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

Purpose: LPC Ad Hoc Facilities Committee Meeting
 Location: CCCOE – Briones Conference Room

Facilitator: Luis Arenas
 Timekeeper: Ruth Fernández
 Recorder: Mary Louise Vander Meulen

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.



AGENDA
Thursday, October 22, 2015
3:00 – 5:00 PM

TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
3:00 - 3:05	Welcome/Introductions Agenda Review and Approval for 10.22.15 - Action Minutes Review and Approval for 9.30.15 - Action	C, A	Luis	Approval of agenda and minutes
3:05 – 3:15 3 min. per speaker	Public Comment <ul style="list-style-type: none"> Items on the agenda Items of interest to the public 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	Luis	Information shared
3:15 – 3:45	Staff Updates: Conversation with Low Income Investment Fund Data Collection Efforts	I, D	Ruth	Information Shared Group Discussion
3:45 – 4:45	Planning for Child Care Facilities Development Round Table Discussion – Nov. 23rd <ul style="list-style-type: none"> Invited Stakeholders Follow-up Phone Calls Draft Agenda 	I,D,C	All	Group Discussion/Task Delegation
4:45 – 5:00	Agenda Items for Next Meeting/Next Steps Adjournment	I,D,C	All	Group Discussion to set meeting agenda and date

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

NOTE:

- 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 LPC Ad Hoc Facilities 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.

Minutes of Ad Hoc Facilities Committee Meeting

Wednesday, September 30, 2015

3:00 – 5:00 pm

Las Trampas Room

Committee Members Present: Chair Luis Arenas, Carolyn Johnson, Kathy Lafferty, Margaret Wiegert-Jacobs

Committee Members Absent – None

Staff Present: Ruth Fernandez, Mary Louise Vander Meulen

Guests: None

Welcome/Introductions:

- Chair Luis Arenas welcomed everyone to the meeting of the committee and called the meeting to order at 3:12 p.m.

Agenda Review/Approval:

- Kathy Lafferty moved to approve the agenda for September 30, 2015. Carolyn Johnson seconded the motion. Motion carried.
 - AYE: Arenas, Johnson, Lafferty, Wiegert-Jacobs
 - NAY: None
 - ABSENT: None
 - ABSTAIN: None

Minute Review/Approval:

- Margaret Wiegert-Jacobs moved to approve the minutes from the August 24, 2015 meeting. Kathy Lafferty seconded the motion. Motion carried.
 - AYE: Arenas, Lafferty, Wiegert-Jacobs
 - NAY: None
 - ABSENT: None
 - ABSTAIN: Carolyn Johnson

Public Comment:

- No public comment received on items on the agenda
- No items of interest to the public.

Review Facilities Committee Concept Paper and Refine:

- **Next steps:**
 - Ruth Fernandez provided an overview of the need for this committee. New federal and state funding has been granted in California but Contra Costa County is at capacity with the facilities that are available. Even so, 42% of children are not receiving needed care. This issue has really come to the forefront with the closure of a center in East County due to losing their lease and then not being able to find a facility.
 - Lengthy discussion on what plan of action can be taken:

Minutes taken by: Mary Louise Vander Meulen

Minutes Approved on: Draft

- Data Collection:
 - Map all available facilities including private and public centers with in the LPC priorities and supervisorial districts including:
 - Elementary schools
 - Churches
 - Head Start facilities
 - Housing facilities (low-income)
- **Key decision makers and stakeholders needed for this project**
 - Possible solutions:
 - Assess feasibility and interest from private providers to become CDE contract eligible
 - Capacity (contract earning, sustainability) building for potential new state contractors

Discuss possibility to launch community discussion about facilities issues during the LPC Annual Member Retreat

- The possibility of having a 2 hour roundtable at the LPC Member Retreat scheduled for November 23, 2105 was discussed. This would include inviting the following to the table:
 - Board of Supervisors
 - HUD
 - Planning and Development Department
 - COE (School District facilities)
 - CSB
 - State-funded Administrators
- Ruth Fernandez has a meeting with Candace Wong on October 9, 2015 to discuss the issue of facilities.

Define Committee Meeting Calendar

- Committee meeting dates agreed on for the next two months. Mary Louise will email everyone with confirmation of the dates once a room can be secured.
 - October 22, 2015 from 3-5 pm.
 - November 16, 2015 from 3-5 pm.

Agenda Items for Next Meeting/Next Steps

- Items for the LPC Member Retreat scheduled for November 23, 2015.

Adjournment:

- Carolyn Johnson moved to adjourn the meeting. Kathy Lafferty seconded the motion. The motion carried and the meeting was adjourned at 4:19 p.m.
 - AYE: Arenas, Johnson, Lafferty, Wiegert-Jacobs
 - NAY: None
 - ABSENT: None
 - ABSTAIN: None

Ad Hoc Facilities Committee Meeting Calendar 2015 – 2016

MEETING	DATE	TIME	LOCATION
LPC Ad Hoc Facilities	August 24, 2015	3:00-5:00 PM	CCCOE Briones Room
LPC Ad Hoc Facilities	September 30, 2015	3:00-5:00 PM	CCCOE Las Trampas Room
LPC Ad Hoc Facilities	October 22, 2015	3:00-5:00 PM	CCCOE Briones Room
LPC Ad Hoc Facilities	November 16, 2015	3:00-5:00 PM	CCCOE John Muir Room
LPC Ad Hoc Facilities			CCCOE
LPC Ad Hoc Facilities			CCCOE