’s Doyle Library (5 participants used in 2012-2013) and the free GE book rental at SRJC’s bookstore (only 10 participants used in 2012-2013), the proposal is that the ECE book loan program be combined with CDTC’s already established book loan program at SRJC, that the CARES Plus program offer a \$100</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>voucher to help pay for required degree and/or permit applicable text books at SRJC and SSU.</p> <p>Discussion was had about the reason why participants did not use the support service in the past. John Eberly indicated that the ECE classes are focusing on using open source books and other free resources online instead of expensive text books for their courses.</p> <p>b. Ratification of Executive Committee time-urgent action – \$400 allocation of CLPC Projects/Activities funds for Zip Code data</p> <p>Chiara Bacigalupa explained that CCPC does not have access to all the data we need to develop our Zip Code Priorities and the importance of getting the best data available. Joanne Brion is willing to consult with CCPC to obtain the data for a fee of \$400.</p> <p>Due to time constraints, the Executive Committee approved use of \$400 to fund this if the Finance Committee is able to find the funds in the CLPC contract. At the March 20th Finance Committee meeting, Carol Simmons reported that the Professional Development Committee has \$400 of unallocated money that is available for zip code data collection, which the Finance Committee recommended allocating for the data collection. The Executive Committee is now asking the Council to ratify this action.</p> <p>c. June Retreat planning – location, funding, topic</p> <p>Chiara Bacigalupa shared that at last month’s meeting, those present indicated that they prefer the June retreat to focus on broader issues.</p> <p>Suggested Topics/Speakers:</p> <ul style="list-style-type: none"> • Professional trainer on ethical decision-making for local child care planning councils (willing to do the training for whatever we can afford) • Speaker on working with teens (i.e. Changing the Odds Workshop) • Tour of CHOPS facility and their career exploration website • Cradle to Career 	<p>a. Chiara Bacigalupa moved to accept the Textbook Access Proposal as submitted. Debbie Blanton seconded. Motion carried.</p> <p>b. Terry Ziegler moved to accept the ratification of the Executive Committee’s allocation of \$400 of the CLPC Projects/Activities Funds as submitted. Kathy Kelly seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>Locations:</p> <ul style="list-style-type: none"> • Angela Center (potential cost \$800 for facility and food) (second choice) • CHOPS (first choice) <p>Carol Simmons indicated that \$1200 has been allocated for the retreat.</p>		<p>Staff will follow-up on location.</p> <p>Executive Committee will follow-up on topic.</p>
Finance Committee	<p>AB212 FCCERS training – Split Funding 2012-13 and 2013 -14</p> <p>Margie Vondrak explained that in the beginning of the year, CCPC approved \$6,000 of 2012-2013 AB212 funds for a FCCERS training to AB212-eligible state funded family child care providers in order to bring program staff to inter-rater reliability. The training was originally planned to occur before the end of this fiscal year, however, the trainers are not available until July, and the costs are more than the \$6,000 approved. The Finance Committee is recommending the Council split the cost of the training between this year and next year, paying for materials and prep this fiscal year and allocating an additional \$5,000 in 2013-2014.</p>	<p>Margie Vondrak moved to allocate \$5,000 of AB212 funding for the cost of the FCCERS training in 2013-2014. Missy Danneberg seconded. Motion carried. (Jynx Lopez abstained.)</p>	
Membership Committee	<p>a. Revisions to CCPC Bylaws</p> <p>Michelle Nardone reviewed the revisions to the Bylaws regarding section G, Voting Requirements and Procedures that reflect the decision made at last month’s meeting of a 2/3 vote for political positions.</p> <p>b. Officer Nominations</p> <p>Michelle Nardone explained that the Membership Committee is accepting nominations for Chair Elect and one Co-Chair seat. Currently, Jynx Lopez, the current Chair Elect, is a nominee for the Co-Chair seat. She asked those present to submit their nominations by May 1st.</p> <p>c. Membership Applications</p> <p>Michelle Nardone announced that there are three new applications for membership: Susan Harvey, Ray Decker, and Noel Mitchell. The Membership Committee will be reviewing their applications soon.</p>	<p>Michelle Nardone moved to accept the revisions to the Bylaws as submitted. Debbie Blanton seconded. (14 yes, 0 no) Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
<p>Zip Code Priorities – 10:15am</p>	<p>Co-Chair Melanie Dodson opened the Public Hearing on the Zip Code Priority areas.</p> <p>Carol Simmons explained that the Zip Code Priorities are created every year to determine the priority areas in Sonoma County of low income children that are least served with state subsidy child care funds. She summarized the process of how the priority areas are determined, including our Council’s decision to make all lower ranking areas a Priority 3, rather than having no priority ranking.</p> <p>She reported that this year’s changes were primarily driven by changes in population data and in zip code areas. There have not been any significant changes in supply.</p> <p>The Zip Code Work Group reviewed the priority area recommendations and the changes for this year, and did not have any suggested local revisions.</p> <p>No public comment was heard.</p> <p>Co-Chair Melanie Dodson closed the Public Hearing on the Zip Code Priority areas.</p>	<p>Terry Ziegler moved to accept the Zip Code Priorities as submitted. John Eberly seconded. Motion carried.</p>	
<p>Coordinator Report</p>	<p>Carol Simmons presented her staff report:</p> <p>She announced that the Week of the Young Child (WOYC) brochures and posters are out in the community. She passed out additional brochures, asking those present to post and distribute them.</p> <p>She further provided an update on the discussion from last month’s meeting about disseminating information regarding the importance of school and including early childhood education programs on their campuses to collaborate on emergency planning and response. She shared a document that was recently sent out to all Sonoma County elementary schools and ECE (including afterschool) programs on school campuses.</p> <p>Carol Simmons shared that First 5 has extended our CARES contract into the next fiscal year, allowing us to rollover unused funds.</p> <p>In addition, she passed out the new parent documents created by the TK workgroup.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>The documents were sent out in this week’s CCPC e-news and Facebook page. The R&Rs are also disseminating the information. 4Cs received positive feedback from 2 providers immediately after it was emailed.</p> <p>She further announced that SCOE is remodeling our department. As a result, our office will be moving to two offices in the hall next to Business Services. Our official moving date is pending.</p> <p>Carol Simmons explained that our First 5 RFP collaboration with CalSAFE was not funded. First 5 loved the CalSAFE piece, but did not get the connection between our data projects and CalSAFE. There may be future funding possibilities for CalSAFE with the allocation of the remainder of the First 5 funding.</p> <p>We do have a role to play in Human Service’s RFP response which was funded, for a project called READY (Road to the Early Achievement and Development of Youth). The project is about school readiness and collecting data about 0-5 year olds in our community, and the efficacy of the services they receive. Our role will be to provide Environment Rating Scale and CLASS assessments, as part of the ECE quality improvement component of the project. It will be a great expansion for Gateway to Quality program. It will start next fiscal year. This is a pilot program for Upstream Investment’s data collection on the impact on program outcomes.</p> <p>Lastly, the Executive Committee is exploring the Advocacy Marketing Committee’s suggestion about translating the Economic Impact Report into an infographic.</p>		
<p>Child Care Consumers/Child Care Providers Input</p>	<p>Missy Danneberg shared that she was encouraged to learn that the new LIAS quality instrument for afterschool programs focuses on the philosophy that learning is meaningful, active, and realistic. They are trying to change the focus from academic to enrichment. Carol Simmons will distribute info to members.</p> <p>Melanie Dodson attended the R&Rs annual statewide meeting where she heard from the head of Provider Relations that licensing visits have increased in the last few months. Licensing is now fully funded and they have changed the way they randomly select those providers for visits. In the past, they took 30% of the entire state, now each analyst takes 30% of their case load for random visits.</p>		
<p>Public Policy</p>	<p>Melanie Dodson shared that the message at the annual R&R statewide meeting was</p>		

