

**CONTRA COSTA COUNTY  
LOCAL PLANNING AND ADVISORY COUNCIL  
FOR EARLY CARE AND EDUCATION  
Minutes of the Executive & Budget Committee Meeting  
Thursday, June 14, 2018  
1:00 PM – 2:00 PM | Mt. Diablo Conference Room**

**Members Present:** Carolyn Johnson, Eric Peterson, Cathy Roof, Doug Rowe

**Members Absent:** Silvana Mosca-Carreon, Deborah Penry

**Staff Present:** Susan Jeong, Melody Yee

**Guests:** None

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**Call to Order – Cathy Roof**

- Chair Cathy Roof called to order Executive and Budget Committee meeting at 1:05 pm.
- Eric Peterson moved approval of the minutes for the Executive & Budget Committee meeting held on Monday, May 14, 2018. Doug Rowe seconded. Motion approved.
  - AYE: Johnson, Peterson, Roof, Rowe
  - NAY: None
  - ABSENT: Mosca-Carreon, Penry
  - ABSTAIN: None
- Carolyn Johnson moved approval of the agenda for June 14, 2018. Eric Peterson seconded. Motion approved.
  - AYE: Johnson, Peterson, Roof, Rowe
  - NAY: None
  - ABSENT: Mosca-Carreon, Penry
  - ABSTAIN: None

**Public Comment:** None

**LPC Nominations**

- Nominations are as follows:
  - Deborah Penry as LPC Chair
  - Doug Rowe as 1<sup>st</sup> Vice Chair
  - Silvana Mosca-Carreon as 2<sup>nd</sup> Vice Chair

Carolyn Johnson moved approval of the nominations for 2018-2019. Eric Peterson seconded the motion. Nominations approved.

- AYE: Johnson, Peterson, Roof, Rowe
- NAY: None
- ABSENT: Mosca-Carreon, Penry
- ABSTAIN: None

### **Pilot Plan Review**

- A draft copy of the Plan was passed out to the Committee for review.
  - Susan Jeong presented a few points for discussion and approval in the draft
- Carolyn Johnson moved to approve the Subsidy Pilot Plan. Eric Peterson seconded the motion. Motion carried.
  - AYE: Johnson, Peterson, Roof, Rowe
  - NAY: None
  - ABSENT: Mosca-Carreon, Penry
  - ABSTAIN: None

### **Other Items**

- Suggested to move the LPC Annual Retreat from November/December to October this year. More details and discussion at the next meeting.
- The July 23 General Meeting will be canceled, due to lack of quorum.

### **Adjournment:**

- Doug Rowe moved to adjourn. Eric Peterson seconded. Motion carried. Meeting adjourned at 1:53 p.m.
  - AYE: Johnson, Peterson, Roof, Rowe
  - NAY: None
  - ABSENT: Mosca-Carreon, Penry
  - ABSTAIN: None
- **Next Meeting:** September 10, 2018 9:00-11:00 a.m. (Las Trampas Room at CCCOE)