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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:** Board Room  
**Time:** 2:30 PM – 3:00 PM

**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, October 23, 2017

TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
2:30 – 2:40	<b>Welcome/Introductions</b> <ul style="list-style-type: none"> <li>Minutes Review and Approval for 9.15.17- <b>Action</b></li> <li>Agenda Review and Approval for 10.23.17 - <b>Action</b></li> </ul>	C, A	Cathy	Approval of minutes and agenda
2:40 – 2:45	<b>Public Comment</b>  <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. 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"> <li>Items on the agenda</li> <li>Items of interest to the public</li> </ul>	I	All	Information
2:45 – 3:00	<b>LPC Annual Self Evaluation</b>	A	Ruth	Review Education Code Mandates outlined in Annual Evaluation and Check for LPC Compliance.
3:00	<b>Adjournment – Action</b> <b>Next Meeting Date: November 13, 2017</b>	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  
Friday, September 15, 2017  
1:00 PM – 3:00 PM  
John Muir Room**

**Members Present:** Chair Cathy Roof, Carolyn Johnson, Silvana Mosca-Carreon, Eric Peterson, Doug Rowe

**Members Absent:** Deborah Penry

**Staff Present:** Ruth Fernandez, Melody Yee

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**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 1:07p.m.
- Doug Rowe motioned approval of the minutes for the Executive & Budget Committee meeting held on July 19, 2017. Carolyn Johnson seconded. Motion approved.
  - AYE: Roof, Johnson, Mosca-Carreon, Peterson, Rowe
  - NAY: None
  - ABSENT: Penry
  - ABSTAIN: None
- Carolyn Johnson motioned approval of the agenda for September 15, 2017 with the change to move the CoCoKids agenda to an action item. Silvana Mosca-Carreon seconded. Eric Peterson abstained. Motion approved.
  - AYE: Roof, Johnson, Mosca-Carreon, Peterson, Rowe
  - NAY: None
  - ABSENT: Penry
  - ABSTAIN: Peterson

**Public Comment:**

- Ruth Fernandez announced:
- Superintendent Karen Sakata released a stance on the DACA issue
- The statewide QRIS program has several upcoming changes
- Reminded the Committee about the CCCOE online tool: All Kids are Our Kids

**Countywide Needs Assessment & Facilities Study**

- Ruth Fernandez announced the MOU between the COE, CoCoKids and Brion Economics is complete and the survey should go out soon
- Ruth Fernandez announced the Stakeholder survey would be postponed until the Round Table Meeting
- The Needs Assessment Meeting is scheduled for October 27, 2017 from 9:00am to 12:00pm in the Las Trampas Conference Room at the Contra Costa County Office of Education

Minutes Approved:

Minutes Taken by: Melody Yee

### **LPC Training Modules Project**

- Ruth Fernandez informed the Committee that Module One History and Structure may be unveiled at the next Council Meeting

### **Annual Member Retreat**

- Committee agreed on December 15, 2017 and NatureBridge as the location. Discussion of extending the hours of the retreat from 10am to 7pm were considered.

### **CoCoKids Luncheon Sponsorship**

- Cathy Roof motioned to purchase a \$500 table for 10 sponsorship for the CoCoKids Luncheon. Silvana Mosca-Carreon seconded. Motion carried.
  - AYE: Roof, Johnson, Mosca-Carreon, Peterson, Rowe
  - NAY: None
  - ABSENT: Penry
  - ABSTAIN: Peterson

### **October 11 Town Hall Meeting**

- Ruth Fernandez said her and Camila Rand will attend the Town Hall. Ruth asked that each member send the information to their respective audiences of interest.

### **AB 435 Update**

- Ruth Fernandez stated the bill is currently on the governor's desk awaiting approval or veto. She will follow up with the Committee once the bill passes or does not pass.

### **Review LPC Applications**

- The Committee reviewed and voted on the following applications: Phelicia Lang, Denise Clarke, and Edirle Menezes (renewal)
- Cathy Roof motioned to accept the application. Carolyn Johnson seconded. Motion carried.
  - AYE: Roof, Johnson, Mosca-Carreon, Peterson, Rowe
  - NAY: None
  - ABSENT: Penry
  - ABSTAIN: None

### **Agenda Planning & Discussion for September 25th**

- The Forum is the responsibility of all Committee Members
- Brion Economics Update
- Save the Date flyer for the LPC Annual Retreat

### **Adjournment:**

- Silvana Mosca-Carreon moved to adjourn. Doug Rowe seconded. Motion carried. Meeting adjourned at 2:53 p.m.
  - AYE: Roof, Johnson, Mosca-Carreon, Peterson, Rowe
  - NAY: None
  - ABSENT: None
  - ABSTAIN: None
- **Next Meeting:** November 13, 2017 9:00-11:00 a.m. (Las Trampas Room at CCCOE)

Minutes Approved:

Minutes Taken by: Melody Yee