



Child Care Planning Council of Sonoma County
Approved Meeting Minutes 9/6/13
August 2, 2013
 SCOE, Santa Rosa

Members Present: Chiara Bacigalupa, Elisabeth Chicoine, Teri Clark, Missy Danneberg, Ray Decker, Melanie Dodson, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Jynx Lopez, Noel Mitchell, Teri Porter, Debb Reece, Cheryl Scholar, Margie Vondrak, and Stephen Zollman

Members Notified Absent: Carrie Anabo, Debbie Blanton, Susan Harvey, Kathy Kelly, Tammy Larimore, Melita Love, Michelle Nardone, Ofelia Ochoa-Morris, Marianne Schwarz-Kesling, Heather Sweet-Kricac, Cathy Vaughn, Katie Welch, and Terry Ziegler

Members Absent: none

Advisors Present: Ed Sheffield

Guests: Leah Benz, Allison Goodwin, and Olga King

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
		As there was not a quorum of members present at 9:00, informational items were shared.	
Public Comments	No public comment was heard.		
Child Care Consumer/Child Care Providers Input	<p>Teri Porter shared that YWCA is very busy with enrollment. They are also anticipating a visit from the CDD Consultant to check files.</p> <p>Missy Dannenberg shared that this is the first time in 6 years that ECC's enrollment has increased. They even have a waiting list at some centers, particularly their Windsor and Mark West sites.</p> <p>Teri Clark shared that Case Managers at North Bay Children's Center are overwhelmed and stressed. She reminds her Case Managers that when their appointments are successful, they have had a huge impact on the lives of the families they serve.</p>		

Agenda Item	Discussion	Action	Follow-Up
	Melanie Dodson shared that 4Cs is struggling to get enrollment in the North areas (Windsor and Healdsburg). She asked that if anyone knew of families in those areas who might qualify for subsidy care to please let her know.		
		A quorum of members having arrived, the meeting was called to order by Co-Chair Melanie Dodson at 9:12am.	
Approval of Agenda	Approval of/Revisions to the Agenda Melanie Dodson requested the removal of item 7c-Child Care Trends from the agenda, as it is not yet complete. This item will be brought to a future meeting.	Agenda approved as submitted by unanimous consent.	The Child Care Trends will be brought to a future meeting for Council approval.
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of June 7, 2013 	The Consent Calendar was approved by unanimous consent.	
Hot Topic – Gateway to Quality and CARES Plus Overview presented by Susy Marrón	Susy Marrón gave a presentation on CCPC’s two programs, Gateway to Quality and CARES Plus. Gateway to Quality Overview Susy Marrón explained that Gateway to Quality provides external validation of the Environment Rating Scale (ERS), (ECCERS, FCCERS, or ITERS depending on whether they work in a center, family child care home, or infant program), for First 5 Mini-grant applicants. CCPC contracts with 7 trained independent consultants called Quality Improvement Validators (QIVs), maintaining their training with annual inter-rater reliability checks using the ERS tools. The QIV provides the Mini-grant applicant with: <ul style="list-style-type: none"> • An external ERS Assessment • Feedback visits to present a Summary Report • Reviews applicant’s Mini-grant request and validates each item the applicant has selected • Reviews and approves Mini-grant applicant’s budget before it is submitted to 		

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	<p>First 5</p> <ul style="list-style-type: none"> • Returns for Follow-Up Visit 1 year later to verify improvement in the areas where items were implemented <p>In 2012-2013:</p> <ul style="list-style-type: none"> • 37 providers and 1151 children served • 13 ERS assessments performed • 13 Feedback Visits performed • 18 Mini-grant Validations performed • 13 Follow-Up Visits performed <p>New in 2013-2014:</p> <ul style="list-style-type: none"> • QIVs will provide CLASS Assessments (in addition to ERS assessments) to returning Mini-grant applicants with continued low scores in the Interaction Subscale • Provide ERS & CLASS Assessments and Summary Reports to First 5 funded programs by request. <p>CARES Plus Susy Marrón explained that CARES Plus is committed to improving the quality of early learning programs and young children’s learning and development outcomes, and increasing teacher effectiveness.</p> <p>In 2012-2013:</p> <ul style="list-style-type: none"> • 86 successful participants completed: <ul style="list-style-type: none"> • 285 ECE units • 459 GE/ESL/Basic Skills units • Total of 1017 units • 16 Degrees attained • 40 participants applied for/received California Child Development Permits • 78% child care center staff, 22% licensed family child care homes • 43% of participants were Hispanic/Latino <p>Susy Marrón then reviewed this year’s program requirements and stipend levels. See</p>		

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	<p>the CARES Plus booklet on our website www.scoe.org/CARES for more information.</p> <p>Discussion was had about the stipend maximum and the number of hours required of participants in order to earn the various stipend levels.</p> <p>Teri Porter shared her experience of being a participant in Sonoma CARES over the course of several years. She earned her MA this past year and feels that Sonoma CARES played an important role in motivating her.</p> <p>Jynx Lopez also shared that she participated in Sonoma CARES in the past and it helped her earn an MA degree.</p> <p>Melanie Dodson shared she is excited to see that the number of Latino participants are increasing.</p>		
Membership Committee	<p>a. Resignation – Michelle Nardone Melanie Dodson announced that long time member Michelle Nardone is no longer working in early care and education and has resigned from the Council.</p> <p>b. Officer Election – Membership Chair Melanie Dodson asked those present if anyone was interested in taking on the role of Membership Chair. With no other volunteers, Carol Simmons announced that Debbie Blanton has expressed a willingness to serve if no one else offered. Melanie Dodson passed out nomination forms and asked those present to add Debbie Blanton as a nominee.</p> <p>c. Consumer Member Recruitment Melanie Dodson explained that CCPC is looking for more parents to participate on the Council. She passed out information and flyers and asked those present to please help distribute them.</p>	<p>a. Stephen Zollman moved to regretfully approve Michelle Nardone’s resignation. Chiara Bacigalupa seconded. Motion carried.</p> <p>b. Debbie Blanton was elected by unanimous vote as the new Membership Chair.</p>	<p>c. Carol Simmons will send out a pdf version of the Membership Recruitment flyer to members.</p>
Executive Committee	<p>a. June Retreat Follow-up Jynx Lopez explained that the 6 Core Values that were developed from the June</p>		

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	<p>Retreat have been put on a small laminated card, as well as key steps in ethical decision-making, as a way to help remind members of the June Retreat presentation on Ethical Decision-Making. She passed cards out to those present.</p> <p>Jynx Lopez asked for input on the June Retreat. The following input was noted:</p> <ul style="list-style-type: none"> • Need more time to process after the presentation • Need more time to create committees for the new year • Although the Council agreed on the time from 9:00am – 3:00pm, very few people stayed for the entire retreat • The space was nice, but a little small for the size of the group • A lot of information given in a short period of time • Appreciation was noted for the expertise of the trainer <p><i>All present agreed SCOE would make a nice place to hold future retreats.</i></p> <p>b. EIR Infographic</p> <p>Jynx Lopez passed out the draft version of the EIR Infographic that was created with the help of Studio B.</p> <p>Discussion was had about the content and appearance of the EIR Infographic. A few minor typos and formatting issues were noted. Further discussion was had about simplifying the language and clarifying the message.</p> <p>Some suggestions made were:</p> <ul style="list-style-type: none"> • Remove the blocks from the graphic on the lower left; use bullets or redesign it into a chart. Add a person with a briefcase. • Rephrase the language in the purple box so that “their” is defined; delete last phrase. • Combine the purple and white box (on the left) for better clarity. • Combine upper 2 boxes (orange and white), maybe replace with a graphic. Eliminate the “We save \$” • Rephrase “We save \$ by not spending on social problems later down the road” to read “By investing in early child hood education we save money by ...” • Look at Preschool California’s website for language suggestions. 		

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	<ul style="list-style-type: none"> • Clarify language in box with shopping cart - spent? • The age range on the bottom of the page "0-12 years of age – early childhood education works" is not how early childhood education is usually defined (0-8 years old). • Concern was noted where to find references for the information presented. • Use the language "Research shows that for every \$1 invested in early care and education, \$7 is saved in downstream society costs" (from Annual Report) to replace the language in orange and white boxes in the upper right. • Switch places for green job box and purple/white boxes. • Reverse job language to be active not passive. <p>Melanie Dodson indicated that these suggestions need to go back to the Executive Committee. Due to the extensive edits, it may require the allocation of more funds for the designer. This request will go to the Finance Committee.</p> <p>Margie Vondrak suggested the creation of a committee to help develop the final document. Cheryl Scholar and Elisabeth Chicoine volunteered to help with the editing. Further discussion was had about whether the process of editing the document could be done by email, and if so, then the whole Council could be included in the email process.</p> <p>c. Child Care Trends – removed from agenda for a future meeting</p> <p>d. Career Pathways Booklet Jynx Lopez explained that Carol Simmons, Joel Gordon and Chiara Bacigalupa created the Career Pathways Booklet. Lots of positive feedback was noted.</p> <p>e. Executive Committee Guidelines Protocol – Proposed Revisions Jynx Lopez reviewed the changes to the Protocol, explaining that this item will be presented for Council approval at the next meeting. She asked those present to share any input on the suggested revisions. No input was noted.</p> <p>f. Staff Evaluations Protocol – Proposed Revisions Jynx Lopez reviewed the changes to the Protocol, explaining that this item will be presented for Council approval at the next meeting. She asked those present to share</p>	<p>d. Jynx Lopez moved to approve the Career Pathways Booklet as submitted. Teri Clark seconded. Motion carried.</p> <p>g. Missy Danneberg</p>	<p>The EIR Infographic will be revised and then brought back to the Executive Committee.</p> <p>Carol Simmons will check Brown Act Rules regarding whether making editing recommendations on a Council document can be done by email.</p>

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	<p>any input on the suggested revisions. Melanie Dodson explained that the changes will allow greater feedback on the Coordinator’s annual review. No input was noted.</p> <p>g. Provider Resource Card Update Jynx Lopez explained that the Provider Resource Card has been updated.</p> <p>h. Continued discussion on whether to form an Outreach Committee Melanie Dodson opened the discussion on the possibility of forming an Outreach Committee.</p> <p>Stephen Zollman suggested blending the Outreach Committee with another committee. He stressed the importance of the Council going out into the community to get input on what the community feels is needed in the field of early care and education.</p> <p>Carol Simmons announced the change to the CCPC About page on the SCOE website that encourages the community to send us input.</p> <p>Jynx Lopez asked if those present would like to form a new committee or combine Outreach with the Advocacy Committee.</p> <p>Discussion was had about CCPC’s past outreach efforts.</p> <p>Noel Mitchell indicated that we do use input and base decisions on what we know people in the community need and want. She feels it is important to have a component of outreach in every project the Council works on.</p> <p>Carol Simmons explained that in the past, when appropriate, we have hosted events and forums to encourage the community to provide input (i.e. Child Care Plan).</p> <p>Stephen Zollmen indicated that people can’t afford to come to us. We need to go out</p>	<p>moved to approve the Provider Resource Card as submitted. Teri Clark seconded. Motion carried.</p>	

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	<p>to them.</p> <p>Jynx Lopez reminded the Council that, at one point, we designated members to attend the Chambers meetings, but we don't do that anymore.</p> <p>Margie Vondrak explained that, when developing the Child Care Plan, we did extensive outreach for a year before we began drafting the document. Carol Simmons added that, when closing the last Child Care Plan, we put together a large meeting to gather input.</p> <p>Carol Simmons commented that we could work on identifying which pieces of CCPC activities for which getting community input is appropriate and needed.</p> <p>Melanie Dodson noted her concern that to do formal outreach every year would take extensive time and would change the focus of the Council.</p> <p>Margie Vondrak explained that the role of the Coordinator is to do outreach. We could direct her to go where we feel the need is.</p> <p>Further discussion was had.</p> <p>Debb Reece shared that it would be helpful if the Council was more visible in the community.</p> <p><i>Due to time constraints, Melanie Dodson asked those present for permission to extend the meeting another 10 minutes. All agreed.</i></p> <p>Chiara Bacigalupa suggested the forming of an Ad Hoc Outreach Committee to explore how CCPC should perform future outreach efforts. Debb Reece, Stephen Zollman, Becky Hachmayer, Noel Mitchell, and Margie Vondrak volunteered to be on the committee.</p>	<p>h. Chiara Bacigalupa made the motion to create an Ad Hoc Outreach Committee to explore how CCPC should perform future outreach efforts. Stephen Zollman seconded. Motion carried.</p>	
<p>Coordinator Report</p>	<p>Carol Simmons indicated that the annual report on the Voluntary Temporary Transfer of Funds Process is included in the agenda packets.</p> <p>She shared that the Gold Resolution from the Board of Supervisors for CCPC as an</p>		

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	<p>Early Adopter of Upstream Investments is on display on the back table.</p> <p>She reported that CCPC has recently contracted with 2 new QIVs for the Gateway to Quality Program.</p> <p>She further explained that the READY project has begun engaging early childhood education experts.</p> <p>Also, CCPC's Annual Report will be on the agenda next month for approval.</p>		
Public Policy Update	<p>Public Policy Update Due to time restraints, this item was tabled for next meeting.</p>		
Member Announcements	<p>Noel Mitchell announced that the USDA and the Department of Defense have released a grant opportunity for development of a new curriculum to eventually take the place of Creative Curriculum. It is currently in the research phase. Once developed, ALL will have free access to it, as it will be public domain. She will forward a link with more information.</p> <p>Ed Sheffield announced that now is a good time to approach your representatives with any issues to focus on for 2014.</p>		
Adjournment		<p>Meeting adjourned at 11:10am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
Meeting Minutes Approved 10/4/2013
September 6, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Debbie Blanton, Chiara Bacigalupa, Elisabeth Chicoine, Teri Clark, , Melanie Dodson, Amy Howder-Thompson, Kathy Kelly, Jynx Lopez, Noel Mitchell, Ofelia Ochoa-Morris, Teri Porter, Cheryl Scholar, Marianne Schwarz-Kesling, Heather Sweet-Kricac, Cathy Vaughn, Margie Vondrak, and Stephen Zollman

Members Notified Absent: Missy Danneberg, Ray Decker, John Eberly, Becky Hachmyer, Susan Harvey, Tammy Larimore, Melita Love, Debb Reece, Katie Welch and Terry Ziegler

Members Absent: none

Advisors Present: Lara Magnusdottir

Guests: Leah Benz, Allison Goodwin, Olga King, Susan Cooper, Andrea Pickett, Erika Pryor and Jon Bell

Staff Present: Carol Simmons and Susy Marrón

Agenda Item	Discussion	Action	Follow-Up
Call to Order		Meeting was called to order by Co-Chair Jynx Lopez at 9:02am.	
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 August 2, 2013 • Executive Committee Guidelines Protocol Proposed Revisions • Staff Evaluations Protocol Proposed Revisions • Request for Letter of Support from 4Cs for Move of Preschools • Child Care Trends • Revised Gateway to Quality and new READY Budgets 	The Consent Calendar was approved by unanimous consent.	
Child Care	Teri Porter commented that her program is full, with a waiting list.		