Agenda Item	Discussion	Action	Follow-Up
Update	<p>more positive. State funding for next year will remain flat with no additional cuts and that counties are not interested in realignment.</p> <p>A brief summary of the current bills being proposed:</p> <ul style="list-style-type: none"> • Senate Bill 192 (Liu) – changes title of child and development and streamlines and consolidates contracts. • AB274 - Michelle Nardone explained that agencies do not get their checks from the state through direct deposit. 		
Member Announcements	<p>Kathy Kelly announced that ELI’s conference Understanding and Supporting Self-Regulation and Behavior in Young Children is on April 19 and 20th. They are extending early registration and are willing to negotiate pricing for groups. Lara Magnusdottir offered to send a reminder out to 4Cs providers.</p> <p>John Eberly announced that SRJC’s ECE interns have been working on SRJC’s Library website. The website goes live next Saturday. There will be rotating photos of children’s artwork and links to CCPC and NAEYC. He urged those present to check it out.</p> <p>Lara Magnusdottir announced that 4Cs’ Value in Preschool program needs more certified CLASS observers who are current and reliable in the tool. She also reminded those present that Evening of Honor will be held on April 19th at the Mary Agatha Furth Center from 6-8pm. Please RSVP on the 4Cs website.</p> <p>Teri Porter announced that YWCA is holding a big wine and cheese fundraiser next Sunday, April 12th at the Fairmont Sonoma Mission.</p>		
Adjournment		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
May 3, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Elisabeth Chicoine, Melanie Dodson, Becky Hachmyer, Kathy Kelly, Tammy Larimore, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Marianne Schwarz-Kesling, Heather Sweet-Kirkac and Terry Ziegler

