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Contra Costa County Office of Education
The Contra Costa Local Planning and Advisory Council for Early Care and Education (LPC)

Purpose: LPC Executive & Budget Committee Meeting
Location: Las Trampas Conference Room
Time: 9:00 AM – 11:00 AM

Facilitator: Cathy Roof, Chair
Timekeeper: Ruth Fernandez
Recorder: Melody Yee

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 County Local Planning and Advisory Council for Early Care and Education (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in Contra Costa County 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.

AGENDA Monday, May 8, 2017

TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
9:00 – 9:10	Welcome/Introductions <ul style="list-style-type: none"> Minutes Review and Approval for 4.10.17 - Action Agenda Review and Approval for 5.8.17 - Action 	C, A	Cathy	Approval of minutes and agenda
9:10 – 9:25	Public Comment <i>If you wish to speak on a matter on the agenda, please give your name and identify any group or organization you represent for the record prior to your presentation.</i> <i>If you wish to speak on a matter NOT on the agenda, please wait until the Chair calls for public comment on items of interest to the public. The Council shall only take action related to items listed on the current agenda.</i> <ul style="list-style-type: none"> Items on the agenda Items of interest to the public 	I	All	Information
9:25 – 10:00	Staff Updates: <ul style="list-style-type: none"> FHS Meeting on May 22, 2017 Presenting Zip Code Priorities and LPC Member Appointments Budget Updates Needs Assessment and Child Care Facilities Study AB 435 Update 	I, D	Ruth	Staff updates related to project implementation, state funding, budget, and correspondence received
10:00 – 10:45	Define LPC General Meeting for 5/19 <ul style="list-style-type: none"> Zip Code Priorities Public Hearing Discuss Possible Presenters Governor's Budget May Revision 	I, D, C	Cathy	Define key topic areas for the May 19 LPC General Council Meeting
10:45 – 11:00	Committee Updates <ul style="list-style-type: none"> Advocacy – Eric Peterson Project & Workforce Development – Carolyn Johnson School Readiness – 	D, C		Plan for General Council Meeting
11:00	Adjournment – Action	A	All	

D = Discussion **C** = Consensus **A** = Action **I** = Information

- Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the LPC to a majority of members of the Executive Committee less than 96 hours prior to that meeting are available for public inspection at 77 Santa Barbara Road, Pleasant Hill, during normal business hours.
- Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

**CONTRA COSTA COUNTY
LOCAL PLANNING AND ADVISORY COUNCIL
FOR EARLY CARE AND EDUCATION
Minutes of the Executive & Budget Committee Meeting
Monday, April 10, 2017
3:00 PM – 5:00 PM
John Muir Room**

Members Present: Chair Cathy Roof, Carolyn Johnson, Silvana Mosca-Carreon, Deborah Penry, Dan Safran

Members Absent: Luis Arenas, Eric Peterson, Doug Rowe

Staff Present: Ruth Fernandez, Melody Yee

Call to Order – Cathy Roof

- Welcome: Chair Cathy Roof called to order the Contra Costa Local Planning and Advisory Council for Early Care and Education Executive and Budget Committee meeting at 3:08 p.m.
- Deborah Penry motioned approval of the minutes for the Executive & Budget Committee meeting held on January 9, 2017 with the addition of adding the Forum Debrief to the agenda. Dan Safran seconded the motion. Motion approved.
 - AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
 - NAY: None
 - ABSENT: Arenas, Peterson, Rowe
 - ABSTAIN: None
- Deborah Penry motioned approval of the agenda for April 10, 2017. Carolyn Johnson seconded the motion. Motion approved.
 - AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
 - NAY: None
 - ABSENT: Arenas, Peterson, Rowe
 - ABSTAIN: None

Public Comment:

- It was announced that Caroline Ortiz, Director of Care Parent, is leaving her position to work for the County ADA. An inside person will be stepping in to take her place. That person was not announced at this time.
- Carolyn Johnson announced the First 5 Immigration Forum to be held April 20, 2017 from 9:00 a.m. to 12:30 p.m. at the Crowne Plaza Hotel, located at 45 John Glenn Drive in Concord.