Agenda Item	Discussion	Action	Follow-Up
Consumer/Child Care Providers Input	<p>Kathy Kelley commented that she is hearing that many ECE programs are fully enrolled.</p> <p>Carol Simmons reported that she heard from Angela Cuellar with eCenter that they have re-opened their Migrant Education Preschool in Cloverdale, are fully enrolled, and are recruiting additional staff.</p> <p>Melanie Dodson commented about discussions with her child’s Family Child Care Provider about the challenging decisions parents face about where to enroll their child.</p>		
Hot Topic – Dental Health Presented by Susan Cooper, DDS of Community Action Partnership and Andrea Pickett from Sonoma County Department of Health Services	<p>Dental Health</p> <p>Susan Cooper, DDS of Community Action Partnership and Andrea Pickett from Sonoma County Department of Health Services presented and PowerPoint and facilitated a discussion about outreach to families to prevent dental disease.</p>		
Membership Committee	<p>Debbie Blanton reported that there was not a quorum in order to hold a Membership Committee meeting today before the Council item, so there are no recommendations from the Membership Committee on these items.</p> <p>a. Leave of Absence</p> <p>Debbie reported that Melita Love submitted a request for a Leave of Absence, due to being accepted in an Ecology Leadership program for a year, with conflicting meeting times. She stated that if a Leave of Absence was not possible, then she would need to resign. Margie Vondrak shared the Executive Committee’s recommendation that we not implement a system for providing Leaves of Absence, as there is no real benefit to the Council to do so, and it is fairly easy for a member to re-apply once they become able to participate again. Marianne Schwarz-Kesling raised the issue of shorter Leaves of Absence, and Carol Simmons commented that</p>	<p>a. Debbie Blanton moved to not allow a Leave of Absence, but to regretfully accept Melita Love’s resignation, with a strong encouragement for her to re-apply for membership when she is again available to attend meetings. Cheryl Scholar seconded. Motion carried.</p>	

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	<p>there is an existing method for notified absences, and Membership Committee assessment of patterns of absences.</p> <p>b. New Membership Application: Gloria Leifried</p> <p>Debbie reported on the new Membership Application we received from Gloria Leifried, who is recently retired from Head Start, and is currently a CARES Plus independently contracted Peer Cohort Leader, and a newly contracted Gateway to Quality QIV. Margie Vondrak raised the issue of conflict of interest, and Carol reported on existing mechanisms to address this issue.</p> <p>c. Consumer Member Recruitment</p> <p>Debbie distributed again the current membership recruitment flyer, and asked members to disseminate them. A question was raised about whether the flyer should also be in Spanish, and whether it would work for a monolingual Spanish-speaker to be a member. Stephen Zollman suggested that looking into inclusion of the Spanish speaking community might be important to be considered, due to the demographics of our community. Ofelia Ochoa-Morris commented that the change process for a mainstream system to reflect a full commitment to inclusion can be a hard and uncomfortable process, yet worth exploring.</p> <p>d. Provider and Consumer Member Reimbursements</p> <p>Debbie reminded members of the existing protocol (copy in packets) to reimburse Provider and Consumer Members for costs to attend CCPC meetings. It was requested that anyone who anticipates needing this reimbursement this year please contact Carol soon to complete a request form so that appropriate funding can be budgeted.</p>	<p>b. Chiara Bacigalupa moved to accept Gloria Leifried’s application. Cathy Vaughn seconded. Motion carried.</p>	<p>b. Executive Committee will discuss additional ways to ensure transparency regarding member conflicts of interest.</p> <p>c. Executive Committee will discuss ways to consider language inclusivity.</p>
Executive Committee	<p>a. EIR Infographic</p> <p>Melanie Dodson facilitated group decision-making on final issues with graphic: color, removal of some content, changing central words, etc.</p>	<p>a. Melanie Dodson moved to approve the EIR Infographic with the changes as agreed upon by the Council.</p>	

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	<p>b. Committee Funding Requests</p> <p>Melanie asked each CCPC Committee to consider funding request needs at upcoming meetings, and to submit them before the October Council meeting.</p> <p>c. CCPC Annual Evaluation Report</p> <p>Melanie pointed out the page summarizing the input that the Executive Committee received from the CCPC members and staff at the end of last fiscal year, and the follow-up actions decided upon by the Executive Committee at their retreat. One of these resulted in the new yellow feedback sheets that will be available at each meeting. Melanie encouraged members to use them, and to turn in to the Co-Chairs.</p>	<p>Teri Clark seconded. Motion carried.</p>	<p>b. Carol will put Consideration of Funding Requests on each Committee's upcoming agendas.</p>
<p>Coordinator Report</p>	<p>Carol Simmons reported:</p> <ol style="list-style-type: none"> 1. There is one slot still available for the 2-day CLASS training on 9/10 and 9/11, for \$620. Please let her know ASAP if you or anyone you know is interested. 2. Due to the recent move of the CCPC offices to new rooms, there is some furniture and equipment available to other CDD-funded programs, if anyone is interested. 3. She distributed copies of: Provider Resource Cards, ECE Careers Booklet, new CCPC member business cards, and Math at Home for Preschoolers booklets. 		
<p>Public Policy Update</p>	<p>Public Policy Update</p> <p>Melanie Dodson shared that there is a lot of advocacy happening to prevent the Governor from taking a lot of funds for prisons, at the expense of human services needs. She also reported on efforts to have the CDD-funded contracts for state preschool programs adjusted to a higher daily reimbursement rate.</p> <p>Lara Magnusdottir reported that there are new upcoming Federal Child Care and</p>		

Agenda Item	Discussion	Action	Follow-Up
	Development Block Grant regulations.		
Member Announcements	<p>Lara Magnusdottir reported that 4Cs' VIP program is expanding into Petaluma, and is recruiting providers to participate. And that they will be beginning Accreditation Cohorts for VIP providers, that will also be open to other providers who are interested in participating.</p> <p>Margie Vondrak urged everyone to complete and submit In-Kind forms.</p> <p>Jynx Lopez announced RCCS' upcoming golf fund raiser on 9/13.</p> <p>Melanie Dodson announced 4Cs' upcoming fundraiser at the Rio Nido Roadhouse – BBQ and music – on 9/14. She also announced the deadline this Sunday to submit nominations for this year's Champions for Children.</p> <p>Carol Simmons announced the Advocacy Committee meeting which will be held immediately following this meeting, and invited all to attend. She also offered public thanks to Lorie Siebler who did the lion's share of the work on the new Child Care Trends document in today's packet.</p>		
Adjournment		Meeting adjourned at 11:00am by unanimous consent.	



Child Care Planning Council of Sonoma County
October 4, 2013 Meeting Minutes
 SCOE, Santa Rosa
Approved 11/1/2013

Members Present: Carrie Anabo, Elisabeth Chicoine, Ray Decker, Melanie Dodson, John Eberly, Becky Hachmyer, Susan Harvey, Amy Howder-Thompson, Tammy Larimore, Gloria Leifried, Noel Mitchell, Ofelia Ochoa-Morris, Teri Porter, Debb Reece, Cheryl Scholar, Heather Sweet-Kricac, Cathy Vaughn, Margie Vondrak, Terry Ziegler and Stephen Zollman

Members Notified Absent: Debbie Blanton, Chiara Bacigalupa, Teri Clark, Missy Danneberg, Kathy Kelly, Jynx Lopez, Marianne Schwarz-Kesling, and Katie Welch

Members Absent: none

Advisors Present: none

Guests: Leah Benz, Allison Goodwin, Olga King, Angela Cuellar, Erika Pryor and Kellie Noe

Staff Present: Carol Simmons and Susy Marrón

Agenda Item	Discussion	Action	Follow-Up
Call to Order		Meeting was called to order by Co-Chair Melanie Dodson at 9:02am.	
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved as submitted by unanimous consent.	
Public Comments	No public comment was heard. Carol Simmons commented that an explanation of Public Comments (and Consent Calendar) is now on the bottom of the agendas.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of September 6, 2013 • Request for Letter of Support from RCCS for Move of Preschools • CCPC Advocacy Platform 	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers	Angela Cuellar spoke about e-Center's reopened Migrant Education Preschool in Cloverdale, after a one-year closure. They are still recruiting for staff for their seasonal program. It was asked if other programs were having challenges filling staff		

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Input	<p>positions, and several providers responded yes, perhaps due to the improving economy.</p> <p>Terry Ziegler reported that her participation with the VIP (Value in Preschool) program is going very well at her Rohnert Park site, and that all 3 of her centers are full for the first time in a long time. She also reported that she had a very helpful immunization audit by Public Health.</p> <p>Melanie Dodson reported that they still have spaces in their programs in Windsor and Healdsburg. A suggestion was made to advertise openings to local child care providers.</p>		
Hot Topic –Hot Topic Planning	<p>Hot Topic Planning</p> <p>Melanie Dodson presented the tentative plan and calendar developed by the Executive Committee, and requested input about the calendar, and whether to have Hot Topics and/or guest speakers at each meeting.</p> <p>Cathy Vaughn commented that she likes the guest speakers, as did Noel Mitchell. Terry Ziegler mentioned that her favorite speaker so far was Nina Buthee who explained the subsidy funding. Stephen Zollman asked if identifying developmental concerns would be part of the topic discussed under Brain Development Research; Melanie responded that we could look for a speaker who would include that. John Eberly requested that the Executive Committee consider further the issue of outreach to the Latino community, and look at the SRJC’s model of commitment in the upcoming report of community input to their Strategic Plan. Terry Ziegler commented that she would like to hear CCPC members make presentations. Ofelia Ochia-Morris said that she would like to hear more about the SRJC’s process of engaging Latinos. Allison Goodwin commented that the SRJC report included statistics. Amy Howder-Thompson said she would like to hear more about autism. Tammy Larimore suggested that we leave some months unscheduled to leave room for emerging topics. Noel Mitchell mentioned that she knows of an excellent physician speaker on brain development; she will send the info to Carol. Erika Pryor suggested a way to share information about CCPC members and organizations could be by each member creating a PowerPoint slide. Discussed potential Regional Initiatives to feature – Petaluma’s Ready by 21, Sonoma Valley’s Educational</p>		Executive Committee will review input and recommend next steps.

Agenda Item	Discussion	Action	Follow-Up
	Foundation.		
Executive Committee	<p>a. Committee Funding Requests</p> <p>Margie Vondrak and Melanie Dodson presented the list of requests to date, and asked for input to go along with these requests to the Finance Committee.</p> <p>There was discussion about the logo update, and Carol Simmons explained the inexpensive proposal to update the format, font and outline of the children.</p> <p>There was discussion about the ECE Workforce Survey: John Eberly suggested a potential partner – the Dean of Career Technical Education at SRJC, Jerry Miller. Erika Pryor asked about the purpose of the survey. Terry Ziegler commented that it might not be a valuable time to do a wage survey, since wages have been frozen for several years. Others responded that even so, it’s important to document and to have current information.</p> <p>A suggestion was made that the standing annual funding needs (ADA accommodations, Provider/Consumer reimbursements, etc.) for the Projects and Activities funds be included as a Finance Committee request.</p> <p>Potential expense for the Facilities Development Collaborative might be to update and reprint the Handbook.</p> <p>b. Assessing Funding Opportunities – new Protocol</p> <p>Margie Vondrak presented the draft protocol for review and discussion.</p> <p>c. CCPC Subcontractors and Independent Contractors</p> <p>Margie Vondrak reported that as a result of the discussion at the last Executive Committee meeting regarding transparency of conflicts of interest, this list has been included in today’s meeting packet, and the Co-Chairs will have a copy with them at each meeting.</p>	<p>b. Cheryl Scholar moved to approve the Assessing Funding Opportunities Protocol as submitted. Ray Decker seconded. Motion carried.</p>	<p>Input will be brought to Executive and Finance Committee meetings.</p>

Agenda Item	Discussion	Action	Follow-Up
	<p>d. Executive Committee Goals for 2013-2014</p> <p>Margie Vondrak presented the Executive Committee’s goals for the year, and requested any Council questions or feedback.</p> <p>Stephen Zollman suggested that a goal to be added would be monitoring efforts to: 1) support members to solicit information from and inform the community, and 2) reach out to stakeholders, per the recommendations of the Ad Hoc Outreach Committee (which will be presented in upcoming agenda item).</p> <p>John Eberly asked for clarification about Goal #1; Melanie Dodson responded that it is primarily about developing a Memorandum of Understanding between CCPC and SCOE.</p> <p>e. 9/6/13 CCPC Meeting Feedback Follow-up:</p> <p>i. Amount of time/content – Margie Vondrak reported that the Executive Committee is working hard each time to address these concerns.</p> <p>ii. Spanish speaking members – Margie further reported that the Executive Committee looked at the fact that other public bodies do not provide translation of public meetings into Spanish (Board of Supervisors, Board of Education) and felt that providing this level of translation was not feasible for us at this time. The Committee feels the Membership Committee should focus membership recruitment on bilingual, bicultural persons.</p> <p>Discussion – Ofelia Ochoa-Morris commented that she felt that recommendation was reasonable, and that if we decide that, that we accept that is where we are at this point. Stephen Zollman suggested that we receive regular reports about efforts to recruit bilingual/bicultural members. Terry Ziegler suggested we get input from the Latino community by attending other community meetings. Allison Goodwin suggested that each of us who attend CCPC meetings can be liaisons at other meetings we attend. Ofelia Ochoa-Morris suggested that we create a position paper about inclusivity. Discussed the new section on the website that solicits feedback from the community.</p>		<p>Executive Committee will consider input received.</p> <p>Executive</p>

Agenda Item	Discussion	Action	Follow-Up
	<p>John Eberly suggested another good venue to solicit input is at the trainings, such as CPIN trainings, at which a lot of Latino providers are present. Upcoming ECE conference in March was also noted as a good venue for this.</p> <p>iii. Times on agendas approximate Margie Vondrak reported that based on advice from County Counsel, we have added the work “approximate” to the Time section on our agendas.</p>		<p>Committee will consider input received.</p>
<p>Ad Hoc Outreach Committee Report</p>	<p>Noel Mitchell reported that she and Stephen Zollman and Carol Simmons met. Ideas developed were that we develop Talking Points for members about what CCPC is, has to offer and how people can utilize us, and add CCPC to the Provider Resource Card as a venue to address systemic ECE concerns.</p> <p>Discussion points: Could share more information about members’ organizations via a PowerPoint. We should be proactive in gathering stakeholders’ issues. ECE workforce doesn’t know about CCPC. We need to support child care providers in prevention and detection of developmental concerns and special needs, when they rise to the level of systemic issues. We should identify gaps in services. We should address gaps in services for special needs/autism. As part of the Needs Assessment, we could be more specific about identifying these kinds of needs. We need more informal ongoing needs assessment.</p>		<p>Ad Hoc Committee’s recommendations and CCPC input will go to the Executive Committee for consideration of next steps.</p>
<p>Coordinator Report</p>	<p>Carol Simmons:</p> <ol style="list-style-type: none"> 1. Passed out last CCPC Values Cards to members. 2. Reported on the Provider Evening of Honor on April 11th. 3. Reported that the First 5 ECE Committee is discussing Quality Rating Improvement Systems, and possible implementation in Sonoma County. 4. Reported that our 2-day CLASS training was fully enrolled and much appreciated. 5. Shared Fresno County LPC and Monterey First 5 Commission loved our EIR infographic and want to adapt it for their counties. 		

