

**LPC Annual Member Retreat
& General Council Meeting**
Friday, December 2nd | 8:30am – 2:30pm
San Damiano Retreat Center | 710 Highland Drive | Danville, CA 94526

Facilitators: Cathy Roof, M.A., LPC Chair
Doug Rowe, First LPC Vice Chair
Silvana Mosca-Carreon, Second LPC Vice Chair
Ruth Fernandez, M.A., LPC Coordinator

Objectives:

1. Provide overview of LPC accomplishment and activities during 2015-2016 to community stakeholders and LPC appointing entities (County Superintendent of Schools and County Board of Supervisors)
2. Review and discuss lessons learned and trends that will inform LPC work moving forward
3. Explore broadening LPC's approach to collaborating, coordinating and planning critical Early Care and Education (ECE) services that impact families, children and the ECE workforce
4. Broaden our understanding of current ECE workforce development challenges, opportunities and ethical dilemmas
5. Reconnect with one another as a group of leaders and community members committed to advancing and expanding high quality early learning and care services for children and families

The projected timeline is a projection only not a limitation on the length of any agenda item, and may be revised at the meeting. The Contra Costa Local Planning & Advisory Council for Early Care and Education (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in The Contra Costa Local Planning and Advisory Council for Early Care and Education meetings who contact the LPC Coordinator at least 48 hours before the meeting at 925-942-3413.

TIME	ITEM	PRESENTER(S)
8:30am (30 min)	Continental Breakfast – all Council members arrive Community Building – Nature Walk (optional)	All
9:00am (30 minutes)	Welcome and Housekeeping from LPC Coordinator Welcome from the LPC Chair Special Guests Introduced Introductions From the Group (activity)	Ruth Fernandez Cathy Roof Silvana Mosca-Carreon Doug Rowe
9:30am (30 minutes)	Agenda Review Group Norms and LPC Role in the Local Community Accomplishment and Activities 2015-2016	Ruth Fernandez
10:00am (60 minutes)	Presentation: Speaker Introduction by Doug Rowe Early Childhood Workforce Index 2016 Caitlin McLean, Ph.D., Workforce Research Specialist Center for the Study of Child Care Employment Institute for Research on Labor and Employment University of California, Berkeley	Caitlin McLean, Ph.D., University of California, Berkeley
11:00am (15 minutes)	Break	
11:15am (45 minutes)	Presentation – Speaker Introduced by Ruth Fernandez Child Care Needs Assessment and Facilities Study 2017-2020 Joanne Brion, Brion Economics, Inc.	Michelle Nilsson, Brion Economics, Inc.
12:00pm (60 minutes)	Lunch	
1:00pm (45 minutes)	Small Group Discussions: (30 minutes) ECE Workforce Initiatives and Policy Changes: What is ahead? Advancing School-Family-Community Partnerships Speak Out for Children: Who is missing at the table? Advocacy Efforts Report Out From Each Group (5 minutes each)	Ruth Fernandez Terrissa Hein Marissa Frias
1:45 (15 minutes)	Open Business Meeting: Review and Consider Approval of LPC Appointment Recommendations from LPC Executive Committee – ACTION REQUIRED Edirle Menezes, Public Agency 2 – Central/South Stacie Roundtree – Child Care Provider East Close Meeting	Cathy Roof
2:00 (30 minutes)	Next steps and Agreements Evaluation Activity Closing Remarks	Ruth Fernandez Cathy Roof
2:30	Adjournment	

Minutes of General Council Meeting Monday, September 26, 2016 3:00-5:00 pm

Meeting Location:
Contra Costa County Office of Education
Board Room
77 Santa Barbara Road
Pleasant Hill, CA 94523-4201

Members Present: Luis Arenas, Brenda Brown, Carolyn Johnson, Deena Jones, Crystal McClendon-Gourdine, Joan Means, Silvana Mosca-Carreon, Deborah Penry, Eric Peterson, Chair Cathy Roof, Aurora Ruth, and Dan Safran

Members Absent: Doug Rowe, Eran Perera, Janeen Rockwell-Owens

Staff Present: Melody Yee, Ruth Fernandez, and Marissa Frias

Guests: Catherine Oliver, Library Admin, Fran Bickerman, First 5 Contra Costa, Joseph Voelker, Congressman Mark Desaulnier's Office, Sue Shepardson, WestEd/PITC, Edirle Menezes, First 5 Contra Costa, Lanre Ajayi, WCCUSD, Craig Cheslog, Vice President for California Policy and Advocacy, Common Sense Kids Action, Sean Casey, First 5 Contra Costa

