



Child Care Planning Council of Sonoma County
Executive Committee Meeting
Thursday, July 18, 2013
9:00am - 11:00am
SCOE, Santa Rosa

The mission of the Child Care Planning Council of Sonoma County is to convene and inspire the community through collaboration, leadership and advocacy to promote and plan for quality child care and development for the benefit of all children (birth to 18), their families and Sonoma County.

DRAFT MINUTES

Members Present: Melanie Dodson, Jynx Lopez, Margie Vondrak, Kathy Kelley
 Member Absent: Michelle Nardone (membership resignation received)

**Action Item

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Meeting called to order by Co-Chair Jynx Lopez at 9:03am.
2. Approval of Agenda**	Agreement on topics for meeting.	Agenda approved as submitted by unanimous consent.
3. Public Comment	No public comment heard.	
4. Minutes/Notes a. Approval of June 27th Executive Committee meeting minutes**		June 27th Executive Committee meeting minutes approved as submitted by unanimous consent.
5. CCPC Project/Committee Updates – as needed a. CARES Plus b. AB212 c. Gateway to Quality – CLASS training d. Advocacy/Outreach Committee	Carol Simmons provided updates to Executive Committee on status of programs and projects: a. EC reviewed draft CARES Plus graphic report. b. EC reviewed AB212 report to CDD. c. Carol provided update on CLASS costs. Carol also reported that we received 2 applications for our 2 Spanish-speaking FCC QIVs. d.	a. Staff will make suggested changes. b. c. We will move forward with scheduling CLASS training in September. Kathy, Margie and Jynx are willing to serve on QIV screening interview – Carol will schedule.

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<ul style="list-style-type: none"> e. Marketing Committee – EIR Infographic** f. Professional Development Committee g. Finance Committee h. Membership Committee – Chair nominations i. Facilities Development j. Partnership for Children k. Transitional Kindergarten l. Data Workgroup – Child Care Trends m. CDD-Contractors Collaborative n. ECE Conference o. Zip Code Priorities p. READY – salary allocations 	<ul style="list-style-type: none"> e. EC reviewed second version, and suggested some changes. f. g. h. No nominations have yet been received; Carol will send a follow-up email to the membership. i. j. Discussed Steering Committee membership and MOU with PFC and CPI. k. l. Discussed difficulty with getting revised data as requested. Will use what we have for this year, and try to get more data for future years. m. n. o. p. Reviewed draft allocation justification for READY invoices. 	<ul style="list-style-type: none"> d. e. Carol will work with B on revisions, and we will bring final draft to CCPC on 8/2. After completion, we'll also look at approaching North Bay Business Journal to do an article like the recent one on money generated by beer.
<ul style="list-style-type: none"> 6. Coordinator's Report <ul style="list-style-type: none"> a. Community meetings participation b. Miscellaneous 	<ul style="list-style-type: none"> a. Carol reported that the First 5 ECE Committee is looking at the issue of Quality Rating Systems. b. Reviewed draft CCPC Accomplishments Report 	<ul style="list-style-type: none"> a. Will add to Hot Topic items b. Staff will make suggested revisions and bring to CCPC 8/2.
<ul style="list-style-type: none"> 7. EC Activities <ul style="list-style-type: none"> a. Follow-up on June Retreat <ul style="list-style-type: none"> i. 13-14 activities -ECE Conference, Website as way to solicit comments from field (Facebook?/Questions?), READY, Collect best 	<ul style="list-style-type: none"> a. Will discuss identified activities and Strategic Plan at EC Retreat. 	<ul style="list-style-type: none"> a.

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<p>practices on website (link to Upstream) (Professional Development), Integrate values/ethics;</p> <p>b. SCOE/CCPC MOU</p> <p>c. CCPC evaluation update</p> <p>d. Plan EC Retreat – When? Where? Topics - Evaluation; Name</p> <p>e. EC Guidelines – add Closed Meetings?</p> <p>f. Staff Evaluation Protocol revision</p> <p>g. Protocol/checklist for consideration of funding opportunities</p> <p>h. Request for Sponsorship – research project</p>	<p>b. Carol presented idea of MOU to Mickey Porter, and we will schedule a meeting for CCPC and SCOE to discuss.</p> <p>c. Survey results are in.</p> <p>d.</p> <p>e. Reviewed proposed revisions.</p> <p>f. Reviewed proposed revisions.</p> <p>g. To EC retreat</p> <p>h. Reviewed updated info on request to sponsor research project</p>	<p>b. Report.</p> <p>c.</p> <p>d. EC Retreat will be on August 27th, at Margie’s home. Topics will include: CCPC eval, EC Goals, 13-14 activities/Strategic Plan, Plan Hot Topics, New Funding Protocol, CCPC name. We will not use a facilitator, and will do a potluck.</p> <p>e. EC approves proposed revisions; to CCPC 8/2.</p> <p>f. EC approves proposed revisions; to CCPC 8/2.</p> <p>h. Decided to support by providing peer review, and use of the phrase “with the support of CCPC”, but not sponsorship.</p>
<p>8. Plan future Council meetings (see Agenda Development strategies, below)</p>	<p>Planning of Hot Topics to EC retreat.</p>	
<p>9. Adjourn**</p>		<p>Meeting adjourned at 10:55am.</p>