Members Notified Absent: Teri Clark, Missy Danneberg, John Eberly, Amy Howder-Thompson, Jynx Lopez, Teri Porter, Debb Reece, Margie Vondrak and Cathy Vaughn

Members Absent: Cheryl Scholar

Advisors Present: none

Guests: Allison Goodwin, Susan Harvey, Noel Mitchell and Tom Shanks

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Chiara Bacigalupa

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Public Comments	No public comment was heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of April 5, 2013 	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers Input	<p>Melanie Dodson shared that some of 4Cs' preschool centers are being asked to move. This will have a huge impact on access to care. 4Cs is trying to find space in locations near the children they currently serve. She asked those present for any leads on potential sites.</p> <p>Terry Ziegler shared that it has been a good year, especially with the Value in Preschool program. They have also had a great working relationship this year with</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>CalWORKS.</p> <p>Debbie Blanton shared that she was surprised to learn that the Cotati-Rohnert Park school district’s age eligibility for enrolling children in Kindergarten is 5 years by December 2th. Carol Simmons suggested that they are probably calling their TK program Kindergarten. She will follow-up with the school district.</p> <p>Kathy Kelly shared that the Behavioral Consultation Project is experiencing a record number of cases. They are working at new sites which accounts for some of this increase. She noted that, across the programs, it seems this year the kids have more challenging behaviors.</p> <p>Melanie Dodson shared that her daughter will be turning three in June and has been in a family child care home since she was born. As a parent, Melanie Dodson is now faced with making the decision of whether to send her daughter to preschool with her friends, or keep her in her current situation for another year.</p>		<p>Carol Simmons will follow up with the Cotati-Rohnert Park school district regarding the Kindergarten enrollment age requirement.</p>
<p>Hot Topic- Ethical Decision-making for local Child Care Planning Councils with Dr. Tom Shanks</p>	<p>Chaira Bacigalupa introduced Dr. Tom Shanks who presented a preview of his presentation on ethical decision-making he will be giving the Council in June.</p> <p>Tom Shanks explained ethical decision-making and the importance of building trust. He has been working with other Local Planning Councils to help them work more tightly as a group.</p> <p>He further explained that ethical decision-making can help the Council work together as we face the challenges of collaborating, while at the same time we may be competing for funding. He indicated that public trust is at an all-time low and expectations are high, money is tight, needs are overwhelming and there is too much to do. Ethical decision-making training will provide practical skills to help us through these challenges.</p> <p>He asked those present, when you are at your best as a Council, what values do you practice as a Council?</p> <ul style="list-style-type: none"> • Non-judgmental listening • Respect – giving opportunity to explain and listen to others diverse experiences 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> • Actively encourage others to speak • Dependability – following through on projects, being present • Teamwork – supportive, encouraging, pickup slack • Creativity (new ideas) and step out of comfort zone to entertain new ideas <p>What are the obstacles?</p> <ul style="list-style-type: none"> • Time • Conflicting interests • Trust – what is your true purpose? • Scarcity of Resources • Other personal things going on in each person’s life • Competing multiple priorities – disparate goals • Being too nice – avoid conflicts <p>He asked those present to email him any additional core values and/or obstacles they would like to share to help him prepare for the June 7th training.</p> <p>He further explained the importance of practicing integrated ethics by bringing up the ethical and value issues for discussion before making decisions.</p> <p>He closed by asking that the Executive Committee to think about what practical decision CCPC has had to make that he can use as an example for his presentation next month.</p>		
