

**CONTRA COSTA COUNTY  
LOCAL PLANNING AND ADVISORY COUNCIL  
FOR EARLY CARE AND EDUCATION  
Minutes of the *Special Executive & Budget Committee Meeting*  
Tuesday, April 12, 2016  
1:30 PM – 2:30 PM  
Las Trampas Room**

**Members Present:** Chair Deborah Penry, Luis Arenas, Carolyn Johnson, Cathy Roof, Dan Safran

**Members Absent:** Crystal McClendon-Gourdine

**Staff Present:** Ruth Fernandez, Mary Louise Vander Meulen

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**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 *Special Executive and Budget Committee* meeting at 1:33 p.m.
- Cathy Roof motioned for the approval of the agenda for April 12, 2016 *Special Executive Committee* meeting. Luis Arenas seconded the motion. Motion approved.
  - AYE: Arenas, Johnson, Penry, Roof, Safran
  - NAY: None
  - ABSENT: McClendon-Gourdine
  - ABSTAIN: None

**Public Comment:**

- Dan Safran had a few questions about finding a preschool that has a refugee program. Luis Arenas suggested looking into a Head Start program such as The Unity Council.

**Discuss and Approve AB212 Program Recommendations for 2016-17 State Plan**

- Group discussion about current workforce needs and opportunities to leverage funding with First 5 Partnership and CDE funding for QRIS. A brief overview of the support services that are provided to strengthen the state-funded staff and programs. A few edits suggested on points 2, 4 and 5 regarding the program components of the AB212 services intended to be offered for FY 2016-17.
- Suggestion was made to add the following sentence to point 4. “Additionally, the consultant will assist with the delivery of trainings aimed to prepare new or interested agencies contracting with the CDE.”
- Dan Safran moved to accept the Staff Retention Plan for State Subsidized Center Based Programs (AB212) FY 2016-17. Cathy Roof seconded the motion. Motion carried.
  - AYE: Arenas, Johnson, Penry, Roof, Safran
  - NAY: None
  - ABSENT: McClendon-Gourdine
  - ABSTAIN: None

Minutes Approved: 5.9.2016

Minutes Taken by: Mary Louise Vander Meulen

**Review and Approve LPC Letter Regarding Forum to Legislative Staff**

- Postponed until the next LPC Executive Committee

**Review and Discuss LPC Application from Brenda Brown for LPC Membership**

- Brief group discussion on the application received from Brenda Brown of the Contra Costa Child Care Council for LPC Board membership.
- Dan Safran moved to accept Brenda Brown for LPC Membership, Child Care Provider 2, Central/South County. Cathy Roof seconded the motion. Motion carried.
  - AYE: Arenas, Johnson, Penry, Roof, Safran
  - NAY: None
  - ABSENT: McClendon-Gourdine
  - ABSTAIN: None

**Adjournment:**

- Dan Safran moved to adjourn the meeting. Carolyn Johnson seconded the motion. Motion carried. Meeting adjourned at 1:26 p.m.
  - AYE: Arenas, Johnson, Penry, Roof, Safran
  - NAY: None
  - ABSENT: McClendon-Gourdine
  - ABSTAIN: None

**Next Meeting:**

- Monday, May 9, 2016 from 9-11 am in Las Trampas