Agenda Item	Discussion	Action	Follow-Up
	<p>6. Reported on final CCELP report.</p> <p>Susy Marrón reported that CARES had enrolled 161 participants at the enrollment deadline, and that we have launched a second enrollment period for the two new CARES Components (CORE only and Component A) which ends November 29th.</p>		
Public Policy Update	<p>Public Policy Update</p> <p>Impacts of Federal Shut Down:</p> <p>Ofelia Ochoa-Morris reported that Sonoma County Head Start is not currently affected, and will be fine until February 2014. However, nationally, 19,000 children are losing care.</p> <p>Noel Mitchell reported that 2 of her staff are furloughed, and if it continues more than a few weeks, the rest of the staff will get Promissory Notes instead of paychecks.</p> <p>Elisabeth Chicoine reported that WIC is OK for the month of October, but clients are only receiving one-month's worth of funding instead of the usual three-months' worth, and will need to return.</p> <p>Melanie Dodson reported that the Child Care Food Program is also OK for the month of October. She also reported that CDD has informed child development programs that November allocations will be forthcoming.</p> <p>Tammy Larimore reported that due to the end of ARRA funds, CalFresh amounts will be decreasing.</p>		
Member Announcements	<p>Teri Porter announced that October is Domestic Violence Prevention month, and there is an upcoming fundraiser at Lagunitas. She also passed out purple ribbons.</p> <p>Elisabeth Chicoine announced that the Maternal Child Adolescent Health Advisory Board is recruiting for an early education representative.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Cathy Vaughn announced that PACE is holding its annual conference from October 18th-20th in Southern California, near Disneyland; info at pacenet.org</p> <p>Carol Simmons announced the Advocacy Committee meeting which will be held immediately following this meeting, and invited all to attend.</p>		
Adjournment		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
Meeting Minutes – Approved 12/6/2013
November 1, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Missy Danneberg, Melanie Dodson, John Eberly, Amy Howder-Thompson, Kathy Kelly, Jynx Lopez, Noel Mitchell, Ofelia Ochoa-Morris, Teri Porter, Debb Reece, Cheryl Scholar, Marianne Schwarz-Kesling, Heather Sweet-Krikac, Cathy Vaughn, Margie Vondrak, Katie Welch, and Terry Ziegler

Members Notified Absent: Debbie Blanton, Elisabeth Chicoine, Teri Clark, Ray Decker, Becky Hachmyer, Susan Harvey, Tammy Larimore, Gloria Leifriedc and Stephen Zollman

Members Absent: none

Advisors Present: Lara Magnusdottir

Guests: Charlie Briones, Jenny Copeland, Angela Cuellar, Allison Goodwin, Kellie Noe, Erika Pryor, Katie Sanchez, Debra Sanders, and Jennifer Sylvester

Staff Present: Carol Simmons and Susy Marrón

Agenda Item	Discussion	Action	Follow-Up
Call to Order	Co-Chair Jynx Lopez opened the meeting with introductions, a reminder about Brown Act compliance, a reminder about the CCPC mission to “convene and inspire”	Meeting was called to order by Co-Chair Jynx Lopez at 9:08am.	
Approval of Agenda	Approval of/Revisions to the Agenda Carol Simmons asked that the title of item 8a be corrected to read “Draft Revision to 2013-2014 CCPC Budgets”.	Agenda approved with the recommended revision, by unanimous consent.	
Public Comments	Katie Sanchez made an announcement about CalPREP seeking volunteers to mentor high-need students to improve college readiness. Jennifer Sylvester coordinator for Sonoma County Childhood Lead Poisoning Prevention Program shared that they offer case management and environmental investigation services for children with lead poisoning issues.		

Agenda Item	Discussion	Action	Follow-Up
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of October 4, 2013 • CCPC Annual Compliance Report to Child Development Division • Financial Processes Protocol 	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers Input	Missy Danneberg reported that SCAN will be showing “The Bully Movie on Friday, Decemder 6 th ”.		
Hot Topic – School Age and Teen Issues in Out-of-School Time Programs	<p>School Age and Teen Issues in Out-of-School Time Programs - Missy Danneberg, Extended Child Care; Heather Sweet-Krikac, Social Advocates for Youth; and Katie Welch, Boys and Girls Club of Central Sonoma County</p> <p>The panel each provided brief information about their agencies, and then took turns responding to Co-Chair Lopez’ questions about issues and trends.</p> <p>Recent changes/trends – Transitional Kindergarten - resulting in younger children in programs, increased numbers of children with special needs, harder to hire qualified staff, dealing with increased use/dependence on technology, harder to engage older youth, funders don’t want to fund prevention – hard to document results of what didn’t happen!</p> <p>Enrollment issues – middle-school enrollment lower, follow-through/completion, lots of need for services for younger children</p> <p>Successes – mentoring (especially by peace officers), gardening, “family tune-up” visits, graduates coming to volunteer, partnering with other organizations, see kids over long period of time (K-6th grade!), lot of 6th graders still want to come, program clubs, family outreach nights, offering supper for families, expansion to Housing site, Girls Day/Boys Night, summer camps</p> <p>Challenges – Transitional Kindergarten requires change of curriculum, bullying, serving teens, parents not supporting academic success, parent lack of awareness of importance of technology access, response to recent shooting death of Andy Lopez, inadequate resources, transportation, teens needed to be at home to care for younger siblings</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>What CCPC could address – help with gang and drug prevention, shared resources/connections/co-location of services, partnerships with schools</p> <p>Q&A – staff:child ratios, staff qualifications, kids free to leave, bullying, SAY Dream Center update</p> <p>Discussion on school partnerships – needs change of culture, leadership shift, see staff as part of instructional team, collaboration not competition.</p>		<p>CCPC could promote ECE perspective on Community Schools, per Cradle to Career Dialogue last week. To Executive Committee.</p>
Executive Committee	<p>a. 10/4/13 CCPC Meeting Feedback Follow-up – Melanie Dodson shared the following information:</p> <p>i. Outreach Talking Points – developed in response to Ad Hoc Advocacy Committee’s recommendation to full Council, and Council agreement. Copies in packets for members to use.</p> <p>ii. Statement on Culturally Responsive ECE – draft revision – developed by staff per Council request at last meeting; solicited input – one idea to add responsiveness to additional language needs as they arise. Further input may be sent to Carol.</p> <p>iii. Wi-fi info on agenda – per request at last meeting, info now on top of each agenda so emailed documents can be accessed electronically during the meeting if desired.</p> <p>b. Business Research Project Using EIR Infographic – Josh Baker, previous employee at PACEAPP and 4Cs, with CCPC support and review, is using the CCPC EIR Infographic in his research survey of Rohnert Park business owners on their knowledge of the importance of investments in ECE</p>		<p>ii. To Consent Calendar next meeting.</p>
Finance Committee	<p>a. Draft Revision to 2013-2014 CCPC Budgets Margie Vondrak presented the draft revision, separating the CARES contract into 2 time periods.</p>	<p>a. Missy Danneberg moved to accept the draft revision of the 2013-2014 CCPC budget as submitted.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>b. CLPC Projects and Activities Budget Recommendations Margie Vondrak presented the Finance Committee’s recommendations for allocations.</p> <p>c. Proposed Revision to Contracting Protocol Margie Vondrak presented the proposed phrase to add.</p> <p>d. Needs Assessment Brainstorming Ideas to Executive Committee Margie Vondrak reported that the Finance Committee had some suggestions about the scope and components of the Needs Assessment, which will be brought to the Executive Committee, and then to the full Council.</p>	<p>Cathy Vaughn seconded. Motion carried.</p> <p>b. Missy Danneberg moved to accept the CLPC Projects and Activities Budget Recommendations as submitted. Noel Mitchell seconded. Motion carried.</p>	<p>c. Will come to next CCPC meeting as Consent Calendar item.</p>
Advocacy Committee	<p>a. CCPC Advocacy Priorities for 2013-2015 Heather Sweet-Krikac shared the draft CCPC Advocacy Priorities for 2013-2015.</p> <p>b. Advocacy Committee Goals and Strategies for 2013-2014 Heather reported that the Goals and Strategies will be presented to the Executive Committee at their next meeting.</p>	<p>a. Heather Sweet-Krikac moved to accept the CCPC Advocacy Priorities for 2013-2015 as submitted. Amy Howder-Thompson seconded. Motion carried.</p>	
Coordinator Report	<p>Coordinator Report:</p> <p>1. Update on Early Learners Conference – Carol Simmons reported that the Planning Committee is moving forward very well on the March 8th full-day conference. Jane Perry, PhD will be the keynote, and we are currently recruiting</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>presenters. We were not granted our mini-grant application request, but were encouraged by First 5 staff to request sponsorship of the event.</p> <p>2. Report from California Child Care Coordinators Association Annual Conference – Carol Simmons reported on her attendance on October 17th and 18th in Fresno, and she shared some key learnings about Quality Rating Improvement Systems, Birth to 3rd grade frameworks, Children’s Movement of Fresno data and CDE updates.</p> <p>3. Carol passed out copies of the CCPC membership list that includes job positions and agencies, to increase members’ awareness of each other’s’ roles.</p> <p>4. Carol announced that she had just received a Membership Application from Angela Cuellar, which she shared with the Membership Chair. Hopefully a recommendation on appointment will come to the next CCPC meeting.</p> <p>5. Carol asked those present how many would be able to attend the January 3rd regularly scheduled CCPC meeting: 8 yes, and 7 no.</p>		
Member Announcements	<p>John Eberly reminded the group about the California Department of Education, Child Development Division’s Stakeholder Survey, in which they are asking for input on future foci for the department. John encouraged providing feedback about the importance of Infant/Toddler care, lab schools and unique identifiers. Melanie Dodson encouraged support for raising the Standard Reimbursement Rate. Carol will re-send the link to the survey.</p> <p>Lara Magnusdottir reported that through their VIP program, they will be launching their NAEYC Accreditation Cohort meetings. It is open to both VIP providers and others. She reported that it has taken a lot of staff one-on-one in-person visits to recruit participation.</p> <p>Melanie Dodson announced the Champions for Children event on November 7th, a fundraiser for 4Cs and an opportunity to honor local advocates for children! She also announced that 4Cs still has subsidized openings available for the preschools in</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Windsor and Healdsburg.</p> <p>Jynx Lopez announced that there are subsidized openings for preschool in Monte Ria and Sebastopol, which will be opening soon.</p> <p>Debra Sanders announced that there are links on the SCOE website for services for foster or homeless youth – one-on-one tutoring is available for school-ages children.</p>		
Adjournment		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
Meeting Minutes – Approved January 10, 2014
December 6, 2013
 SCOE, Santa Rosa

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Elisabeth Chicoine, Teri Clark, Missy Danneberg, Melanie Dodson, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Kathy Kelly, Heather Sweet-Krikac, Tammy Larimore, Jynx Lopez, Noel Mitchell, Ofelia Ochoa-Morris, Teri Porter, Marianne Schwarz-Kesling, Margie Vondrak, Katie Welch, and Stephen Zollman

Members Notified Absent: Ray Decker, Susan Harvey, Cheryl Scholar, Cathy Vaughn, and Terry Ziegler

Members Absent: Gloria Leifried and Debb Reece

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

Agenda Item	Discussion	Action	Follow-Up
Call to Order	Co-Chair Melanie Dodson opened the meeting with introductions and a reminder of CCPC's core values.	Meeting was called to order by Co-Chair Melanie Dodson at 9:00am.	
Approval of Agenda	Approval of/Revisions to the Agenda	Agenda approved by unanimous consent.	
Public Comments	No public comment heard.		
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of November 1, 2013 • Revision to “Statement on Culturally Responsive Early Care and Education” • Revision to “contracting Protocol” <p>Stephen Zollman asked that the minutes reflect that he was not present at the last meeting.</p>	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers	Missy Dannenberg reported that ECC is having a difficult time finding eligible candidates for open child care positions. She suspects this is a result of the opening of the new Graton Casino where the pay for jobs is higher and they provide benefits.		The Executive Committee will look into ways to

Agenda Item	Discussion	Action	Follow-Up
Input	<p>Debbie Blanton, Jynx Lopez and Kathie Welch indicated that their agencies are also experiencing the same problem.</p> <p>It was suggested to invite a casino representative as a resource/business partner to CCPC.</p>		engage the Graton Casino.
Hot Topic – Community Schools	<p>Community Schools presented by Leah Benz, First 5 Sonoma County and Nubia Padilla, Community Action Partnership</p> <p>Leah Benz shared that Community Schools is a strategy about bringing resources to the school, making it a central hub of information. It is both a place and a set of partnerships between the school and other community resources. Leadership is shared between the community school coordinator and the school Principal.</p> <p>A few of the key components are:</p> <ul style="list-style-type: none"> • after school and summer enrichment programs • parent involvement • adult education • medical, dental, mental health and social services • early childhood and community • economic development <p>Nubia Padilla spoke about her experience spearheading Via Esperanza, a project of CAP. Via Esperanza includes a family resource center, with infant and toddler programs and a variety of parent classes that target the Spanish-speaking population. The program is located on the campus of Cook Middle School. She meets every week with the school Principal in order to work together and align agendas. Via Esperanza encourages parent involvement. They have many projects pending as they work towards becoming a hub of resources, such as a community garden. Their goal is to be family friendly, welcoming participation from the community and encouraging parent volunteers. ESL and financial classes will begin in January. They are also planning to host activities for Migrant Ed during the summer. Their funding comes from First 5 Sonoma County.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Nubia Padilla indicated that she would like ideas of how to partner with other services and asked what other services or best practices can help their program.</p> <p>Discussion was had about the history and future of Via Esperanza.</p> <p>Melanie Dodson opened the discussion to what CCPC’s role should be in supporting community schools. Ideas discussed are as follows:</p> <ul style="list-style-type: none"> • Core issue: sharing a school campus and becoming a part of the school culture - being accepted by the school. CCPC could reach out to school Principals. • Important for the Superintendent of the school district to buy into the concept from the beginning. Invite Superintendents to a planning council meeting. • Changing the school culture requires the Principal to be the driving force. • Link community partners with what is going on in community schools by inviting such partners to participate with CCPC. • Outreach to stakeholders to find out what they need and want from us. • Focus on how Early Childhood Education fits into the community school concept. • Promote parent engagement. • Remember CCPC’s mission statement. Focus on who we should bring to the table and how we could educate. • Share the needs assessment data with schools. • Be a part of the Ready conversation. Look at how ECE can be a part of what is already going on. • Bring in those who can help with facility needs to make spaces usable for community schools. • Focus on the bigger picture. <p>Carol Simmons asked those with any further input/ideas to please email her.</p> <p>The above ideas will be reviewed by the Executive Committee and then brought back for further discussion at the next council meeting.</p>		<p>Discussion ideas will be reviewed by the Executive Committee and then brought back for further discussion at the next council meeting.</p>