Executive Committee	<p>a. CARES – add Core-only component</p> <p>Melanie Dodson explained that, at the April 11th Executive Committee meeting, staff recommended that CCPC add a CORE-only component to CARES Plus for next year as offered in the First 5 California program design. Due to the need to submit the response to the RFA to First 5 Sonoma County before the next CCPC meeting, the Executive Committee approved the addition on a time-urgent basis with an additional requirement of a CLASS Study Group on a one-year basis. However, staff realized that adding a study group to CORE-only would create complications in the program. Since there are several supports in place for next year that would make the CLASS training more meaningful, staff recommended to keep the CORE-only design identical to First 5 California’s design. Due to time restraints, the Executive Committee was not able to meet, so the suggestion was presented to the Co-chairs,</p>	<p>a. Melanie Dodson moved to ratify the Executive Committee’s time-urgent approval of the addition of the Core-only component to CARES Plus without the CLASS Study Group element. Tammy Larimore seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>who recommended the RFA response be submitted with the addition of CORE-only, per the First 5 California design</p> <p>b. Joint Advocacy Statement Melanie Dodson explained that, at the Advocacy Committee’s April 5th meeting, they debriefed the Council’s previous discussion on the Joint ECE Advocacy Statement. Based on the lack of concerns reported by Council members, the Advocacy Committee decided to recommend that CCPC take a position in support of the document. At the April 11th Executive Committee meeting, the Advocacy Committee’s recommendation was heard and considered. The Executive Committee decided to recommend that CCPC take a position in support of the document.</p> <p>c. June Retreat planning – location, funding, topic Melanie Dodson shared that because CHOPS is not available on June 7th, the retreat will be held at the Angela Center from 9am – 3pm, with breakfast at 8:15am. The Executive Committee requested that the Finance Committee look at allocating more funds for the event.</p> <p>d. GIS Maps Follow-Up Melanie Dodson explained that the Executive Committee reviewed the Council’s recommendations from April’s meeting regarding the GIS Maps. The Executive Committee will be bringing their recommendations to the June Council meeting.</p> <p>e. EIR Infographic Melanie Dodson explained that the Executive Committee made the recommendation to the Finance Committee to approve the allocation of funds for the EIR Infographics. The Executive Committee has received some bids and is in the process of reviewing them.</p>	<p>b. Melanie Dodson moved to approve CCPC taking a position in support of the Early Care and Education State Budget Policy Recommendations 2013-2014 statement. Ofelia Ochoa-Morris seconded. Requires 2/3 majority: 13 out of 13 ayes = Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>f. Child Care Trends Melanie Dodson updated the Council on the Child Care Trends data, a collaborative effort between CCPC and the R&Rs. This document will provide us with talking points for sharing information about the state of child care in Sonoma County. Lorie Siebler from 4Cs has been working on a data dashboard that will show the trends. A draft will be brought to the next Council meeting.</p> <p>Becky asked if the Trends and Infographic will go hand-in-hand. Melanie Dodson indicated that the documents are not currently designed that way. The Executive Committee will take the idea to their next meeting.</p> <p>g. ECE Conference Carol Simmons is working with SSU and community partners to bring back the ECE Conference next Spring. She is taking lead on a committee to develop the conference. This will be an opportunity for CCPC to be the convener. Noel Mitchell and Debbie Blanton volunteered to help. Any other volunteers to serve on the Planning Committee are welcome!</p>		<p>The Executive Committee will look at the concept of designing the Child Care Trends and Infographic to go hand-in-hand.</p>
<p>Finance Committee</p>	<p>a. 12-13 Year-End Spending Melanie Dodson reviewed the recommended year-end spending priorities. CCPC has projected \$4,858 in available funds and an additional \$400 that is still allocated for ADA expenses that will not be used. The Finance committee is making the following recommendations:</p> <ul style="list-style-type: none"> a. Additional funds for the CCPC retreat trainer - \$350 b. Additional funds for CCPC Retreat Expenses and Supplies – up to \$800 c. ERI Infographic – up to \$3500 <p>Total - \$4,650</p> <p>Melanie Dodson asked those present for additional suggestions:</p> <ul style="list-style-type: none"> • Print extra copies of the Child Care Plan • Speaker(s) for the ECE conference (if complies with spending regulations) • Pocket cards of the ethical decision-making process • Furniture/equipment for staff's new office • Spend 50% of left over funds on additional Child Care Plans and 50% on staff supplies • Graphic designer to develop new logo and print bumper stickers 	<p>a. Melanie Dodson moved to approve the year-end spending recommendations a, b, and c as submitted. Carrie Anabo seconded. Motion carried.</p> <p>Marianne Schwarz-Kesling moved to approve the following priority spending order for any leftover funds:</p> <ol style="list-style-type: none"> 1. Staff office equipment 	

