

**CONTRA COSTA COUNTY  
LOCAL PLANNING AND ADVISORY COUNCIL  
FOR EARLY CARE AND EDUCATION  
Minutes of the Executive & Budget Committee Meeting  
Monday, May 8, 2017  
9:00 AM – 11:00 AM  
Las Trampas Room**

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

**Members Absent:** Doug Rowe

**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 9:00 a.m.
- Deborah Penry motioned approval of the minutes for the Executive & Budget Committee meeting held on April 10, 2017. Eric Peterson seconded the motion. Motion approved.
  - AYE: Roof, Johnson, Penry, Safran
  - NAY: None
  - ABSENT: Mosca-Carreon, Rowe
  - ABSTAIN: None
- Deborah Penry motioned approval of the agenda for May 8, 2017 with the addition of the Nominating Committee update. Carolyn Johnson seconded the motion. Motion approved.
  - AYE: Roof, Johnson, Penry, Safran
  - NAY: None
  - ABSENT: Mosca-Carreon, Rowe
  - ABSTAIN: None

**Public Comment:**

- There were no public comments

**Items of Interest to the Public:**

- Cathy Roof announced the Martinez Early Childhood Center's 38<sup>th</sup> Annual Wine Tasting Fundraiser to be held May 12, 2017 from 5:00 p.m. to 9:00 p.m.

Silvana Mosca-Carreon joined the meeting at 9:03 a.m.

**Staff Updates**

- **FHS Meeting**
  - Ruth Fernandez announced the FHS meeting to be held May 22 is scheduled to include the ZIP Code Priorities and Dan Safran's resignation. It was confirmed to start at 10:30 a.m. and Chair Cathy Roof stated she plans to attend.

Minutes Approved: 7/19/17

Minutes Taken by: Melody Yee

- **Budget Updates**
  - Ruth Fernandez will send the quarterly budget reports to the Committee for review. Ruth said current spending is on par and on time.
- **Needs Assessment**
  - Ruth Fernandez reported funding has been promised by First 5 and the Contra Costa County Department of Conservation and Development. Funding has been raised to the total needed for Brion Economic, Inc. to begin/conduct the 2017 Needs Assessment and Child Care Facilities Study.
  - A prep meeting will be scheduled with First 5 and the Conservation and Development Department as guests.
- **AB 435**
  - Ruth Fernandez shared that AB 435 has been moved to the Appropriations Committee and though opposition has lessened, more letters of support will be needed. Letters supporting AB 60 are also needed.

#### **Committee Updates:**

- **Advocacy:**
  - Eric Peterson stated he would have more information after the May Revise.
- **Projects and Workforce Development:**
  - No new updates at this time.
- **School Readiness:**
  - Deborah Penry has agreed to serve as School Readiness Chairperson.
- **Nominating Committee:**
  - Carolyn Johnson reported the Nominating Committee met May 4, 2017 and recommended to keep the current officers in place: Chair Cathy Roof, First Vice Chair Doug Rowe and Second Vice Chair Silvana Mosca-Carreon. The currently officers were called and agreed to serve a second term.

#### **Action Items:**

- Ruth Fernandez will send quarterly budget reports to Committee.
- Committee will send Ruth Fernandez any comments or feedback after reviewing budget.

#### **Adjournment:**

- Carolyn Johnson moved to adjourn. Silvana Mosca-Carreon seconded the motion. Motion carried. Meeting adjourned at 10:40 a.m.
  - AYE: Roof, Johnson, Mosca-Carreon, Penry, Safran
  - NAY: None
  - ABSENT: Rowe
  - ABSTAIN: None
- **Next Meeting:** July 10, 2017 9:00-11:00 a.m. (Las Trampas Conference Room at CCCOE)