Agenda Item	Discussion	Action	Follow-Up
Executive Committee	<p>a. 11/1/13 CCPC meeting feedback follow-up Jynx Lopez shared the results of the meeting feedback follow-up forms from the last meeting. All feedback was positive with a note for more opportunities for further questions.</p> <p>b. Clarification of CCPC role - Community meetings participation, What We Do In an effort to illustrate how the council participates in the community with stakeholders, the Executive Committee included a spreadsheet of community participation in the agenda packet.</p> <p>Carol Simmons shared a new page for the CCPC New Member Orientation on the role of CCPC in the community, which was also included in the agenda packet.</p> <p>c. Form Needs Assessment Committee Jynx Lopez asked who would like to participate on the Needs Assessment Committee. Carol Simmons explained that the Needs Assessment is due in 2014 and we are mandated to create a data sheet. The purpose of the committee is to determine how to design the Needs Assessment and if a consultant is needed. Margie Vondrak, Stephen Zollman, Lara Magnusdottir/Lori Siebler, Amy Howder-Thompsons, and Jynx Lopez (or RCCS staff member) volunteered. Marianne Schwarz-Kesling, Teri Clark, Melanie Dodson will participate by email.</p> <p>d. CCPC CARES Workgroup Carol Simmons explained that there are a few CARES Plus issues to address for next year's program and would like to bring recommendations to the ECE Consortium meeting in January. She asked those present if we should hold a CCPC CARES workgroup prior to the meeting or have the workgroup members attend the January meeting. The meeting will be held on January 13th from 2:30pm – 4:30pm at First 5.</p> <p>It was agreed that the CCPC CARES Workgroup members will be invited to attend the Consortium meeting.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>e. Draft revision to Staff Evaluations Protocol Jynx Lopez and Melanie Dodson explained the revisions. Although CCPC will be using SCOE evaluation forms, the Executive Committee has aligned the Protocol to also include the planning council’s original content.</p> <p>Discussion was had about the role of SCOE in the evaluation process.</p> <p>This protocol will be brought to the council next month for approval.</p> <p>f. January meeting – reschedule to 1/10, and Hot Topic (READY) Those present were reminded of the change in date for the January meeting.</p> <p>g. February meeting – Retreat topics Jynx Lopez shared some topic ideas for the February retreat and asked for input:</p> <ul style="list-style-type: none"> • Children’s funding stream • QRIS • Community Schools <p>Discussion was had about the topic choices. The majority present preferred the topic to focus on funding and have a presenter to inspire.</p> <p>Carol Simmons asked if the retreat should be full day or half day. It was agreed that a half day would work best. The retreat will be held on February 7th from 9:00am – 1:00pm with a potluck lunch. Carol Simmons will organize the food.</p> <p>The Executive Committee will bring back the list of possible hot topics for members to review for picking the June retreat topics.</p>		<p>The Executive Committee will bring back the list of possible hot topics for members to review for picking the June retreat topic.</p>
<p>Membership Committee</p>	<p>a. Member resignation – Ray Decker Debbie Blanton shared Ray Decker’s letter of resignation.</p>	<p>a. Tammy Larimore moved to regretfully accept the resignation of Ray Decker. Chiara</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>b. New Member Applications - Angela Cuellar and Kellie Noe Debbie Blanton reviewed both Angela Cuellar and Kellie Noe’s applications.</p> <p>c. Category Changes Debbie Blanton reviewed the suggested category changes:</p> <ul style="list-style-type: none"> • Melanie Dodson from Community Seat to Discretionary or Consumer Seat • Jynx Lopez to Discretionary Seat • Ofelia Ochoa-Morris, Heather Sweet-Kricac and Stephen Zollman from Discretionary to Community • Rebecca Hachmyer from Discretionary to Consumer • Katie Welch from Provider to Consumer. <p>Discussion was had about moving agency employees to consumer seats. As the Membership Committee is able to recruit more Child Care Consumers they will consider re-evaluating that change.</p> <p>d. Member re-appointments** Debbie Blanton reviewed the list of members eligible for re-appointment.</p>	<p>Bacigalupa seconded. Motion carried.</p> <p>b. Tammy Larimore moved to accept the new member applications for Angela Cuellar and Kellie Noe. John Eberly seconded. Motion carried.</p> <p>c. Marianne Schwarz-Kesling moved to accept the re-appointments of all eligible members. Chiara Bacigalupa seconded. Motion carried.</p> <p>d. Marianne Schwarz-Kesling moved to accept the re-appointments of all eligible members listed. Kathy Kelly seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>e. Proposed revision to Acknowledgment of Members Service Protocol Debbie Blanton explained the changes to the Protocol that will be brought to the council next month for approval.</p> <p>f. Members PowerPoint Debbie Blanton mentioned that at the last council meeting members suggested we post a PowerPoint on the CCPC website that introduces the members. The Membership Committee is recommending that, instead, we investigate having popups display when the mouse hovers over a member’s name on our website. Each popup would have a photo and bio of that member. It was also suggested that, at the retreat, we have an icebreaker that encourages members to share more about themselves.</p>		
	<p>Due to time restraints, Melanie Dodson asked if those present could stay a few minutes past the hour. The meeting was extended by unanimous consent.</p>		
Coordinator Report	<p>Coordinator Report:</p> <p>1. Update on Early Learners Conference – Carol Simmons updated those present. The committee has recruited great presenters and has received a grant for sponsorship from First 5 for \$5,000 to help offset costs.</p> <p>2. Partnership for Children Update – Carol Simmons explained that, in an effort to step back and see what Partnership for Children’s new role will be, the Steering Committee has moved to quarterly meetings.</p> <p>3. In-kind Forms – Carol Simmons reminded those present to please submit their In-kind Forms to Margie Vondrak.</p>		
Member Announcements	<p>Noel Mitchelle announced that the Sonoma County AEYC is hosting a “dine and donate” at Mary’s Pizza. She passed out flyers. They will also be holding a membership meeting at Mary’s on that night to encourage new members.</p>		
Adjournment		<p>Meeting adjourned at 11:05am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
January 10, 2014
 SCOE, Santa Rosa

Meeting Minutes Approved on 2/7/14

Members Present: Debbie Blanton, Teri Clark, Angela Cuellar, Missy Danneberg, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Kathy Kelly, Kellie Noe, Heather Sweet-Krikac, Tammy Larimore, Gloria Leifried, Jynx Lopez, Noel Mitchell, Teri Porter, Cheryl Scholar, Margie Vondrak, Katie Welch, Terry Ziegler, and Stephen Zollman

Members Notified Absent: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Melanie Dodson, Susan Harvey, Ofelia Ochoa-Morris, Marianne Schwarz-Kesling, and Cathy Vaughn

Members Absent: Debb Reece

Advisors Present: Lara Magnusdottir

Guests Present: Allison Goodwin and Megan Sirna

Staff Present: Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Call to Order	Chair-Elect Kathy Kelly opened the meeting with introductions and an announcement of the change to the Brown Act requiring disclosure of each member's vote.	Meeting was called to order by Chair-Elect Kathy Kelly at 9:00am.	
Approval of Agenda	Approval of/Revisions to the Agenda Kathy Kelly announced the change to the agenda where she will be leading the meeting instead of Co-Chair Jynx Lopez.	Agenda approved by unanimous consent.	
Public Comments	No public comment heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of December 6, 2013 • Revision to Staff Evaluations Protocol • Revision to Acknowledgement of Members Service Protocol 	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers	Kathy Kelly mentioned the Universal TK (SB 837) press release. Margie Vondrak shared that there was a great article in the paper the other day about the budget and that there is no money to back the Bill. Discussion was had that there is not		

Agenda Item	Discussion	Action	Follow-Up
Input	<p>much information at this time.</p> <p>Terry Ziegler announced that her site has experienced great success with First 5's VIP program.</p> <p>Noel Mitchell shared that her program has a new requirement that all kids must receive flu shots. This has caused some problems with parents. Discussion was had about immunization requirements.</p>		
<p>Hot Topic – READY Presentation by Megan Sirna, Ready Project Coordinator and Kellie Noe, Program , Planning and evaluation Analyst</p>	<p>READY Presentation by Megan Sirna, Ready Project Coordinator and Kellie Noe, Program, Planning and evaluation Analyst</p> <p>They began the presentation by showing a short video on the US educational ranking and then a PowerPoint slideshow.</p> <p>The goal of READY is to build upon the strengths of existing community activities by increasing the quality of early childhood education, promoting the successful transition of children into kindergarten, and establishing the foundation for long term success.</p> <p>READY uses the Cradle to Career and Upstream Investments strategies with the long term goal of closing the achievement gap.</p> <p>Kellie Noe spoke about the opportunity gap where access to success is limited by socioeconomic disadvantages and the achievement gap where well-prepared Kindergarteners are 10 times more likely to meet state academic standards in 3rd grade. She noted a large disparity between white and Latino students.</p> <p>Megan Sirna spoke about READY's strategy to close the achievement gap by facilitating the transition from ECE to Kindergarten and increasing the quality of ECE. These strategies include:</p> <ul style="list-style-type: none"> • ECE Coaching • READY Teams (Place-based partnerships with members from ECE, K-12, local CBOs and parents) 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> Standardized Kindergarten Assessments (Using DRDP-SR) <p>They are looking to pilot test the program starting in August 2014. The pilot locations they are looking at are: Santa Rosa, Guerneville, Healdsburg, and Sonoma valley.</p> <p>Stephen Zollman requested that members have access to the slideshow. Kellie Noe suggested that CCPC send out the document and links about the Collective Impact Framework to all members.</p> <p>Missy Dannenberg stressed the importance of communicating with parents to make sure they are aware of what is going on and their role. Megan Sirna shared that the goal in READY’s engagement package is to communicate with the parents and keep them engaged in their children’s educational experience.</p> <p>Lara Magnusdottir asked about the longevity of the program. What happens when the funding goes away? Megan Sirna explained that READY has funding for 3 years and they are working on the program’s sustainability beyond that.</p> <p>John Eberly asked about the recruitment of Kindergarten teachers and noted that it would be important to have teachers with all sorts of backgrounds in their program (not just ECE experience). Megan Sirna indicated that they would have all teachers in the pilot school participate.</p> <p>Cheryl Scholar asked about the link between healthy eating and school success and its role in READY. She noted her concern that it is a crucial piece that may be missing. Kellie Noe shared that nationally there is data that shows proper nutrition affects student achievement but there is nothing local. One of her goals is to obtain some local data that will back up this link.</p> <p>Cheryl Scholar also shared her concern that teachers are already overwhelmed with programs and initiatives and that READY might become “one more thing” to add to their already full plates. Kellie Noe shared that they are aware of this concern and</p>		<p>Carol Simmons will send out the slideshow and links to CCPC members.</p>

Agenda Item	Discussion	Action	Follow-Up
	believe that the support and engagement they provide will help with READY's success.		
	<p>Rebecca Hachmyer arrived at 9:10. Debbie Blanton arrived at 9:30am. Amy Howder-Thompson, Tammy Larimore, Kellie Noe, and Terry Ziegler left the meeting at 10:00am.</p>		
Executive Committee	<p>Jynx Lopez reminded those present to please complete the Member Meeting Feedback forms.</p> <p>a. Written Report Review Jynx Lopez explained that, after reviewing feedback from the December CCPC meeting, the Executive Committee has decided to provide written Executive Committee and Coordinator reports, and discuss items as needed.</p> <ul style="list-style-type: none"> • Graton Casino – will work on developing relationships with tribal child care representatives. • Community Schools – will continue to engage and report through READY; will send PowerPoint from Leah/Kellie, and encourage members to continue to build relationships with schools. • Change in Brown Act – the change requiring disclosure of each member's vote will be addressed by having CCPC minutes reflect who votes in opposition and who in abstention, and when voting members arrive if after meeting is called to order, and when they leave if before adjournment. • Community fundraising activities - members' organizations' fundraising activities information will be included in the e-news and/or Resource Packet. • Hot Topics Survey – based on the Hot Topic re-poll, the top preferences are: Local ECE Funding, QRIS, Evidence-based practice in ECE, and Regional Initiatives. • February Retreat – will focus on quality and Quality Rating Improvement Systems. The retreat will be on February 7th from 9am – 1pm. It will be a potluck. • March meeting - recommend facilitated use of Ethical Decision-Making tool to address "CCPC Support of ECE Scholarship Fund". 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> • Zip Code Priorities – will start working on this with Data Work Group. <p>b. QIV Rates increase to \$75 per hour and increase Anchor rate to \$100 per hour Kathy Kelly explained that since the Gateway to Quality Program began 6 years ago, CCPC has paid our independently contracted Quality Improvement Validators (QIV) at the rate of \$50 per hour, and our Anchors \$75 per hour. A review of other programs throughout the state shows that most programs are paying \$100 per hour for this work. On December 12th, the Executive Committee approved increasing the rates to \$75 per hour for QIVs, and \$100 per hour for Anchors. On December 17th, the Finance Committee approved increasing the rates and will re-consider later a potential additional increase to be effective July 1, 2014. Our G2Q contract with First 5 Sonoma County does not specify rate to be paid to contractors.</p> <p>Lara Magnusdottir asked why QIVs are not paid per assessment. Margie Vondrak and Susy Marron explained that the job duties are different depending on the task assigned. As a result, QIVs are paid per hour with time maximums for specified assignments.</p> <p>c. CCPC Office Costs Ratification of Executive Committee Time-Urgent Decision Kathy Kelly explained that since our move to SCOE (around 2005), we have been charged only an Indirect Fee, not a fee for office space. In December 2013, staff was informed that along with the move of staff offices to the south wing of the building, we would begin being charged 1.2383 cents per square foot cost for our office spaces as of January 1, 2014.</p> <p>Due to the time-urgency of the issue, on December 12th the Executive Committee approved funding these costs, pending Finance Committee allocations.</p> <p>On December 17th, the Finance Committee approved funding allocations. In addition, First 5 Sonoma County has approved the tentative change of budget with new CARES allocation for office costs.</p>	<p>b. Margie Vondrak moved to accept the QIV and Anchor rate increases with a reevaluation after one year. John Eberly seconded. Motion carried. (Abstentions: Jynx Lopez and Gloria Leifried.)</p> <p>c. Noel Mitchell moved to ratify the Executive Committee’s Time-Urgent Decision. Heather Sweet-Krikac seconded. Motion carried.</p>	<p>The Executive</p>

Agenda Item	Discussion	Action	Follow-Up
	<p>Discussion was had about how office space costs will impact the budget next year and the potential for looking at other locations. It was suggested to have the Executive Committee look at the costs associated with CCPC being housed at SCOE and compare with other locations.</p>		<p>Committee will review the costs associated with CCPC being housed at SCOE.</p>
<p>Coordinator Report</p>	<p>Coordinator Report:</p> <p>1. Gateway to Quality/READY</p> <ul style="list-style-type: none"> • Provided field training to new QIVs • Provided 3 follow-up visits • Quarterly QIV meeting held; 8 attendees • Participated on READY Implementation Team to design program components and launch. <p>2. CARES Plus Program</p> <ul style="list-style-type: none"> • Enrolled one additional participant for a total of 199 enrolled • Finalized data entry for old database in preparation for transfer to new one • 180 out of 199 participants completed first meeting with Advisors before deadline • Revised strategy for computer labs; publicized Component A training options • Planned CARES Work Group and Consortium meeting, to co-convene with First 5 ECE Committee meeting <p>3. Other CCPC internal activities and Community Representation as listed on the written document provided in the agenda packet.</p> <p>Jynx Lopez shared her and Carol Simmons' experience at CCPC's annual presentation to the Board of Supervisors last month. She indicated that the Board of Supervisors were very supportive towards ECE and appreciate the work we do.</p> <p>Kathy Kelly shared that the ECE Conference planning is going smoothly. Noel Mitchell spoke about the presenters for the event.</p>		
<p>Member Announcements</p>	<p>Heather Sweet-Krikac announced that SAY's Dreams Center will be at the planning commission meeting on January 23rd. She will send out an invite to CCPC members.</p>		

Agenda Item	Discussion	Action	Follow-Up
	John Eberly announced that SRJC has added lots of new classes back into the course schedule. Spring semester starts Monday.		
Adjournment		Meeting adjourned at 10:40am by unanimous consent.	



