

**CONTRA COSTA COUNTY
LOCAL PLANNING AND ADVISORY COUNCIL
FOR EARLY CARE AND EDUCATION
Minutes of the Executive & Budget Committee Meeting
Tuesday, January 19, 2016
9:00 AM – 11:00 AM
Las Trampas Room**

Members Present: Chair Deborah Penry, Crystal McClendon-Gourdine (late), Cathy Roof, Dan Safran

Members Absent: Carolyn Johnson

Staff Present: Ruth Fernandez, Mary Louise Vander Meulen

Call to Order – Deborah Penry

- Welcome: Chair Deborah Penry called to order the Contra Costa Local Planning and Advisory Council for Early Care and Education Executive and Budget Committee meeting at 9:11 a.m.
- Dan Safran motioned approval of the minutes for the Executive & Budget Committee meeting held on November 9, 2015. Cathy Roof seconded the motion. Motion approved.
 - AYE: Penry, Roof, Safran
 - NAY: None
 - ABSENT: Johnson, McClendon-Gourdine
 - ABSTAIN: None
- Cathy Roof motioned approval of the agenda for January 19, 2016 with the correction of the present meeting being held on Tuesday rather than Monday, January 19, 2016; and the next meeting to be held on March 14, 2016. Dan Safran seconded the motion. Motion approved with corrections.
 - AYE: Penry, Roof, Safran
 - NAY: None
 - ABSENT: Johnson, McClendon-Gourdine
 - ABSTAIN: None

Public Comment:

- No public comment.

Staff Updates:

- New LPC Appointees
 - Deena Jones and Doug Rowe were approved by the Board of Supervisors in December 2015 at the Family and Human Services meeting attended by Ruth Fernandez.
- CCCCA & CDE: January Quarterly Meeting Update
 - **Infant/Toddler Block Grant:** The hot topic at the January Quarterly meeting of CCCCCA and CDE held in Yolo County and attended to by Ruth Fernandez, was the Infant/Toddler Block Grant that was released this past Friday, January 15, 2016. This is a one-time allocation of funds to provide training, technical assistance and resources for sites with infants and toddlers. Ruth Fernandez will be working on the

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RFA with First 5. The RFA will need to be submitted by February 11, 2016. The intention of the state is to release the funds by March 1, 2016.

- **LPC & AB212 Evaluation:** A concurrent evaluation of LPC and AB212 will be contracted out to UCLA to determine the effectiveness and value of CA's LPCs and the AB212 initiative to educate and retain early childhood education staff, including the LPCs role in coordinating AB212. Twenty-eight (28) counties will be evaluated out of fifty-two (52); and 2016 will primarily be a data collection year. Interviews and surveys will be conducted of current and former LPC coordinators, council members, and AB212 participants.
- **2016-18 CCDF State Plan:** January 12, 2016 was a public hearing on the State Plan with a revised State Plan to be submitted to the Office of Child Care by March 1, 2016. June 2016 is the date the approved State Plan becomes effective
- **Governor's Proposed 2016-17 Budget:** The proposed system will include an Early Education Block Grant of \$1.6 billion in fiscal year 2016-17. The block grant will go to the LEAs; through a formula that uses factors such as population and need. This will combine funding from; CSPP funding, TK and CSPP QRIS Block Grant. Accountability will be integrated with LEA's existing LCAP. CDE is required to develop a child care plan to transition contracted funding into vouchers over the next 5 years.
- **CAEYC Advocacy Day on 2-3-16:** Cathy Roof will accompany Ruth Fernandez to this event that will be held in Sacramento at the capital. Ruth invited other members of the committee to join them; and to meet with the legislators. The cost is \$45 for the day.
- **LPC Coordinator Modules:** Ruth Fernandez shared that there has been a large turnover rate of LPC Coordinators in recent years, about half of the coordinators (28). There will be a use of one-time funds to develop LPC Coordinator modules to assist new LPC Coordinators. There is a need to examine what additional funding is needed to ensure LPC coordinators' ability to complete necessary duties.
- CCCCA Public Policy Platform
 - CCCCAs 2015-16 Public Policy Platform handout given to the committee members by Ruth Fernandez. This handout covered the issues that the Association advocates for in order to create and support a quality early care and education system.
- AB212 Updates – Site Supervisor & Director PLC
 - Ten individuals applied to the Site Supervisor and Director PLC. All ten were accepted.
 - One of the requirements of the PLC this year is to complete a sixteen hour online course with the McCormick Center at National Louis University in Illinois. Eight hours needs to be completed before the Feb 5-6, 2016 Retreat that will be held at the San Damiano Retreat Center in Danville.
 - A presenter from the McCormick Center will be doing a portion of the training on Saturday, February 6, 2016, Kathryn Graver. The name of the module is *Leading the Way*.
- CDE Reports – Verbal Update
 - A verbal update was given by Ruth Fernandez. The quarterly budget reports were submitted last week for AB212, CTKS, and LPC.
 - Ruth reported that the 1st round of reimbursements for the CTKS Project has been processed. Approximately \$11,500 has been given out in reimbursements so far.