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons asked those present to help prioritize the spending suggestions.</p>	<p>2. Extra Child Care Plans 3. Deposit for a speaker for the ECE conference</p> <p>Tammy Larimore seconded.</p> <p>Marianne Schwarz-Kesling accepted the following amendment to the priority order as follows:</p> <ol style="list-style-type: none"> 1. Staff office supplies 2. Child Care Plans 3. Ethical decision-making materials 4. Expenses for ECE Conference <p>Tammy Larimore seconded. Motion carried.</p> <p>Marianne Schwarz-Kesling moved to allow the Treasurer and/or Coordinator spend any remaining funds per the priority list and any other needs that arise. Tammy Larimore</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>b. 13-14 Preliminary Budget Melanie Dodson presented the 2013-2014 projected budget. Carol Simmons pointed out there will be a carryover of unrestricted funds that were allocated for staff salaries as needed for 2012-2013. She also mentioned that SCOE is asking all departments to include a COLA in their 2013-2014 budgets just in case it gets passed. This has created a deficit that shows in next year's budget.</p> <p>Discussion was had about the implications of passing a budget that shows a deficit. Carol Simmons explained that the deficit can be rectified by decreasing the budgeted amount for stipends by \$3,011. Historically, stipends are allocated more funds than needed. In addition, stipend amounts can be prorated if there are insufficient funds at the end of the year.</p> <p>c. CARES Contract Extension to 9/30/13 Carol Simmons explained that First 5 Sonoma County suggested that our CARES contract, which had an end date of June 30th 2013 be extended to September 30th, 2013 to carry-over funds into the next fiscal year until the new contract is in place.</p>	<p>seconded. Motion carried.</p> <p>b. Melanie Dodson moved to approve the 13-14 Preliminary Budget as submitted. Heather Sweet-Kirak seconded.</p> <p>Melanie Dodson accepted the amendment to the original motion to approve the budget with a reduction to the stipend amount by \$3,011 in order to balance the budget. Tammy Larimore seconded. Motion carried.</p>	
<p>Membership Committee</p>	<p>a. New Appointments: Susan Harvey, Raymond Decker, Nicole "Noel" Mitchell, Stephen Zollman, Katie Welch Michelle Nardone presented the new CCPC applications for membership.</p>	<p>Michelle Nardone moved to recommend the new appointments of Susan Harvey, Raymond Decker, Nicole "Noel" Mitchell, Stephen Zollman, Katie Welch as submitted. Tammy Larimore seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>B. Buddies Michelle Nardone asked those present who would like to be a buddy for a new member. Melita Love, Carrie Anabo, Elizabeth Chicoine, Ofelia Ochoa-Morris volunteered to be buddies. Carol Simmons will also ask those members not present in order to find a 5th buddy. She will let those who volunteered know of their assignments.</p> <p>c. Officer Elections Michelle passed out ballots for officer elections.</p> <p>Results: Jynx Lopez – Co-Chair, Kathy Kelly – Chair Elect</p>		<p>Carol Simmons will assign those members that volunteered their buddy.</p>
<p>Coordinator’s Report</p>	<p>Carol Simmons announced that Oscar Chavez has accepted a position with the County. CAP’s temporary Executive Director is Jenny Tascheff.</p> <p>She further announced that the Voluntary Temporary Transfer of Funds process, which CCPC facilitates, and which helps to match unused state funding with agencies that can use it, is being used this year to recommend \$97,000 be reallocated to help four local agencies serve more children.</p> <p>In addition, she explained that the Zip Code Priorities that were approved at the last Council meeting need to be revised. Joanne Brion found an error in the data that affects 12 zip code areas for 3-5 year olds. This will change their priority standing. She will send the new information to the Data Work Group, and we will have a new Public Hearing and action item for CCPC approval at the June Retreat. She also mentioned that many other LPC Coordinators are asking for Joanne Brion’s contact information so they can get her help with their priorities data.</p> <p>Lastly, Carol Simmons shared that all 9 cities in Sonoma County made Week of the Young Child proclamations. She further announced that our new office space will not have a spot to display the proclamations and asked if any agency present would like to display them.</p>		
<p>Public Policy Update</p>	<p>Melanie Dodson shared that CAPP has announced that realignment will definitely be in the May revise. There is very little support in the Legislature or from the County Human Services departments, but the Governor is passionate about it.</p>		
<p>Member</p>	<p>Melanie Dodson announced that Wednesday, May 8 is Stand for Children Day. 4Cs</p>		