Child Care Planning Council of Sonoma County

February 7, 2014

SCOE, Santa Rosa

Meeting Minutes Approved on 3/7/14

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Elisabeth Chicoine, Angela Cuellar, Missy Danneberg, Melanie Dodson, John Eberly, Becky Hachmyer, Amy Howder-Thompson, Kathy Kelly, Kellie Noe, Heather Sweet-Krikac, Tammy Larimore, Gloria Leifried, Jynx Lopez, Teri Porter, Cheryl Scholar, Marianne Schwarz-Kesling, Margie Vondrak, Cathy Vaughn, Terry Ziegler and Stephen Zollman

Members Notified Absent: Teri Clark, Susan Harvey, Ofelia Ochoa-Morris and Katie Welch

Members Absent: Noel Mitchell and Debb Reece

Advisors Present: Lara Magnusdottir

Guests Present: Jude Burden, Allison Goodwin, Katie Sanchez and John Santoro

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Call to Order	Co-Chair Melanie Dodson opened the meeting with introductions and an ice breaker. Carol Simmons led the oath of office for those recently appointed and re-appointed by the Board of Supervisors for a 2 year term of service on the Council.	Meeting was called to order by Co-Chair Melanie Dodson at 9:02am.	
Approval of Agenda		Agenda approved by unanimous consent.	
Public Comments	No public comment heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of January 10, 2014 	The Consent Calendar was approved by unanimous consent.	
Child Care Consumer/Child Care Providers Input	Terry Ziegler shared that she is very excited about the READY program. In addition, her program has recently begun working with the Behavioral Consultation Project. Tammy Larimore shared her concern about the loss of child care slots in the subsidy		

Agenda Item	Discussion	Action	Follow-Up
	<p>program. Jynx Lopez explained that families have been dis-enrolled and put back on the waiting list because of lack of funding. River to Coast Children’s Services (RCCS) ran out of contract money faster than expected. 27 families were affected in the first round and 20 in the second round. She further explained that RCCS is working with the CDE Collaborative in the hopes of obtaining additional funding through the Voluntary Transfer of Funds program. Unfortunately, the money available won’t be known until May. They are hoping to have more information in the end of the month. In the interim, 4Cs was able to pick up 44 of the children in alternate payment slots and are working to place some in state preschools. They are also hoping that CFC will have openings as well.</p> <p>Margie Vondrak asked if this could have been prevented. Jynx Lopez explained that it is difficult to project how many children a program can serve. Discussion was had about other funding sources and programs that might be able to take some of the children.</p> <p>Jynx Lopez stated that RCCS has noticed that providers are getting creative by offering scholarships and discounts to families in order to attract families.</p> <p>Melanie Dodson announced that 4Cs has opened two new preschools, Flowery and Goldridge. Both schools have slots still available.</p>		
CARES Plus Revisions	<p>CARES Plus Program Revisions for 2014-2015: Melanie Dodson reviewed the Recommendations from the CCPC CARES Work Group and the CARES Consortium:</p> <ul style="list-style-type: none"> • Continuation of Component A • Continuation of Component D • Enrollment period: Spring 2014 – September 25, 2014. Applications will be mailed to all current CARES plus participants on May 1st and will be made available online to new participants after viewing a CARES Plus PowerPoint presentation. • One advising appointment per year could be by telephone, per Advisor’s discretion. • Stipends to be same as 2013-2014 with the addition of a core stipend of 	Terry Ziegler moved to accept the recommendations as submitted. Chiara Bacigalupa seconded. Motion carried.	

Agenda Item	Discussion	Action	Follow-Up
	<p>\$200 for Returning Participants who are required to complete the new Infant Intro to CLASS and Looking at CLASSrooms online trainings</p> <ul style="list-style-type: none"> • Add a question to the local Evaluation about participant access to computer and internet. <p>Susy Marrón shared that we enrolled 199 this year, compared to last year's 131.</p>		
Needs Assessment	<p>Needs Assessment Next Steps: Melanie Dodson reviewed the Ad Hoc Committee recommendations as outlined in the agenda packets:</p> <ol style="list-style-type: none"> 1. 4 page standard Needs Assessment data form completion (using AIR data, with analysis of accuracy and appropriateness of data) 2. Development of additional tables or supplements as needed for accurate portrayal of community status 3. Key Findings and brief narrative 4. Separate bid amount for 12 one-page geographic profiles (11 community areas and 1 county one), with supply and demand, and cost data. For consideration if we can find additional funding, or as a potential phase 2. <p>Stephen Zollman asked for the Executive Committee to discuss the role of CCPC Advisors who may bid for contracts in meetings about the project.</p>	<p>Marianne Schwarz-Kesling moved to accept the Ad Hoc Committee's recommendations as suggested. Cathy Vaughn seconded. Motion carried.</p>	<p>Executive Committee will discuss this issue at its next meeting.</p>
Executive Committee and Coordinator Reports	<p>Executive Committee's Report Melanie Dodson shared that the Executive Committee has not met since the last CCPC meeting. Next meeting will be on February 13th.</p> <p>She also indicated that Gary Hochman will be facilitating the use of Ethical Decision-Making tool to address "CCPC Support of ECE Scholarship Fund" at the March Council meeting.</p> <p>Additionally, she explained that she and Jynx Lopez met with Micky Porter and Carol Simmons to explore the language for the MOU which is almost complete.</p> <p>Coordinator's Report</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Melanie Dodson asked Carol Simmons if there were any section of the Coordinator’s report that she wanted to highlight. Carol reported on the opportunity for CCPC to staff the SCOE table at the Sonoma County Fair for one full day, and receive a \$500 donation of unrestricted funds. We need to identify our first and second choices for days between July 24th and August 10th. Carol also mentioned her meeting with Santa Rosa City Council member Erin Carlstrom, per Erin’s request for information about the status of ECE in Sonoma County.</p>		<p>Carol will request either the first or third Fridays of the Fair (July 25th or August 8th).</p>
<p>Quality Improvement in ECE</p>	<p>a. Inspirational Local Quality Improvement – presented by Teri Porter and Kathy Kelly</p> <p>Teri Porter and Kathy Kelly presented a slide show on YWCA’s A Special Place preschool. A Special Place is a therapeutic preschool in Santa Rosa that works with children who have a background of domestic violence and/or referrals from Child Protective Services. All families are low-income. The program has been around for over 30 years, serving 30 children (ages 3-5).</p> <p>For many years, A Special Place struggled with employee turnover and the program’s quality spiraled downward. It is a tough program to run because it is a preschool for families in crisis that need community resources.</p> <p>In 2011, the State placed the program on probation. When Teri Porter was hired as the new Director she was given only a few months to improve the program.</p> <p>What made a huge difference was connecting to community partners. Teri Porter began networking, moving A Special Place from isolation into collaboration. The Behavioral Consultation Project became an important partner. She also applied for a First 5 Mini-grant to help make some of the changes to increase the program’s ECERS scores.</p> <p>The program’s quality had been measured by using the ECERS tool which measures the quality of the physical environment. After taking a training on the CLASS tool, Teri Porter began using that tool also, to measure teacher-child interactions in order to help address the behavior issues in the classroom. By using the tool she was able</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>to identify her teachers’ strengths and weaknesses and began making some staff and curriculum changes that directly affect the children’s behavior.</p> <p>She also maximized the use of professional development resources for her teachers. In the fall of 2012, the TALLK project helped coach the program’s teachers in language and literacy.</p> <p>Family engagement is also an important element of the program. Staff actively outreach to families, helping parents connect with the resources they need.</p> <p>After 6 months, the state consultant returned and was amazed at how much the program had improved in such a short time.</p> <p>b. Overview of Quality Rating Improvement Systems (QRIS) – presented by Carol Simmons</p> <p>Carol Simmons reviewed CCPC’s position on quality as outlined in CCPC’s Position Paper.</p> <p>QRIS is a framework for the ECE system to maintain quality standards that supports an infrastructure. The state of California received an award for the “Race to the Top” and a Federal Early Learning Grant where they agreed to take 74% of the grant to develop a regional QRIS system based on a five-tier rating system.</p> <p>The Bay Area Regional QRIS is working on creating their regional system. Carol Simmons reviewed their approach and the California’s Quality Improvement Matrix.</p> <p>Our county is not yet using the matrix but beginning discussions on building our quality improvement system based on the state model. We have begun looking at our local resources and what is currently happening around quality.</p> <p>Melanie Dodson shared that the goal is to assess a specific program where it currently is and then look at how it can be moved towards a higher tier of quality.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Discussion was had about the QRIS concept in Sonoma County and how to reach isolated programs that are in need of resources. Concern was noted on how to address the fear programs have of being judged or labeled.</p> <p>c. CCPC Role in Local QRIS Jynx Lopez divided the group into 3 small groups for focused topic discussion on CCPC’s role. The results are as follows:</p> <p>1. Providers</p> <ul style="list-style-type: none"> • How to tap in/foster desire and will to change <ul style="list-style-type: none"> - Positive rewards/reinforcement? - Emphasize importance of relationships • Fear of regulatory/gatekeepers process <ul style="list-style-type: none"> - Education without “tier” language - Change in positive language – ways to support community • No awareness that a problem exists • CCPC’s role <ul style="list-style-type: none"> - Increase awareness of quality program - Explore incentives with money - Encourage parent awareness and ask about perspective - Convene licensing and agencies, conference theme • Increase incentives • Assign TA to help improve scores • Education regarding voluntary nature of QRIS “become the norm” • Parents maybe more likely to choose program • Outreach & relationship with modeling “healthy retailer program” <p>2. Community Resources – How can CCPC inform community of the resources available and how can CCPC engage the community resources to support the QRIS?</p> <ul style="list-style-type: none"> • Funding – how do other states keep funding over the years? Programs go away every few years due to lack of resources – need 		

Agenda Item	Discussion	Action	Follow-Up
	<p>continual funding sources</p> <ul style="list-style-type: none"> • Barriers: <ul style="list-style-type: none"> - Providers rate of pay versus the “raters” rate of pay - Not a statewide understanding of what is already being done - number rating is a concern - Alameda County – First 5 did a good job with “buy in” • Learn from others • Look at how to broaden the “areas”, not just the under-achieving schools. Think “beyond” these areas. • Clear expectations about QRIS and time involved • Pilot program – CCPC is a vessel to share with others <p>3. Impact on Parents</p> <ul style="list-style-type: none"> • Transparency to program – help find child care • Barriers to access quality – transportation, income, status • Educate parents on what quality is • Parents could potentially have more access to quality programs • Parents will advocate more <p>Next Steps:</p> <p>Discussion was had about the following suggested next steps:</p> <ul style="list-style-type: none"> ▪ Disseminate ideas from today back to Council for further discussion. ▪ Because QRIS is still in process, hard to decide on actions. ▪ Find elements CCPC can have consensus on. ▪ Post on CCPC website what parents can look for on quality. ▪ Awareness is a great start. Keep informed. Too premature for decisions. ▪ Offer to First 5 that CCPC act as a convener. ▪ Be careful not to start from scratch, but build on what is currently happening. <p>Concern noted: when you start rating things then parents feel guilty that they can’t afford/access the better rating program.</p>		

Agenda Item	Discussion	Action	Follow-Up
State Budget and Transitional Kindergarten Legislation	<p>State Budget - Melanie Dodson summarized the Governor’s budget that includes a slight increase in CalWORKS stage 1 and stage 2 funding. However, childcare and development funds have a projected decrease. There is no growth or COLA increase included.</p> <p>Tammy Larimore shared information on the CalWORKS budget proposal. There will be a 5% cost of living increase in March. It does not make whole the 8% cut from 2011, but it is moving in the right direction.</p> <p>Terry Ziegler shared that she had heard there is concern that state funding/provider reimbursement rates drives the price up for providers. She asked if there is any correlation. Melanie Dodson explained that providers are not raising their rates and, even if they did raise rates, parents can’t afford to pay more. She also clarified that the state provider reimbursement rates are very depressed.</p> <p>Melanie Dodson shared that CAPPAs number one advocacy focus is on rate increases. Discussion was had about the need for rate increases.</p> <p>Carol Simmons shared that Debra McMannis spoke at the Coordinator Association meeting, and that she said that the state’s top priority is getting rid of family fees. There is legislation being written to eliminate the part-day preschool fee.</p> <p>Kathy Kelly indicated that ELL’s rates for home visiting haven’t seen an increase since 1999. However, the cost of living and other program costs have increased. The state does not reimburse what it costs to provide their services.</p> <p>Further discussion was had.</p> <p>Transitional Kindergarten Legislation The Expansion Bill, SB 837 goal is to provide all 4 year olds with high-quality Transitional Kindergarten that meets the specific learning and developmental needs of children. Melanie Dodson explained that many of our elementary schools are already providing Transitional Kindergarten this year. With this bill, all 4 year olds</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>would be eligible for Transitional Kindergarten. However, school districts can subcontract this service to other providers.</p> <p>Carol Simmons explained that this Bill is not really an expansion of the existing Transitional Kindergarten, which is the first year of a 2-year kindergarten, blending preschool and Kindergarten. The new bill is a year of Pre-Kindergarten for all 4 year olds, based on the State Preschool Foundations and Frameworks.</p> <p>Early Edge, the Bill’s sponsor, is looking for input on incentivizing schools to contract out to existing ECE programs. Further discussion was had about concerns for quality and the impact on current preschool programs.</p> <p>Carol Simmons indicated that this could be one way to increase the level of pay in in the ECE field. Lara Magnusdottir commented that, currently, the preschool system is not aligned with the school age program. This might allow for this alignment and student tracking.</p> <p>John Eberly shared a story about a 5th grade teacher who was moved to teach Transitional Kindergarten because she didn’t like teaching 5th grade. Concern was noted about the credentials of some of the teachers who will be teaching this age group.</p> <p>It was clarified that the Expansion Bill would replace the current Transitional Kindergarten.</p> <p>Many concerns were shared.</p> <p>Melanie Dodson urged those present to share their concerns and comments by emailing: sb837questions@cde.ca.gov</p>		<p>We will continue to watch the state budget and the TK bill, and continue exploring the possibility of stating a position and/or articulating concerns and recommendations as things move forward.</p>
Adjournment		<p>Meeting adjourned at 12:57pm by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
March 7, 2014
 SCOE, Santa Rosa

Meeting Minutes Approved on April 4, 2014

Members Present: Carrie Anabo, Debbie Blanton, Elisabeth Chicoine, Missy Danneberg, Melanie Dodson, Becky Hachmyer, Susan Harvey, Amy Howder-Thompson, Kathy Kelly, Heather Sweet-Krikac, Tammy Larimore, Gloria Leifried, Noel Mitchell, Teri Porter, Debb Reece, Marianne Schwarz-Kesling, Margie Vondrak, Cathy Vaughn, Katie Welch, Terry Ziegler and Stephen Zollman

Members Notified Absent: Chiara Bacigalupa, Teri Clark, Angela Cuellar, John Eberly, Jynx Lopez and Kellie Noe

Members Absent: Cheryl Scholar and Ofelia Ochoa-Morris

Advisors Present: Lara Magnusdottir

Guests Present: Josh Baker, Leah Benz, Allison Goodwin, Olga King, Alfredo Perez and Jill St Peter

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Call to Order		Meeting was called to order by Chair-Elect Kathy Kelley at 9:05am.	
Approval of Agenda	Kathy Kelly noted minor changes to timing for today’s meeting. Melanie Dodson clarified that under the Executive Committee Report, sections b (Draft Memorandum of Understanding with SCOE) and c (Draft revisions to CCPC Bylaws and Membership Committee Protocols) will be voted on at next month’s meeting.	Agenda approved by unanimous consent.	
Public Comments	Lara Magnusdottir shared that she wrote a “Close to Home” article titled “Key to Future Workforce is Early Childhood Education”, which was published this morning.		
Member Announcements	Stephen Zollman shared that RCCS has issued a press release to announce that the Board and Jynx Lopez have agreed to sever the child care services from the preschool programs. As a result, Jynx Lopez has resigned as RCCS’ Executive Director in order to take back the STARS Preschools and is working towards getting licensing		

