

**CONTRA COSTA COUNTY
LOCAL PLANNING AND ADVISORY COUNCIL
FOR EARLY CARE AND EDUCATION
Minutes of the Executive & Budget Committee Meeting
Monday, May 14, 2018
9:00 AM – 11:00 AM | Las Trampas Conference Room**

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

Members Absent: None

Staff Present: Susan Jeong, Melody Yee

Guests: None

Call to Order – Cathy Roof

- Chair Cathy Roof called to order Executive and Budget Committee meeting at 9:08 a.m.
- Carolyn Johnson moved approval of the minutes for the Executive & Budget Committee meeting held on Monday, March 12, 2018 with the change of 2017 to 2018. Silvana Mosca-Carreon seconded. Motion approved.
 - AYE: Johnson, Mosca-Carreon, Penry, Roof, Rowe
 - NAY: None
 - ABSENT: None
 - ABSTAIN: Peterson
- Deborah Penry moved approval of the agenda for May 14, 2018 with the time correction end time of 11:00am not 5:00pm. Eric Peterson seconded. Motion approved.
 - AYE: Johnson, Mosca-Carreon, Penry, Peterson, Roof, Rowe
 - NAY: None
 - ABSENT: None
 - ABSTAIN: None

Public Comment: None

LPC Announcements and Updates

- Nominations are as follows:
 - Deborah Penry as LPC Chair
 - Doug Rowe as 1st Vice Chair
 - Silvana Mosca-Carreon as 2nd Vice Chair
- Voting and committee chair assignments will take place at the Monday, June 4, 2018 LPC General Board Meeting
- A brief discussion about recruitment possibilities followed

Pilot Program

- There have been some hurdles, districts are not wanting to sign on.
- May have to submit the Pilot plan without rates
- Mission Analytics is updating the Pilot plan with Contra Costa County data
- Will present the Pilot plan to the Board at the June 4th meeting

Minutes Approved: June 14, 2018

Minutes Taken by: Melody Yee

Needs Assessment

- Contract for Brion Economics, Inc. ends in June
- Early findings will be presented at the May 24 Coffee and Kids (First 5 Contra Costa) event
- No findings will be released as final until after the LPC Board reviews them

June 4 General Meeting Agenda – Review/Discuss

- Full presentation by Sara Rizik-Baer about Tandem, Partners in Early Learning
- Review and Approval of Pilot Plan First Draft – Judy Waggoner
- Review and Approval of Needs Assessment First Draft
- Voting on Board and Committee nominations
- LPC Budget review
- State Budget review
- Committee updates

Committee Updates

- Advocacy –
 - No new monies in budgt for children
 - Very small COLA increase
- Project and Workforce Development –
 - Date of next meeting will be changed – to be announced
 - Send Workforce Focus Group responses to Executive Committee
 - Review Alameda County workforce study and consider one for Contra Costa
- School Readiness –
 - Learning Passport is currently with designer to incorporate edits
 - Weighing pros and cons of a stamp or maybe stickers for each task completed
 - Passport will be translated into Spanish after English is approved

Adjournment:

- Carolyn Johnson moved to adjourn. Doug Rowe seconded. Motion carried. Meeting adjourned at 10:13 a.m.
 - AYE: Roof, Johnson, Mosca-Carreon, Penry, Peterson, Rowe
 - NAY: None
 - ABSENT: None
 - ABSTAIN: None
- **Next Meeting:** July 9, 2018 9:00-11:00 a.m. (Las Trampas Room at CCCOE)