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- It was noted that CDE is stating that 80% of the money will need to be spent by June 2016 or may have to give it back to the state. Further discussion will take place with the state regarding this matter.
- 2016 LPC Presentations
 - Discussion held on what possible presentations could be held at the LPC General Board Meetings over the next year. Suggestions that were given include:
 - QRIS
 - IMPACT
 - UC Berkeley – reports on the workforce
 - Professionalism in ECE
 - Governor’s Budget in May - present both sides and have agencies such as Early Edge, Advocacy Project, Children Now

Review LPC Annual Retreat Notes and Discuss Next Steps

- Committee members were given a hand-out that contained all comments written on the activity posters from the LPC Retreat. It was decided that everyone needed more time to look over the comments so this item was tabled until the next committee meeting.
- Deborah Penry offered to summarize the comments into subject categories.

Meeting with Superintendent Sakata

- The committee members requested Ruth Fernandez set up a meeting with Superintendent Karen Sakata preferably before the Forum, in February; maybe February 9, 2016 before the next Advocacy Committee meeting.
- The committee would like to hear an update on funding for special disabilities.

LPC Committee Reports and Updates:

- Advocacy – Legislative Visits
 - The next few weeks will focus on planning the Annual Forum and talking to the legislators in Contra Costa County.
 - Overview and a quick agenda for the day of the Forum, March 12, 2016 was shared by Ruth Fernandez. Ruth will forward a draft of the agenda to the committee. Karen Sakata, CCCOE Superintendent of Schools will be present to do the welcome. Dr. Julie Nicholson has accepted to be the keynote speaker for the day. Crystal Gourdine has agreed to moderate the teacher panel.
 - Sponsorship letters and forms to go out this week. First 5 Contra Costa has agreed to pay for breakfast and lunch, and the East Bay Foundation has agreed to assist in some way.
- Projects & Workforce Development – Present PAR Proposal-Excellence Campaign
 - Ruth presented a Participatory Action Project (PAR) on Excellence to the committee and shared a handout of the project. The project consists of three phases; online phase, persona phase, and phase three would include what emerged out of the research. Dan Safran has concerns of the timeline, such a short period of time.
 - Deborah Penry raised concerns of who would be asked to participate and what would the ‘carrot’ be to entice them to participate; possibly offer PDP hours. Deborah also noted that LPC can offer an invitation to participants and to offer more spots than needed in case someone drops out.
 - It was noted that the committee did not see this as a LPC Project but of value to the LPC.

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- Ad Hoc Facilities Development
 - Ruth Fernandez summarized for the members how the last meeting unfolded and who was present; and she noted this is a high stakes topic. The discussion focused on doing a city survey from the perspective of ‘What do I need to do in your city to open up a child care facility?’ These surveys would target the cities in the zip code priorities.
 - Deborah Penry noted she would like to see a guest speaker at a meeting to speak on what they have done on this matter.
 - Ruth and Deborah will offer assistance to Luis Arenas and ask him what support he may need. The next meeting date has not been established yet.
- School Readiness
 - The next meeting will be held on Thursday, February 11, 2016 from 10 am to noon.
 - Dan Safran requested Mary Louise VM to set up the remainder of 2015-16 School Readiness Committee’s meetings every other month on the second Thursday starting with February 11, 2016.
 - Dan Safran shared he had met with Amy Mockoski from the PH Library to promote the ongoing Road Map to Kindergarten (RMTK) process and sharing the tool with families that may not have their children in preschool. She was very receptive to hearing about the RMTK and the work of the LPC.
 - Brief discussion held on the idea of having a children’s parade that would end at the PH Library during the ‘Week of the Young Child.’

LPC Activities:

- Develop LPC Board Meeting agenda for 1-25-16
 - Updates on the upcoming Annual Young Children’s Issues Forum
 - Have a time to come up with questions for the teacher panel during the Forum and a selection of teachers to ask to be on the panel.
 - Updates from the Round Table Discussion on Child Care Facilities
 - Updates on the LPC Retreat and the activities that were done at the Retreat
 - Deborah Penry requested that the updates be done and then the committee reports. She would like the LPC Structure form be included in the packet since multiple changes have been made.
 - Calendars of committees to be included in the packets
- Other Updates
 - SRR meeting that Cathy Roof attended in Oakland.
 - Poverty Campaign by Kathy Lafferty
 - Resource & Referral agency update by John Jones from the Child Care Council. Ask him to speak on the navigation and support of Child Care in the Contra Costa County.

Adjournment:

- Dan Safran moved to adjourn the meeting. Cathy Roof seconded the motion. Motion carried. Meeting adjourned at 11:18 a.m.
 - AYE: Gourdine, Penry, Roof, Safran
 - NAY: None
 - ABSENT: Johnson
 - ABSTAIN: None

Next Meeting: March 14, 2016 from 9 – 11 am in the Las Trampas Room at CCCOE.