Agenda Item	Discussion	Action	Follow-Up
	<p>back. The search for a new Executive Director for RCCS has begun and the job announcement will be posted on RCCS' website soon.</p> <p>Melanie Dodson announced that she will be going out on maternity leave shortly. Tina Paige will be 4Cs' Interim Executive Director and Lara Magnusdottir will remain the 4Cs representative to the Council. Melanie Dodson is planning to return to work in July.</p> <p>Noel Mitchell announced that Two Rock's Child Development Center is hiring a Director. She will share the job posting with 4Cs and CCPC's e-news.</p> <p>Katie Welch announced that the Boys and Girls Club of Central Sonoma County won an award for the best overall program.</p> <p>Lara Magnusdottir shared that school districts, due to local control accountability, are mandated to receive input from the community about how they will spend their funds. It is important that we provide input because some of that money can be used for ECE.</p>		
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of February 7, 2014 	The Consent Calendar was approved by unanimous consent.	
	Terry Ziegler and Cathy Vaughn arrived at 9:10am.		
Child Care Consumer/Child Care Providers Input	<p>Missy Danneberg shared that school districts, due to Local Control Accountability, are approaching the after school programs about being a part of their plans. In addition, there is a Bill being introduced that would require schools to confer with after school programs. She is hopeful that this will help develop better relationships between the school and the after school programs.</p> <p>She also asked if anyone had good resources for handling disrespectful behavior by older kids towards adults and peers. These kids are often mirroring their parents' behavior. Alison Goodwin suggested that a martial arts instructor might help. Their approach focuses on respect and responsibility.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons shared that Angela Cuellar asked that she pass on news from Migrant Ed. Migrant Ed will not opening the Cloverdale Migrant Headstart program this year and are currently looking for input on the need for infant/toddler care in Cloverdale.</p> <p>Terry Ziegler announced that Mt. Taylor’s Children Center received a \$4,643 grant from First 5. She is wondering how the grant process can be made easier for providers. She is concerned that providers don’t apply because it’s such a difficult process. Melanie Dodson indicated that the number of applications has increased and First 5 received around 18 applications this year for the first round.</p> <p>Lara Magnusdottir explained that there are only a handful of programs using the Child Care Eligibility List (CEL), but the number of children has increased to its highest level (4900 children are eligible). Lots of these children are school aged and infant/toddlers.</p> <p>Carol Simmons shared that the Gateway to Quality program was asked by First 5 to provide input on the program. One comment we provided was on the difficulty of providers to complete their applications. Next week, First 5 will be meeting to review our report.</p>		
	<p>Amy Howder-Thompson arrived at 9:15am.</p>		
<p>Executive Committee Report</p>	<p>Executive Committee Report Melanie Dodson highlighted a few items from the Executive Committee Report:</p> <p>Originally, today was going to be a facilitated discussion with Gary Hochman, however, the Executive Committee realized that the Council did not have enough information for a full discussion. In an effort to provide members with more information on local ECE funding, they revised the hot topic to serve as an informational first step.</p> <p>The Executive Committee discussed the concerns raised during the February 7th CCPC meeting about a potential bidder participating in the Ad Hoc Needs</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Assessment Committee meeting. The Executive Committee has asked the Finance Committee to determine if CCPC has funds to pay for legal consultation to consider review of our protocol in regards to this specific situation and adding language about this issue to our Contracting Protocol if recommended.</p> <p>b) Draft Memorandum of Understanding (MOU) with SCOE Melanie Dodson shared that she and Jynx Lopez met with Mickey Porter regarding CCPC’s MOU with SCOE. Melanie Dodson explained that, next month, CCPC members will be asked to vote on the MOU. She asked that they review the language prior to the meeting. Carol Simmons noted that SCOE may have some additional comments.</p> <p>c) Draft Revisions to CCPC Bylaws and Membership Committee Protocols Melanie Dodson further explained that some minor changes have been made to the CCPC bylaws and Membership Committee Protocols per the Membership Committee’s request. Next month, members will be voting on approving those revisions.</p> <p>It was noted that if anyone has any questions on any of the documents mentioned, to please contact Carol Simmons, Co-chair Jynx Lopez or Chair Elect Kathy Kelly.</p> <p>Discussion was had about the financial costs of being housed at SCOE. Melanie Dodson explained that SCOE is going through a shift of how they treat all the programs that they house.</p> <p>d) QRIS Discussion Notes Melanie Dodson explained that the QIRS conversation from last month will be brought back to the Council for further discussion.</p>		
	Rebecca Hachmyer arrived at 9:22am.		
Finance Committee	<p>Finance Committee</p> <p>a) Allocations of up to \$800 for legal consultation regarding CCPC Margie Vondrak explained that the Finance Committee discussed the Executive Committees recommendations for up to \$800 for legal counseling. Due to the</p>	b. Marianne Schwarz-Kesling moved to accept the “up to \$800 allocation for	

Agenda Item	Discussion	Action	Follow-Up
	<p>approaching fiscal year-end, Melanie Dodson asked the members if they would like to vote on the fund allocation today, although we are trying in general to bring all action items to the Council at least once before they are voted on.</p> <p>b) Provider/Consumer Member Reimbursements Margie Vondrak explained that in the beginning of the year they asked if any child care providers or consumers needed reimbursements for child care costs or mileage. As of March, no requests were made. She informed those present that if they need to request reimbursements to please submit their forms to Carol Simmons as soon as possible.</p> <p>Margie also explained that the Co-chairs approached Mickey Porter at SCOE about the difficulty in finding funds so late in the year to pay for office space out of this year's budget. SCOE had originally given CCPC a 30 day notice of rent being due. SCOE has agreed to wait until the new fiscal year to begin charging for office space.</p> <p>Margie invited all present to attend the next Executive Committee meeting which will be held on March 13th.</p>	<p>legal consultation" as requested. Elizabeth Chicoine seconded. Motion carried.</p>	
	<p>Marianne Schwarz-Kesling arrived at 9:30am.</p>		
<p>Coordinator Report</p>	<p>Coordinator Report</p> <p>a) Written Report Carol Simmons shared that the Gateway to Quality program is getting lots of requests for assessments from the First-5 funded programs, and it seems to be going well.</p> <p>She further shared that both First 5 California and First 5 Sonoma County have new databases they are requiring us to use for the CARES program.</p> <p>Next, she announced that the Early Learners Conference is tomorrow and registration is filled over capacity. The planning committee is looking forward to a great day.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons also explained that the \$300 the Council allocated to purchase data collaboratively with other planning councils in the state is offering CCPC better access to data for the needs assessment and zip code priorities.</p> <p>She announced that CCPC will be manning the SCOE table at the Sonoma County fair on Friday, July 25th. She will be taking names for those willing to volunteer. CCPC will generate \$500 of unrestricted funds from being present that day.</p> <p>Carol Simmons also announced that staff is now officially moved in to our new office spaces.</p> <p>b) Bios and Photos Carol Simmons reminded those present that she needs to have each member’s bio and photo by March 14th so they can be posted on our website.</p>		
Public Policy Issues Update	<p>Public Policy Issues Update</p> <p>a) WOYC Plans and Proclamations Sign-Ups Week of the Young Child is April 6 – 12th! Heather Sweet-Krikac shared that there will be Week of the Young Child proclamations made by (hopefully) all 9 cities in the county and CCPC needs members to pick up those proclamations. The WOYC Committee is also working on encouraging site visits. In addition, they will be providing outreach packets about R&R services to agencies that work with families.</p> <p>Lara Magnusdottir shared that she has been working with the Cradle to Career Workgroup in Petaluma where they will be hosting a screening of the documentary, “Are we crazy about our kids” that discusses the cost benefit of spending on ECE. The screening will be on Wednesday, April 9th.</p> <p>b) Legislative Updates Melanie Dodson shared that 4Cs’ staff met with legislative representatives to discuss the need for reinvestments in preschool programs and the TK proposal.</p> <p>Tammy Larimore spoke about several pending legislative bills on which CCWDA has</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>a “wait and watch” position.</p> <p>Lara Magnusdottir explained that there is also proposed TK legislation that counters SB 837. It is a way to calculate a funding formula for school districts based on participation from the Reduced Lunch and English Language Learners programs for the preschool.</p> <p>Discussion was had about the new Bills being introduced into legislation.</p>		
Hot Topic – Local ECE Funding	<p>Local ECE Funding</p> <p>a) Current Funding Data Kathy Kelly reviewed the Early Care and Education Subsidy Landscape chart (included in the agenda packets) and the Sonoma County Child Care Trends document.</p> <p>b) Business Investment in ECE Research Project – presented by Josh Baker, Human Services Josh Baker gave a presentation on his graduate project for his Masters in Public Administration. The first part of his project was a random survey of business owners in the city of Rohnert Park. He also conducted structured interviews with 12 early care and education leaders and business owners.</p> <p>His findings revealed that businesses need to know what the short term benefits are that directly relate to their businesses in order to be willing to invest in ECE.</p> <p>Conclusions of his research:</p> <ul style="list-style-type: none"> • Engagement must initially show short term benefits • Businesses must be shown variety of investment options • Public policy must include economic incentive for business investments • Room for public/private partnerships • ECE must be seen as education <p>The floor was open to questions.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Josh Baker noted that he only included private businesses in his research.</p> <p>c) First 5 Sonoma Funding for ECE – presented by Alfredo Perez, First 5 Sonoma County</p> <p>Alfredo Perez gave a brief history of First 5’s funding. Initially, First 5 Sonoma invested 40% of the revenues they received from the Tobacco Tax into a reserve fund to be able to extend their strategic plan to 2020. However, due to the State’s efforts to capture local reserves, First 5 Sonoma accelerated grant-making to spend down its reserves. Additionally, with the decline in tobacco revenue, First 5 will have to significantly reduce their funding as of 2015. They are in the process of reevaluating all contracts to determine which programs are priorities, and can continue to be supported.</p> <p>Since there is declining First 5 revenue all across the state, the First 5 California Association is exploring ways to develop additional revenue. They are funding the efforts of Margaret Brodtkin to work with counties to explore the possibilities of developing local tax initiatives. Alfredo mentioned that if the Board of Supervisors puts a tax initiative forward for 2014 for roads, that First 5 will probably look to 2016 to put forth a tax initiative for children’s services.</p> <p>d) Value in Preschool Scholarship Program (VIP) – presented by Lara Magnusdottir, 4Cs and Jill St Peter, 4Cs</p> <p>Lara Magnusdottir and Jill St Peter presented a slideshow overview of VIP, a program that began in March 2012 and provides children from low income families access to high quality preschool through scholarships.</p> <p>Situation of Preschools in Sonoma County:</p> <ul style="list-style-type: none"> – Limited oversight, support – Limited site visits and provider networking – Limited awareness of quality improvement tools – Only 3 accredited centers and one Family Child Care Home – READY program working with prospective VIP providers 		

Agenda Item	Discussion	Action	Follow-Up
	<ul style="list-style-type: none"> - County not prepared for QRIS <p>VIP Families Benefits:</p> <ul style="list-style-type: none"> - Choose the provider from the VIP list - Attend orientation and exit meeting - Attend family engagement meetings (3 per year) - Attend parent-teacher conferences & other program events - Read to their child everyday <p>In 2012-2013, VIP enrolled 27 children and, in 2013-2104, 53 children in Santa Rosa and Rohnert Park were enrolled.</p> <p>This year, 12 providers have been added to the program, with more in process.</p> <p>As a result of VIP, they are seeing quality improvements, better networking, and greater awareness of quality improvement tools. All children in the providers' care (617), not just the VIP kids receiving scholarships, are benefiting.</p> <p>Kathy Kelly suggested we extend the meeting by 5 minutes in order to open the floor to questions.</p> <p>Lara MagnUSDottir shared that VIP was modeled after Contra Costa's Make a Difference program. Providers are reimbursed their usual child care rates, up to a yearly maximum.</p> <p>Discussion was had about the benefits of VIP.</p>		
Adjournment		Meeting adjourned at 11:05pm by unanimous consent.	



Child Care Planning Council of Sonoma County
April 4, 2014
 SCOE, Santa Rosa

Meeting Minutes Approved on May 2, 2014

Members Present: Carrie Anabo, Chiara Bacigalupa, Elisabeth Chicoine, Missy Danneberg, John Eberly, Becky Hachmyer, Susan Harvey, Kathy Kelly, Jynx Lopez, Heather Sweet-Krikac, Gloria Leifried, Kellie Noe, Debb Reece, Cheryl Scholar, Marianne Schwarz-Kesling, Terry Ziegler, and Stephen Zollman

Members Notified Absent: Debbie Blanton, Teri Clark, Melanie Dodson, Angela Cuellar, Tammy Larimore, Noel Mitchell, Ofelia Ochoa-Morris, Teri Porter, Cathy Vaughn, Margie Vondrak, and Katie Welch

Members Absent: Amy Howder-Thompson

Advisors Present: none

Guests Present: Olga King, Rebecca Munger, and Erica Pryor

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Public Comments	No public comment heard.		
Member Announcements	No member announcements heard.		
Child Care Consumer/Child Care Providers Input	Terry Ziegler announced that she will be presenting at the CAEYC Conference in Pasadena.		
Call to Order		Meeting was called to order by Co-Chair Jynx Lopez at 9:07am.	
Approval of Agenda		Agenda approved as submitted by unanimous consent.	