Agenda Item	Discussion	Action	Follow-Up
Announcements	<p>has a lot of parents signed up to attend. They will be having 2 buses and have space for some more attendees. She passed out flyers and asked those present to distribute them in the community.</p> <p>Chiara Bacigalupa announced that all the SSU ECE classes are full with waitlists. 72 students are enrolled in the major and 50 in the minor.</p> <p>Melanie Dodson announced that the Council is trying to decrease the amount of paper in the agenda packets by using the ELMO to project action item documents on the screen. She asked those present what they thought. It was suggested that a few paper copies be made available for those who have difficulty viewing the screen. It was also recommended that those that prefer a paper copy could also print the document they receive by email prior to the meeting.</p>		
Adjournment		Meeting adjourned at 11:02am by unanimous consent.	



Child Care Planning Council of Sonoma County
DRAFT Meeting Minutes
June 7, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Missy Danneberg, Ray Decker, Melanie Dodson, John Eberly, Amy Howder-Thompson, Kathy Kelly, Tammy Larimore, Jynx Lopez, Melita Love, Noel Mitchell, Michelle Nardone, Ofelia Ochoa-Morris, Teri Porter, Cheryl Scholar, Marianne Schwarz-Kesling, Heather Sweet-Kirkac, Margie Vondrak, Cathy Vaughn, Katie Welch, Terry Ziegler, and Stephen Zollman

Members Notified Absent: Debbie Blanton, Teri Clark, Becky Hachmyer, Susan Harvey, and Debb Reece

Members Absent: none

Advisors Present: Lara Magnusdottir

Guests: Kristen Gardener, Allison Goodwin, Gary Hochman, Erika Pryor, Katie Sanchez, and Tom Shanks

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Meeting was called to order at 9:02am.