Staff Updates

- **CDE Contract Updates: AB 212 25% Reduction**
 - It was announced and discussed about the 25% reduction in the 2017-2018 AB 212 budget from the California Department of Education. The draft for the next year's State Plan is to be further discussed later in the meeting (see next topic on agenda).

Minutes Approved: Draft

Minutes Taken by: Melody Yee

- **LPC Member Application**
 - A review and short discussion about Cindy Molander and her application to join the LPC. Dan Safran motioned to accept Cindy Molander's LPC application, Carolyn Johnson seconded the motion. Motion carried:
 - AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
 - NAY: None
 - ABSENT: Arenas, Peterson, Rowe
 - ABSTAIN: None
- **AB 435 Update:**
 - The Pilot is meeting resistance from the Child Care Law Center, regarding some eligibility language. The First 5 Association will consider an amendment, but a decision may not be made before the April 25 hearing.
 - Support letters are needed from providers and families, a draft letter will be created.
- **2017 Forum Debrief:**
 - A review of the evaluation and action statements followed by a brief discussion about the statements followed.
- **The Passing of Joe Ovick:**
 - An announcement was made about the unexpected passing of former Superintendent Dr. Joseph Ovick. The Board will send a sympathy card to the family.
- **Change of Date for the May General Board Meeting:**
 - A brief discussion of the proposed change of date and a consensus was reached to change the May General Board Meeting from May 22 to May 19.
- **Zip Code Priorities Ad Hoc Committee:**
 - It was agreed to create a Zip Code Priorities Ad Hoc Committee.
- **LPC Member Orientation:**
 - It was announced the LPC Member Orientation for Edirle Menezes and Stacie Roundtree would take place on April 24, 2017 before the General Board Meeting that afternoon.
- **Dan Safran Resignation:**
 - Dan Safran announced his resignation from the LPC to the Executive and Budget Committee. Dan thanked the Committee, expressed his hope they will continue their great work and that he hoped to collaboration with the LPC in the future.

Define LPC General Council Meeting for 4/24:

- A draft agenda was passed around for review:
 - Consideration of approval of AB 212 State Plan for Fiscal Year 2017-2018 was moved to an update (Executive and Budget Committee approved the plan at this meeting).
 - Removal of the announcing of the 25% AB 212 budget reduction, see above, will be included in the general update.
 - A date correction regarding the next General Board Meeting in May.

AB 212 State Plan Discussion

- The Committee discussed how the 25% reduction would affect incentive funds and the possible limitation of stipends.
- A discussion followed about to use the available funds more efficiently to still allow for incentives and stipends.

Minutes Approved: Draft

Minutes Taken by: Melody Yee

- It was agreed to meet again for a closed session to further discuss the AB 212 State Plan on April 13, 2017 in place of the School Readiness Committee Meeting.
- Dan Safran moved to approve the proposed AB 212 State Plan draft with the understanding changes may be made. Deborah Penry seconded the motion.

Motion carried:

- AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
- NAY: None
- ABSENT: Arenas, Peterson, Rowe
- ABSTAIN: None

Action Items:

- Create a draft letter of support for the AB 435 Pilot.
- Cancel the School Readiness Committee Meeting on April 24 and reschedule it as an Executive and Budget Committee Meeting with a Closed Session to further discuss the AB 212 State Plan for 2017-2018

Adjournment:

- Deborah Penry moved to adjourn. Carolyn Johnson seconded the motion. Motion carried. Meeting adjourned at 5:08 p.m.
 - AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
 - NAY: None
 - ABSENT: Arenas, Peterson, Rowe
 - ABSTAIN: None
- **Next Meeting:** May 8, 2017 9:00-11:00 a.m. (Las Trampas Conference Room at CCCOE)