Agenda Item	Discussion	Action	Follow-Up
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of March 7, 2014 This item was removed from the consent calendar since a few members present had not attended the March meeting. • Revisions to Membership Committee Protocols 	The Consent Calendar was approved by unanimous consent.	
Approval of the Minutes	Approval of the CCPC Meeting Minutes of March 7, 2014	Marianne Schwarz-Kesling moved to approve meeting minutes. Elisabeth Chicoine seconded. Motion Carried. Abstentions: John Eberly, Chiara Bacigalupa, and Jynx Lopez	
	Heather Sweet-Krikac arrived at 9:18am.		
Executive Committee Report	<p>Executive Committee Report</p> <p>a) Review Written Executive Committee Report Kathy Kelly announced that items b - e are being highlighted from the report.</p> <p>b) Memorandum of Understanding with SCOE, Including Review of SCOE Costs and Benefits Kathy Kelly briefly reviewed the MOU document. She explained that CCPC is now required to pay for office space at SCOE. Included in the agenda packet is a cost/benefit analysis provided by Carol Simmons.</p> <p>Marianne Schwarz-Kesling reminded those present that one of the reasons CCPC came to SCOE was for the ability to provide higher, competitive salaries and benefits.</p> <p>Chiara Bacigalupa asked if there were any other agencies willing to house CCPC. Carol Simmons explained that there are places that might rent to CCPC at full cost (such as the California Parenting Institute). However, CCPC would most likely not</p>	<p>b. Marianne Schwarz-Kesling moved to accept the MOU with SCOE as submitted. Missy Danneberg seconded. Motion carried.</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>receive all the benefits we get as a result of being housed at SCOE.</p> <p>Susan Harvey asked if CCPC has funds to support this new cost. Kathy Kelly shared that the costs will impact other areas of CCPC’s budget. Carol Simmons explained that CCPC previously approved the budgeting of this new cost for the second part of this fiscal year to be allocated from the CARES, AB212 and CCPC’s project and activities budgets. Although SCOE recently waived the fee for this fiscal year, the cost will be incurred for next year.</p> <p>Marianne Schwarz-Kesling asked if there are any big projects CCPC needs to do in the next fiscal year. Carol Simmons shared that we will need to publish our needs assessment by the end of this calendar year. Half of the cost was budgeted out of this fiscal year and the rest will come out of next year’s budget. The Child Care Plan is the next big project for the following year.</p> <p>Missy Danneberg noted her concern that, as programs leave SCOE due to funding, we may end up having to pay increased costs. Carol Simmons explained that SCOE’s decision to charge for office space may have been due to that loss of funding resulting from the redirection of funds from SCOE to the schools. However, since those losses were already known, she does not believe SCOE anticipates the situation to worsen in the future.</p> <p>c) Meeting Facilitation Training, May 23rd Kathy Kelly shared that CCPC will be hosting a Facilitation Training on May 23rd from 8:30am – 12:30pm at SCOE. It will be presented by Gary Hochman. There are 20 spaces. Priority will be given to CCPC committee chairs, members, and then nonmembers. She asked those present to please sign up if you are interested.</p> <p>Kathy Kelly and Chiara Bacigalupa shared their experiences at last year’s training.</p> <p>Discussion was had about the purpose of the training. John Eberly explained that this training is a way to develop leadership in a membership organization.</p> <p>d) Recommended Facilitators?</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Kathy Kelly announced that CCPC is interested in recommendations of other facilitators. She asked those present if they know of anyone to please forward contact information to Carol Simmons or the Executive Committee.</p> <p>e) Needs Assessment RFP Kathy Kelly announced that the RFP is now available and asked those present to please help disseminate the information.</p> <p>Marianne Schwarz-Kesling asked if there as any information about the June retreat. Carol Simmons shared that the retreat will be held on Friday, June 6th from 9:00am – 3:00pm.</p>		
Finance Committee	<p>Allocation of additional \$100 to Professional Development Committee for Training Needs Survey Incentives Jynx Lopez explained the need for an additional \$100 for the Professional Development Committee. No discussion was had.</p>	Missy Danneberg moved to accept the allocation of an additional \$100 from Partnership for Children to the Professional Development Committee as requested. Terry Ziegler seconded. Motion carried.	
Membership Committee	<p>a) Officer Nominations John Eberly announced that the current officer seats that will be opening in July are Co-Chair, Chair-elect, and Treasurer. The incumbents (Melanie Dodson, Kathy Kelley and Margie Vondrak, respectively) are each eligible to run for a second term, and are willing to do so. He passed out nomination forms, for any additions to the slate of incumbents, indicating that elections will take place during next month’s meeting. Deadline for nominations is April 25th.</p> <p>b) Bylaws Revisions</p>		b. If we have a clear response

Agenda Item	Discussion	Action	Follow-Up
	<p>John Eberly clarified the need for revisions to the bylaws. The Membership Committee has been working with Legal in order to gain clarification on how CCPC should follow the Political Reform Act and the Conflict of Interest Code. There has been concern noted about the conflict of interest that may occur when a council member becomes a paid consultant.</p> <p>Discussion was had about the potential conflict of interest. Carol Simmons explained that it is not yet clear what action CCPC is required to take.</p> <p>c) Resignation of Member Ofelia Ochoa-Morris John Eberly regretfully shared Ofelia Ochoa-Morris’s resignation.</p> <p>d) Resignation of Joanne Brion as Advisor John Eberly regretfully shared that Joanne Brion has chosen to resign as an Advisor to the Council.</p>	<p>c. Susan Harvey moved to regretfully accept the resignation of Ofelia Ochoa-Morris. Chiara Bacigalupa seconded. Motion carried.</p>	<p>from legal counsel about the Council’s status regarding these conflict of interest laws, the revisions will come to the Council at the May meeting for action.</p>
<p>Public Policy Issues Update</p>	<p>Public Policy Issues Update</p> <p>a) WOYC Plans and Proclamations Stephen Zollman announced that WOYC is next week and shared that Cathy Vaughn has been instrumental in obtaining eight city proclamations. Two of the proclamations have already been received. Cheryl Scholar received the one from Windsor, and Amy Howder-Thompson and Lara Magnusdottir received the one from Santa Rosa. (Note from Carol Simmons – Sebastopol was also received at the time of the meeting, by Debb Reece.)</p> <p>He further shared that an outreach mailing to stakeholders is going out today that highlights the importance of ECE, and resource and referral services at 4Cs and RCCS.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Due to time constraints, Public Policy Update will be continued after the Zip Code Priorities discussion and Public Hearing.</p>		
<p>Zip Code Priorities and Public Hearing</p>	<p>Zip Code Priorities Carol Simmons reviewed the Zip Code Priorities that determines the rank of communities that have the highest need that is least met, for subsidized child care funding. Each county has a choice in how they handle ranking. Because all of Sonoma County has a low supply of child care, we have determined every zip code to be a priority area. She noted a few changes in ranking for this year.</p> <p>Discussion was had about the report. Carol Simmons clarified that the discrepancies in the data are related to the fact that the data is census driven, causing some inaccuracies of pockets of children not being counted.</p> <p>Rebecca Hachmyer asked if there was a way to get more accurate data. Discussion was had about how to get more accurate data.</p> <p>Kellie Noe noted that READY may be able to obtain some data from their Parent Survey for future years, and would bring it up for discussion at one of their meetings. Elisabeth Chicoine suggested that she ask MCAH’s epidemiologist on ideas of where to get more data.</p> <p>The gap area noted was Boyes Hot Springs.</p> <p>Jynx Lopez opened the Public Hearing at 9:52am. No public input heard. The Public Hearing was closed at 9:53am.</p>	<p>Jynx Lopez opened the Public Hearing at 9:52am.</p> <p>The Public Hearing was closed at 9:53am.</p>	<p>Jynx Lopez noted that the Zip Code Priorities will be voted on at next month’s meeting.</p>
<p>Public Policy Issues Update Continued</p>	<p>Public Policy Issues Update Continued</p> <p>b) AB212 cuts for 14-15 Jynx Lopez shared that the state is proposing a 4.4% cut to AB212 funding for next fiscal year and the Executive Committee will be drafting a response letter.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Marianne Schwarz-Kesling indicated that letter from the state emphasizes that the funding should be used towards “entry level staff in Early Education and Support Division-contracted programs that has not yet received their Bachelor’s degree” and was wondering if we currently do that. Carol Simmons shared that most CARES participants do not have BAs and are working towards their AA degree.</p> <p>Missy Danneberg suggested that those agencies participating in the AB212 Professional Development Project should explain to the state how valuable the funding is for their programs.</p> <p>Chiara Bacigalupa indicated that CARES Plus funds may be decreasing in the near future so the state should not be looking at CARES Plus as an alternate to AB212 funding.</p> <p>C) Legislative Updates Carol Simmons shared that the TK Expansion Bill AB 837 is beginning the process of amendments and there is a lot of discussion around the problems with the way it is written. The Advocacy Committee will be looking at those amendments.</p> <p>Another Bill coming forward is about the elimination of state preschool parent fees. These new fees for low income families have become not only a challenge to administer, but a burden to families.</p> <p>Lastly, there is action at the state level to appeal for higher reimbursement rates for state funded programs.</p>		
Coordinator Report	<p>Coordinator Report</p> <p>a) Review of Written Report Carol Simmons highlighted from her report that the First 5 Commission is re-assessing their programs through a strategic process in order to help prioritize their future funding efforts. Local First 5 was pleased to see that our CARES Plus enrollment levels increased this year. Alfredo Perez had mentioned that the early</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>childhood programs, CARES and Gateway to Quality, are considered high priority programs.</p> <p>b) AB212 Plan for 14-15 Carol Simmons shared that it is time to submit CCPC’s AB212 plan for funds. This year, we must base our plan on the projected 4.4% reduced funding. Historically, CCPC uses the AB212 funds to align with the CARES Plus program to fund ECE staff from state subsidized sites with stipends. In addition, a small amount of funding goes towards reimbursing AB212 eligible sites for professional development activities. It was the original intent of the state that these funds be used for individual stipends, so the Council has committed to utilizing at least 50% of the available AB212 funding for CARES Plus stipends.</p> <p>Carol Simmons noted that the plan will be brought for approval next meeting.</p> <p>Discussion was had about how to plan for next year.</p>		
Hot Topic – Maternal, Child and Adolescent Health – Needs Assessment Data presented by Rebecca Munger, CNM, PHN, MPH	<p>Maternal, Child and Adolescent Health – Needs Assessment Data presented by Rebecca Munger, CNM, PHN, MPH</p> <p>Rebecca Munger presented an overview of the local MCAH program.</p> <p>MCAH provides the following: Direct Client Services - Teen Parent Connections, MCH Field Nursing, Prenatal Care – Missed Appointment Program, Nurse Family Partnership.</p> <p>Planning and Coordination - Comprehensive Perinatal Services Program, Injury Prevention, MCAH Toll-Free Line and Website, Promote Teen Health, SIDS Coordination & Bereavement, Fetal Infant Mortality Review, Baby-friendly Hospital Initiative, Prevention Substance-exposed Pregnancy.</p> <p>MCAH is funded by:</p> <ul style="list-style-type: none"> • Title V Maternal & Child Health Block Grant Primary funding source – the only federal funding which allows health 		

Agenda Item	Discussion	Action	Follow-Up
	<p>departments to develop programs based upon local needs)</p> <ul style="list-style-type: none"> • Title XIX Medical Federal Financial Participation • Local general agency funds and other grants <p>California, when compared to other states, has one of the greatest child populations but receives the lowest funding per child.</p> <p>Every 5 years, MCAH is required to create a needs assessment. They start with data where they find worsening trends, areas where Sonoma compares poorly to the state, and disparities by age, race/ethnicity or geographic. She noted that it is hard to get geographic data.</p> <p>Sources of data:</p> <ul style="list-style-type: none"> • Family health outcome project (UCSF) • California birth and death, hospital discharge data, CA health interview survey, healthy kids survey , Maternal infant health assessment survey, US Census Bureau, WIC • Qualitative data – focus groups, key informant interviews <p>They prioritize Sonoma County problems based upon:</p> <ul style="list-style-type: none"> • Numbers affected • Disparities by age, race/ethnicity, geography • Seriousness of a health issue • Economic impact • Upstream, evidence-based strategies exist • Indicators to measure progress • MCAH’s unique role & capacity • Potential for collective impact <p>They are required to submit three areas of concern. Taking the goals they selected, they then identify where they can intervene and where evidence-based strategies already exist.</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Areas of concern:</p> <ul style="list-style-type: none"> • Economic and self-sufficiency indicators • Overweight & obesity among children & women • Access to mental health services • Substance use/abuse • Access to oral health • Iron deficiency anemia <p>Rebecca Munger shared some of their data that shows:</p> <ul style="list-style-type: none"> • Over the last 10 years MCAH has made a significant impact on the Hispanic teen birth rate. • They are seeing a trend in recognition of social determinants of health and the importance of addressing income and education. • There has been an increase in poisonings due to cardiac and prescription pain medications and e-cigarettes <p>Discussion was had about the data concerning child deaths and unintentional injuries. Comment was made about the high levels of disparities in Cloverdale.</p> <p>Rebecca further shared statistics for other health issues including obesity, gestational diabetes, mental health, etc.</p> <p>The struggle remains about knowing where to begin addressing the problems: pregnancy, birth, teens. MCAH would like to work with CCPC in making a difference in Sonoma County.</p>		
Adjournment		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
May 2, 2014
 SCOE, Santa Rosa

Meeting Minutes Approved on June 6, 2014

Members Present: Carrie Anabo, Chiara Bacigalupa, Debbie Blanton, Missy Danneberg, John Eberly, Becky Hachmyer, Kathy Kelly, Tammy Larimore, Jynx Lopez, Noel Mitchell, Kellie Noe, Cheryl Scholar, Heather Sweet-Krikac, Cathy Vaughn, Margie Vondrak, and Stephen Zollman

Members Notified Absent: Teri Clark, Angela Cuellar, Melanie Dodson, Susan Harvey, Amy Howder-Thompson, Gloria Leifried, Teri Porter, Marianne Schwarz-Kesling, Katie Welch, and Terry Ziegler

Members Absent: Elisabeth Chicoine and Debb Reece

Advisors Present: Lara Magnusdottir

Guests Present: Leah Benz, Michelle Eggert, Allison Goodwin, Manisha Gupta, and Olga King

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Call to Order	Kathy Kelley began the meeting with introductions.	Meeting was called to order by Chair-Elect Kathy Kelley at 9:01am.	
Approval of Agenda	Jynx Lopez requested the removal of agenda item #7c, Staff Evaluations Protocol that was already approved at the January meeting.	Agenda approved with noted amendment by unanimous consent.	
Public Comments	No public comment heard.		
Member Announcements	Kellie Noe announced that last week the Cradle Career Operations Team met. After a long process of collecting data, they have narrowed the focus to working on goal area #1. They will begin developing short term and long term goals.		
Child Care Consumer/Child Care Providers	Missy Danneberg announced that the after school programs are getting ready for the long days of summer and are looking for enrichment activities for the kids, such as presenters to come into their programs and walking field trips. They anticipate		

Agenda Item	Discussion	Action	Follow-Up
Input	<p>that their programs will be full this summer.</p> <p>Lara MagnUSDottir shared that the numbers on their eligibility list are higher than ever before, a little over 5,000 children. It was suggested that this increase may be due in part to the economy picking up and more parents seeking care for their children. 4Cs has sent out letters to Voucher families with children of preschool and kindergarten age suggesting that they sign up for preschool and afterschool care now.</p>		
Consent Calendar	<p>Consent Calendar</p> <ul style="list-style-type: none"> • CCPC Meeting Minutes of April 4, 2014 • Revisions to Contracting Protocol • Revisions to Bylaws 	<p>The Consent Calendar was approved by unanimous consent.</p>	
Executive Committee Report	<p>Executive Committee Report</p> <p>a) Review Written Executive Committee Report</p> <p>Jynx Lopez asked those present to please review the report found in the agenda packet. She highlighted item #8, the June Retreat. The retreat will be held from 9:00am – 3:00pm at SCOE. Lunch will be potluck. Carol Simmons will be requesting sign-ups for food soon. Gary Hochman will be facilitating, and we will be focusing on CCPC accomplishments and planning for next year.</p> <p>Jynx Lopez asked those present if they would like to contribute to the cost of having a masseuse come to the retreat to offer massages (approximately \$10 per person). Those present declined.</p> <p>b) Follow up – April CCPC meeting Hot Topic – MCAH Needs Assessment</p> <p>Kathy Kelley asked if anyone present would like to share how they have incorporated information they learned from last month’s Hot Topic into their work. Missy Danneberg shared that ECC, in their efforts to help decrease childhood obesity, has been working with staff on education around healthy food. MCAH’s information has helped her expand her knowledge and how she presents the information to staff.</p> <p>c) Proposed revisions to Executive Committee Protocols</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Jynx Lopez asked those present to please review the suggested changes to the protocols and share any questions or concerns. These documents will be up for a vote at next month’s meeting.</p> <ul style="list-style-type: none"> • Coordinator’s Function It was requested that the title of the SCOE personnel who supervises the Coordinator be specified on the document. • Decision-Making Responsibilities It was requested to specify the title of the SCOE personnel who supervises the Coordinator in this document as well. <p>Discussion was had over the addition of the item under the Executive Committee section, “Review and approve Ad hoc Committee and Work Groups action of strategy plans”. A suggestion was made that there should be some oversight, that the Executive Committee should not have sole authority to make decisions about committee actions/plans without Council discussion.</p> <ul style="list-style-type: none"> • Clarification was requested under the Coordinator section, last bullet, “Make recommendations regarding credit card expenditures greater than \$200 to Finance Committee/Treasurer”. Suggested change: Treasurer or Co-Chairs. • EC Guidelines No comments heard. <p>Kathy Kelly asked those present to review the language and email their suggestions to help the Executive Committee rephrase the wording.</p>		
<p>CARES/AB212 Work Group – AB212 Planning for 14-15</p>	<p>AB212 Planning for 14-15 Kathy Parnay explained the work group’s recommendation to continue the AB212 PDP program for 2014-2015 in the same format, even with the potential reduced funding.</p> <p>She further explained that the group recommends that we not prohibit the use of</p>	<p>Missy Danneberg moved to continue the AB212 PDP program in the same format for next year with the</p>	