Meeting facilitated by Co-Chair: Melanie Dodson

Agenda Item	Discussion	Action	Follow-Up
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Public Comments	No public comment was heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of May 3, 2013 	The Consent Calendar was approved by unanimous consent.	
Executive Committee	a. Public Hearing on Zip Code Priorities – Revision Melanie Dodson opened the public hearing. Carol Simmons explained the process in determining the Zip Code Priorities and the need to revise them. Two months ago, Joan Brion found a data error that affected the priority ranking. As a result, the revised Zip Code Priorities are being brought back to the Council for vote and a new public hearing.	a. Chiara Bacigalupa moved to accept the revised Zip Code Priorities as submitted. Tammy Larimore seconded.	

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons answered questions posed about the rankings.</p> <p>b. Ready Subcontract from HSD Carol Simmons explained that First 5 Sonoma County released a Request for Proposals for \$6.5 million for a one-time strategic/capital investment project. The program is a partnership with the Department of Health Services, CCPC, 4Cs, RCCS, and PACE. CCPC’s role would be an expansion of our current Gateway to Quality Program, as a subcontract from the Department of Human Services, to provide Environment Rating Scale and CLASS external assessments to providers participating in READY. CCPC’s contract would be \$29,160 over the 2.25 years of the project. READY’s data project component is a pilot program for Upstream.</p> <p>Discussion was had about the READY program and the impact on child care.</p> <p>CCPC’s contract would start July 1st. Between July 1st and December, CCPC would begin training assessors. Assessments would start during the second fiscal year.</p> <p>Further discussion was had about the goal of the program.</p>	<p>Motion carried.</p> <p>b. Marianne Schwartz-Kesling moved to accept the READY subcontract if it is approved by the Board of Supervisors. Amy Howder-Thompson seconded. (Abstentions due to conflicts of interest: Jynx Lopez, Tammy Larimore, Elisabeth Chicoine; abstention Ray Decker; 1 Nay) Motion carried.</p>	
<p>CCCCA Collaborative Data Project</p>	<p>CCCCA Collaborative Data Project – Change from Statewide EIR to Needs Assessment Data Carol Simmons explained that, previously, CCPC approved the expenditure of up to \$200 to participate in the CCCCCA’s contract for a State-wide Economic Impact Report. CCPC was only charged \$150, which was paid. In the meantime, CCCCCA Data Committee has determined that the proposed contractor for the EIR is unable to provide data that is accurate enough for our needs. As a result, they identified another source for an alternate mechanism to obtain critical data needed by the local child care planning councils. The cost per LPC would be the same as the previously proposed data project.</p>	<p>Margie Vondrak moved to approve the change of purpose for CCPC contribution. Carrie Anabo seconded. Motion carried.</p>	
<p>ECE Conference</p>	<p>a. ECE Conference – CCPC as Fiscal Agent Carol Simmons explained that the Co-Chairs had approved for Carol Simmons to serve as a lead for a community collaborative ECE Conference in 2014. The proposal</p>	<p>a. Marianne Schwarz-Kesling moved to approve for CCPC to</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>is that CCPC would act as a fiscal agent and lead for this project. As a result, CCPC would apply for a First 5 mini-grant for up to \$5000. John Eberly asked about the impact to Carol Simmons' time. Carol Simmons explained that there is a very active committee that should be taking up most of the workload. No one else in the county has stepped up to take the lead.</p>	<p>apply for a First 5 Mini-grant application and act as fiscal agent for the 2014 ECE conference. Missy Danneberg seconded. (Abstention: Katie Welch) Motion carried.</p>	
<p>12-13 Committee Accomplishments</p>	<p>12-13 Committee Accomplishments Jynx Lopez led the group in a lively game of Accomplishments Pictionary.</p> <p>Discussion was had about the 2012-2013 Committee accomplishments and the GIS mapping project.</p>		
<p>Hot Topic- Ethical Decision-making with Dr. Tom Shanks</p>	<p>Ethical Decision-making with Dr. Tom Shanks Dr. Tom Shanks led the group in a training on Ethical Decision-making.</p> <p>He asked those present, when we are at our best as a Council, how do we treat one another, children and families, and Sonoma County?</p> <p>Through the process of brainstorming, the following core CCPC values emerged:</p> <ul style="list-style-type: none"> • Time is purposeful • Inclusiveness • Maximize outreach to obtain inclusiveness • Supportive/Collaborative • Listening to understand • Open to new ideas • Encouraging different perspectives • Taking time to process critical decisions • Willing to advocate what we believe in as a Council • Respect • Enthusiastic • Nonjudgmental • Patient 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> • Passionate • Playful • Hopeful • Informed • Looking at big picture/Strategic • Tolerant • Brave • Moving forward in accomplishing goals or in decision making • Driven • Organized and orderly • Goal orientated • Respectful of time • Caring • Integrity • Accountable • Fiscally responsible • Keeping welfare of children at the center • Fair • Building the community • Attention to and delivery to quality of services • Mission driven • Collaborative • Inspirational • Strategic • Innovative • Think critically <p>Dr. Shank asked those present to vote on the values listed above. The following top 6 values were indicated:</p> <ol style="list-style-type: none"> 1. Keeping welfare of children at the center 2. High quality 3. Strategic/Big picture 4. Integrity 5. Inclusive 		