1.0 Call to Order: Cathy Roof, LPC Chair

- Welcome / Introductions: Chair Cathy Roof called to order the Contra Costa County Local Planning and Advisory Council for Early Care and Education General Council meeting at 3:18 p.m. and welcomed everyone. Introductions completed.
- Consider Approval of July 25, 2016 Minutes: Deborah Penry moved to approve the 7-25-2016 minutes. Dan Safran seconded the motion. Deena Jones and Joan Means abstained. Motion carried.
 - AYE: Luis Arenas, Brenda Brown, Carolyn Johnson, Crystal McClendon-Gourdine, Deborah Penry, Eric Peterson, Janeen Rockwell-Owens, Chair Cathy Roof, Aurora Ruth, and Dan Safran
 - NAY: None
 - ABSENT: Doug Rowe, Eran Perera, Janeen Rockwell-Owens
 - ABSTAIN: Deena Jones, Joan Means
- Review and Adoption of September 26, 2016 Meeting Agenda: Carolyn Johnson moved to approve the agenda. Silvana Mosca-Carreon seconded the motion. Motion carried.
 - AYE: Luis Arenas, Brenda Brown, Carolyn Johnson, Crystal McClendon-Gourdine, Silvana Mosca-Carreon, Deborah Penry, Eric Peterson, Chair Cathy Roof, Aurora Ruth, Joan Means, Deena Jones, and Dan Safran
 - NAY: None
 - ABSENT: Doug Rowe, Eran Perera, Janeen Rockwell-Owens
 - ABSTAIN: None

2.0 Public Comment

- Items on Agenda
 - No public comment.

- Items of Interest to the Public
 - No public comment

3.0 Accept California Transitional Kindergarten Stipend Project (CTKS) Report from Staff – Marissa Frias and Ruth Fernandez

- A written report was included in the meeting packet. Ruth Fernandez presented a brief overview of the information included in the report and briefly discussed changes to the CTKS contract with the California Department of Education over the next three years. Marissa Frias gave an overview of the provided charts and explained the changes in CTKS guidelines. Marissa Frias answered questions from the Council. Deborah Penry stated she was pleased to see how the program has grown during the past year and successfully improved outreach efforts. Ruth Fernandez mentioned that the CTKS funding allocation for Contra Costa County will continue to be the same over the next three years; the goal is to fully disburse all funds by March 30, 2019 – staff will continue to work with school districts, HR departments, and TK and CSPP teachers to build ensure everyone is aware of the CTKS reimbursement opportunity.

4.0 LPC Coordinator Updates – Ruth Fernandez

- Ruth Fernandez and the LPC General Board Officers presented former LPC Administrative Assistant Mary Louise Vander Meulen with a Thank You in appreciation for her time served.

5.0 LPC Committee Report

- Chair Cathy Roof reviewed the Bylaws regarding attendance. She introduced adoption of a new Council Member policy that requires a one week meeting confirmation from each LPC member prior to any LPC General Council or Committee Meeting in order to confirm quorum. She reminded Council members to invite community stakeholders and representatives to attend LPC meetings to contribute to Council work with input and/or resources. Community involvement will also help identify potential and new LPC members. Ruth Fernandez mentioned to guests that all committee meeting information is located on the LPC website.
- Ruth Fernandez shared the Annual Member Retreat Save the Date for December 2, 2016 at the San Damiano Retreat in Danville. Ruth mentioned that the annual retreat is an opportunity to revisit multi-year Comprehensive Countywide Child Care Plan goals and strategies which will be due for renewal in 2017.
- Chair Cathy Roof shared the 2017 Annual Young Children's Issues Forum Save the Date set for March 18, 2017.
- Chair Cathy Roof called for a 10 minute break at 3:50pm. Meeting reconvened at 4:04pm.

6.0 A Child-Centered System: The Right Start Commission's Vision for California

- Craig Cheslog presented a PowerPoint about *A Child-Centered System* and explained the goals and initiatives his group is aiming to achieve, including universal coverage by 2021. The presentation was followed by a Q&A period.
- Deena Jones gave personal examples regarding child care challenges for parents as it applied to Craig's presentation.

7.0 Council Member Reports on Meetings attended on behalf of LPC

- Joan Means reported on the 40th Anniversary of the Contra Costa Child Care Council Celebration. Joan and other LPC members attended the event, they commented on the excellent presentation delivered by the keynote presenter Dr. Ross Thompson about the impact of Toxic Stress. She also mentioned the 2017 Spring conference hosted every year by the Contra Costa Child Care Council will be focused on Trauma Informed services.

Adjournment

- Chair Cathy Roof moved to adjourn the meeting. Silvana Moscana-Carreon seconded the motion. Motion carried. Meeting adjourned at 5:05 p.m.
 - AYE: Luis Arenas, Brenda Brown, Carolyn Johnson, Crystal McClendon-Gourdine, Silvana Mosca-Carreon, Deborah Penry, Eric Peterson, Chair Cathy Roof, Aurora Ruth, Joan Means, Deena Jones, and Dan Safran
 - NAY: None
 - ABSENT: Doug Rowe, Eran Perera, Janeen Rockwell-Owens
 - ABSTAIN: None

Next Meeting: December 2, 2016 at the LPC Annual Member Retreat.