

## Minutes of General Council Meeting

Monday, March 22, 2018 | 3:00 pm-5:00 pm

Contra Costa County Office of Education

Briones Conference Room

77 Santa Barbara Road | Pleasant Hill, CA 94523

**Members Present:** Brenda Brown, Carolyn Johnson, Joan Means, Edirle Menezes, Silvana Mosca-Carreon, Deborah Penry, Eric Peterson, Chair Cathy Roof, Stacie Roundtree, Doug Rowe, Aurora Ruth

**Members Absent:** Denise Clarke, Phelicia Lang, Crystal McClendon-Gourdine, Cindy Molander

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

**Guests:** Kim Hazard, UCSF; Bobbie Rose, UCSF

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### 1.0 **Call to Order: Cathy Roof, LPC Chair**

- Welcome: Chair Cathy Roof called to order the Contra Costa County Local Planning and Advisory Council for Early Care and Education General Council meeting at 3:08 p.m. and welcomed everyone.
- Approval of October 23, 2017 Minutes: Brenda Brown motioned to approve the 10-23-17 minutes. Aurora Ruth seconded the motion. Joan Means abstained. Motion carried.
  - AYE: Brown, Johnson, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe, Ruth
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: Means
- Review and Adoption of March 22, 2018 Meeting Agenda: Brenda Brown moved to approve the agenda with the addition of the Zip Code Submission between items 6.0 (Call for Member Chair Selection) and 7.0 (LPC Committee Reports). Carolyn Johnson seconded the motion. Motion carried.
  - AYE: Brown, Johnson, Means, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe, Ruth
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: None

### 2.0 **Public Comment**

- Items on Agenda
  - No public comment.
- Items of Interest to the Public
  - April 6, 2018, LPC Member Phelicia Lang announced a book signing to promote her recently published children's book *Tay Goes to the Chess Club* at the Railroad Book Depot, located at 650 Railroad Avenue, Pittsburg, CA 94565. Promotional postcards were handed out to the meeting attendees.

- The CocoKids 24<sup>th</sup> Annual Early Learning Conference is on April 7, 2018 from 7:15am to 3:30pm (full day option) at Diablo Valley College, located at 321 Golf Club Road, Pleasant Hill, CA 94523. Please visit [www.cocokids.org](http://www.cocokids.org) for more information.

### **3.0 Healthy Children and Environment Study**

- Kimberly Hazard and Bobbie Rose presented an overview of the UCSF Healthy Children and Environment Study including: what hazards are considered (chemical and physical), how the data is collected (visits, wristbands), incentives, and possible study expansion.

### **4.0 Review and Approval of the AB 212 Staff Retention Plan**

- The 2018-2019 AB 212 Staff Retention Plan was presented to the Board. The Board reviewed the plan with a brief discussion. Deborah Penry moved to approve the AB 212 Staff Retention Plan. Eric Peterson seconded the motion. Motion carried.
  - AYE: Brown, Johnson, Means, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe, Ruth
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: None

### **5.0 Review and Approval of LPC Board Renewals**

- The renewals for Carolyn Johnson, Edirle Menezes, Cindy Molander, Cathy Roof, Stacie Roundtree, and Doug Rowe were announced. Deborah Penry moved to approve the renewals of the seven expiring members. Silvana Mosca-Carreon seconded the motion. Motion carried.
  - AYE: Brown, Johnson, Means, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe, Ruth
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: None

### **6.0 Call for Member Chair Election**

- Carolyn Johnson and Aurora Ruth volunteered for the Nomination Committee. Deborah Penry motioned to accept them as the Nomination Committee.
  - AYE: Brown, Means, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: Johnson, Ruth

### **7.0 Zip Code Submission**

- Zip Codes 94582 and 94583 were announced as additions to the zip code submission.

### **8.0 LPC Committee Reports –**

- **Advocacy – Eric Peterson**
  - Debrief of the 2018 Annual Young Children’s Issus Forum
    - Possible addition of translators in afternoon discussions
- **Executive and Budget – Cathy Roof**
  - No updates at this time

Minutes Submitted by: Melody Yee

Minutes Approved on: **September 24, 2018**

- **Project and Workforce – Carolyn Johnson**
  - The Committee is currently reviewing the findings from the Focus Group Discussion held at the Forum.
- **School Readiness – Deborah Penry**
  - The Passport being revised, with edits, changes, and suggestions being incorporated into the next draft.

### **Adjournment**

- Doug Rowe moved to adjourn the meeting. Joan Means seconded the motion. Motion carried. Meeting adjourned at 4:46 p.m.
  - AYE: Brown, Johnson, Means, Menezes, Mosca-Carreon, Penry, Peterson, Roof, Roundtree, Rowe, Ruth
  - NAY: None
  - ABSENT: Clarke, Lang, McClendon-Gourdine, Molander
  - ABSTAIN: None

**Next Meeting: June 4, 2018, 3:00–5:00pm, Board Room at Contra Costa County Office of Education.**