Agenda Item	Discussion	Action	Follow-Up
	<p>AB212 PDP funds for mandated trainings such as CPR/First Aid since these are essential fundamental trainings that all staff need for retention.</p> <p>The group also suggested that the program design be re-evaluated for 2015-2016 in order to determine a more effective use of funds. Ideas mentioned were:</p> <ol style="list-style-type: none"> 1. Have the EESD Collaborative organize specific trainings for AB212 eligible staff 2. Limit AB212 PDP funds for attendance to specific activities (i.e. CAEYC Conference, Early Learners Conference, school age trainings) 3. Bring the re-evaluation of AB212 PDP to the next EESD Collaborative for further input/suggestions. 	<p>understanding that there may be reduced funds. John Eberly seconded.</p> <p>Motion carried.</p> <p>Abstentions: Jynx Lopez and Missy Danneberg.</p>	
<p>Zip Code Priorities</p>	<p>Zip Code Priorities</p> <p>Carol Simmons explained the revisions. Data for all low income children was corrected to include only low income children from working families for the CCTR category. She also changed the priority to N/A for those zip codes that correspond with PO Boxes only (no residences/population).</p> <p>Discussion was had about the zip code priority ratings.</p> <p>Public hearing - no comments/discussion heard.</p>	<p>Kathy Kelley opened the Public Hearing at 9:43am.</p> <p>The Public Hearing was closed at 9:44am.</p> <p>Tammy Larimore moved to accept the revised zip code priorities as submitted. John Eberly seconded.</p> <p>Motion carried.</p>	
<p>Membership Committee</p>	<p>Officer Elections</p> <p>Debbie Blanton explained that there are 3 positions open, for terms effective July 1, 2014: Co-Chair (2-year term), Chair Elect (one-year term) and Treasurer (two-year term).</p> <p>She called a vote for each position. The results were as follows:</p> <ol style="list-style-type: none"> 1. Co-Chair - Melanie Dodson, running unopposed for a second term, was elected by unanimous consent. 		

Agenda Item	Discussion	Action	Follow-Up
	<p>2. Treasurer - Margie Vondrak, running unopposed for a second term, was elected by unanimous consent.</p> <p>3. Kathy Kelly, running for a second term for Chair-Elect, received votes in favor by: Becky Hachmyer, Cheryl Scholar, Carrie Anabo, Tammy Larimore, Cathy Vaughn, Margie Vondrak, Kathy Kelley, Jynx Lopez, Debbie Blanton, Kellie Noe, Heather Sweet-Krikac, Noel Mitchell, Chiara Bacigalupa, and Missy Danneberg. Stephen Zollman, running for Chair-Elect, received votes in favor by: Stephen Zollman and John Eberly.</p> <p>Concern was noted that prior information about the running candidates was not provided. Debbie Blanton asked if those present would like to re-vote at the June retreat after being provided with more information about each candidate.</p> <p>Concern was noted that, due to the new method of public voting as required by the Brown Act, some people might be discouraged from running for office.</p>	<p>Chaira Bacigalupa moved to void the officer elections in order to re-vote at the June meeting after receiving more information about the candidates. John Eberly seconded.</p> <p>Motion carried.</p> <p>Abstentions: Tammy Larimore.</p>	
Public Policy Issues Update	No public policy comments heard.		
Coordinator Report	<p>a) Written Report</p> <p>Carol Simmons reviewed her report, highlighting that CCPC only received one proposal for the Needs Assessment by the deadline.</p> <p>She further explained that she has received clarification on the legal issues raised regarding the contracting protocol and bylaws.</p> <p>She is also working on the annual Voluntary, Temporary Transfer of Funds process, and preliminary 2014-2015 budgets for SCOE.</p> <p>b) Meeting Facilitation Training</p> <p>Carol Simmons announced that there are still a few openings for the training and encouraged others to register.</p> <p>c) Sonoma County Fair 7/25</p>		

Agenda Item	Discussion	Action	Follow-Up
	<p>Carol Simmons shared that she received clarification that any money that comes through SCOE to us is restricted as public funds. By staffing the SCOE table at the fair, the Council will earn \$500. She asked those present if the Council was still interested in staffing the table. Discussion was had about how the Council could use the \$500. It was suggested to use the money to provide a community prescreening and discussion of an ECE documentary.</p> <p>Debbie Blanton clarified that, while staffing the table, we can outreach about the Council.</p> <p>Kathy Kelley asked for a show of hands to determine if there would be enough people to staff the table. Those present expressed interest. Carol Simmons passed around a sign-up sheet for time slots.</p>		
<p>Hot Topic – Transitional Kindergarten Expansion Bill presented by John Eberly and Lara Magnusdottir</p>	<p>Transitional Kindergarten Expansion Bill</p> <p>John Eberly began the presentation by providing a history of Transitional Kindergarten and summarized highlights of the Executive Summary of the “Study of California’s Transitional Kindergarten Program: Report on the First Year of Implementation”. The report combined survey data, focus groups and classroom observations using the CLASS tool. He highlighted the following findings:</p> <ul style="list-style-type: none"> • 90% of school districts are offering some type of TK program • 95% of TK teachers had experience teaching preschool, kindergarten or first grade. • 57% TK classrooms are combo classes • Parents and school staff are pleased with the program and are learning how to integrate standards and the framework into classrooms. <p>Concern was noted that first grade teachers going through “no child left behind” do not have the same expertise as a preschool teacher. It was also noted that there can be a big difference between the skills and expertise of preschool teachers from different schools.</p> <p>It was explained that the existing TK program serves as a transition from Preschool to Kindergarten, with a blending of those two types of programs. SB 837 proposes a</p>		<p>Carol Simmons to forward the Executive Summary to all members.</p> <p>It was suggested to consider Standardized Testing as a future Hot Topic.</p>

Agenda Item	Discussion	Action	Follow-Up
	<p data-bbox="331 183 1371 248">new program that would provide all 4 year olds with high quality preschool (still called TK).</p> <p data-bbox="331 302 1318 329">Discussion was had about the current TK program and the TK expansion bill.</p> <p data-bbox="331 378 1360 443">John Eberly suggested that this is an opportunity to provide input into what we think should be included.</p> <p data-bbox="331 496 1423 599">Cathy Vaughn shared her concern that teachers that have been teaching 4 year olds for many years will not be eligible to teach unless they have a BA. She noted that many people in the field are not willing or able to go back to college.</p> <p data-bbox="331 652 1434 911">Lara Magnasdottir explained the time frame for the bill. To date, it has already gone through the Education Committee and is now in Appropriations where they are going to assign a cost to it. Once it comes out of Appropriations, it will then go to the Senate floor for a vote. If it passes the Senate, it will go to the Assembly where it must go through an Education Committee, Appropriations, and then the Assembly floor. There is still a lot of process before it makes it to the Governor. The Governor has until the end of September to sign the bill.</p> <p data-bbox="331 964 1339 1066">Becky Hachmyer indicated that our representatives want our input. They are looking for someone with an educational voice to guide them. This can be an opportunity for us.</p> <p data-bbox="331 1120 1423 1180">Lara Magnasdottir presented the issues raised by statewide organizations about the bill, highlighting CCDAA. The issues they have raised are:</p> <ol data-bbox="363 1195 825 1417" style="list-style-type: none"> 1. Facilities 2. Local delivery model 3. Teacher qualifications 4. Teacher supervision 5. Programmatic standard 6. Extended care, per child funding. 		

Agenda Item	Discussion	Action	Follow-Up
	<p>She also reviewed the matrix created by the R&R Network that lays out the differences between what is proposed in the new legislation, current Head Start, current state preschools, current TK, and the unintended consequences.</p> <p>John Eberly suggested that, instead of breaking into small groups as originally planned, we should offer suggested input for the Advocacy Committee to use when drafting a position statement.</p> <p>Input discussed:</p> <ul style="list-style-type: none"> • Providing 4 year olds with free preschool is good, but the bill does not have the expertise/input from the ECE field • Advocacy needs to express the voice of the ECE field • The bill needs a funding mechanism for staff development • CCPC should create a workgroup that addresses possible unintended consequences, propose solutions • Use information from other sources to create our own statement • Calling it TK is going to cause a lot of confusion • Some agencies have sign-on letters, perhaps CCPC should sign-on to one of those rather than drafting our own • Do both – sign-on and add our own spin to a position statement <p>John Eberly mentioned that timing is critical.</p>		
Adjournment		<p>Meeting adjourned at 11:00am by unanimous consent.</p>	



Child Care Planning Council of Sonoma County
June 6, 2014
 SCOE, Santa Rosa

Meeting Minutes Approved on August 1, 2014

Members Present: Carrie Anabo, Teri Clark, Angela Cuellar, Missy Danneberg, Melanie Dodson, Becky Hachmyer, Susan Harvey, Amy Howder-Thompson, Kathy Kelly, Gloria Leifried, Jynx Lopez, Debb Reece, Cheryl Scholar, Marianne Schwarz-Kesling, Heather Sweet-Krikac, Cathy Vaughn, Margie Vondrak, Terry Ziegler and Stephen Zollman

Members Notified Absent: Chiara Bacigalupa, Debbie Blanton, Elisabeth Chicoine, Tammy Larimore, John Eberly, Noel Mitchell and Teri Porter

Members Absent: Kellie Noe and Katie Welch

Advisors Present: Lara Magnusdottir

Guests Present: Gary Hochman, Allison Goodwin, Olga King and Ulla Mast

Staff Present: Carol Simmons, Susy Marrón and Kathy Parnay

Agenda Item	Discussion	Action	Follow-Up
Call to Order	The meeting began with introductions and an icebreaker activity led by Gary Hochman. Jynx Lopez then called the meeting to order.	Meeting was called to order by Co-Chair Jynx Lopez at 9:30am.	
Approval of Agenda		Agenda approved by unanimous consent.	
Public Comments	No public comment heard.		
Consent Calendar	Consent Calendar <ul style="list-style-type: none"> • CCPC Meeting Minutes of May 2, 2014 • Revisions to Executive Committee Protocol – Coordinator’s Function • Ratify Executive Committee’s time-urgent decision to contract with Nilsson Consulting for 2014 Needs Assessment 	The Consent Calendar was approved by unanimous consent.	
Finance Committee Report	a) Year-end Allocations	a. Margie Vondrak moved to authorize the Treasurer and/or Coordinator to expend	

Agenda Item	Discussion	Action	Follow-Up
	<p>b) Preliminary 2014-2015 Budgets</p>	<p>any year-end funds on the 2014 Needs Assessment and other needs that are identified. Cathy Vaughn seconded. Motion carried.</p> <p>b. Margie Vondrak moved to accept the preliminary 2014-2015 budgets as submitted. Carrie Anabo seconded. Motion carried.</p>	
<p>Membership Committee</p>	<p>Officer Elections</p>	<p>Results of the election are as follows:</p> <ul style="list-style-type: none"> • Co-Chair – Melanie Dodson – by vote in favor of all 15 members present • Chair-Elect – Stephen Zollman and Rebecca Hachmyer voted for Stephen Zollman; the remaining 13 members present voted for Kathy Kelly – Kathy Kelley elected. • Treasurer – Margie Vondrak – by vote in favor of all 15 members present 	
<p>Advocacy Committee</p>	<p>Sign-on Recommendations for State Budget proposals</p> <p>Stephen Zollman presented the current issues regarding ECE reinvestments in the California budget proposals, as summarized on the background document in the meeting packets. Discussion was had regarding information known, and advocacy opportunities and</p>	<p>Marianne Schwarz-Kesling moved to approve a CCPC position of 1) supporting increased investments in slots, rates and quality, and 2) that if CPKP is enacted, that ECE</p>	<p>Carol will draft the letter by Monday afternoon and send to the Public Policy Committee</p>

Agenda Item	Discussion	Action	Follow-Up
	options.	stakeholders should be involved in the development of the system, with identification of key issues to be considered. Carrie Anabo seconded. Teri Clark abstained. Motion carried.	members, for feedback by Tuesday morning, and then she will send it to the Governor.
2013-2014 Year in Review	2013-2014 Year in Review Committees presented the highlights of their accomplishments for this year.		
Strategic Plan, Executive Committee and Member Input, Formation of 2014-2015 Committees	<p>The Executive Committee introduced their recommendations for next year. Members were then asked to place their suggestions/comments via post-its on the charts provided by the Executive Committee.</p> <p>Gary Hochman then led the group in the tentative formation of the 2014-2015 Committees.</p> <p>Members and guests signed up for committees.</p> <p>Finalization of committees was discussed, and formation actions taken.</p>	<p>Rebecca Hachmyer moved that we not form an Outreach/Marketing Committee. Seconded by Stephen Zollman. Motion carried by vote in favor by all members present.</p> <p>Heather Sweet-Krikac moved that we form an Ad Hoc Public Policy Committee meeting. Seconded by Cathy Vaughn. Motion carried by vote in favor by all members present.</p> <p>Terry Ziegler moved that we form an Ad Hoc Public Relations Committee. Seconded by Marianne Schwarz-Kesling. Motion carried by vote in favor by all members present.</p>	

Agenda Item	Discussion	Action	Follow-Up
		<p>Cathy Vaughn moved that we form an Ad Hoc Week of the Young Child Committee. Seconded by Amy Howder-Thompson. Motion carried by vote in favor by all members present.</p> <p>Teri Clark moved that we form an Ad Hoc Professional Development Committee, with an Early Learners Conference Planning Work Group. Seconded by Amy Howder-Thompson. Motion carried by vote in favor by all members present.</p> <p>Stephen Zollman moved that we form an Ad Hoc Data/Needs Assessment Committee. Seconded by Kathy Kelley. Motion carried by vote in favor by all members present.</p>	
Committee Report Outs	Committees met to develop preliminary action plans with strategies, action steps, planned completion dates, leads, and for any new strategies, linkages to the Strategic Plan or Child Care Plan. Committees presented their beginning work on these plans to the full group, and received input and feedback from the rest of the group.		Committees will meet before the next CCPC meeting (8/1) to finalize plans, which will be

Agenda Item	Discussion	Action	Follow-Up
			<p>approved by the full Council. Carol will send electronic plan templates to Committee Chairs.</p> <p>Question for CCPC meeting – should CCPC have an answer to the question of where donations for ECE should be made?</p>
Appreciations and Acknowledgements	Co-Chairs distributed certificates recognizing years of service to the CCPC members, and then the group participated in a closing activity expressing appreciations.		
Adjournment		Meeting adjourned at 2:55pm by unanimous consent.	