Agenda Item	Discussion	Action	Follow-Up
	<p>6. Collaboration</p> <p>Dr. Shank then walked those present through a hypothetical ethical decision-making process.</p>		
<p>Planning for 13-14</p>	<p>Planning for 13-14</p> <p>Chiara Bacigalupa led those present through a process to identify key topics/issues the Council should focus on for next year.</p> <p>Suggested issues/topics for next year:</p> <ul style="list-style-type: none"> • ECE Conference* • Website as way to solicit comments from field (Facebook?/Questions?)** • Before and After School Care – more representation on Council • Connections to Latino community* • ECE Workforce Survey • Coordinate/participate/get info with C2C, Upstream, Local Health Action Chapters** • Identify, mentor, develop compensation support services – focus attention on need for nontraditional hours and care for special populations* • Provider stress* • READY* • QRIS* • PFC • PD calendar • Collect best practices on website (link to Upstream)* • Note card/talking points regarding value of ECE (CPI parenting tip cards) ** • Educate the community who are undecided* • Celebrity for ECE – Joe Montana, P.D. ** • Children’s Rights** • Work with businesses for child care funding – onsite child care – chamber meetings (2)** • Collaborate on funding • Integrate values/ethics • WOYC <p>(Common groupings were suggested: *quality, **outreach.)</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Suggestions to no longer work on next year:</p> <ul style="list-style-type: none"> • Research/use advocacy tools • Convert the opposition • Expanding membership • Recruiting staff from Press Democrat • Collaborate on Legislative activities • Provide targeted data to legislature <p>Discussion was had about what suggestions reflect CCPC core values. Chiara Bacigalupa asked those present to vote on the suggested issues/topics for 2013-2014 that meet CCPC's values.</p> <p>Top 5 choices:</p> <ul style="list-style-type: none"> • ECE Conference • Website as way to solicit comments from field (Facebook?/Questions?) • READY • Collect best practices on website (link to Upstream) (Professional Development) • Integrate values/ethics 		
Form Committees	<p>Chiara Bacigalupa and Carol Simmons led those present in the forming of committees for next year.</p> <p>Discussion was had regarding the need for an Advocacy Committee. Discussion was also had about which suggestions would fit for an Outreach and/or Marketing Committees. There was concern noted over the elimination of an Outreach Committee for next year. It was also suggested that, since CCPC now has a marketing plan form that Committees could use, we do not need a Marketing Committee for next year and each committee can do its own marketing.</p> <p>Due to lack of time at the meeting, Carol Simmons will be contacting members for Committee sign-ups.</p>		Standing Committees for sign-ups: Finance and Membership. Ad-Hoc Committees formed: Professional Development, Advocacy. Will discuss Outreach Committee at next meeting.
Appreciation	Carol Simmons passed out appreciation gifts to all present, and the Co-Chairs presented an appreciation gift to Carol.		

Agenda Item	Discussion	Action	Follow-Up
Adjournment		Meeting adjourned at 3:00pm by unanimous consent.	