

Project and Workforce Committee Meeting Agenda

Wednesday, November 14, 2018 | 9:00 a.m. to 11:00 a.m.

Contra Costa County Office of Education | Las Trampas Conference Room | 77 Santa Barbara Road | Pleasant Hill, CA 94523

CHAIR: Carolyn Johnson
CO-CHAIR: Denise Clarke

TIMEKEEPER: Susan Jeong, LPC Coordinator
RECORDER: Melody Yee

*The Contra Costa County Local Planning and Advisory Council for Early Care and Education (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in Contra Costa County Local Planning and Advisory Council for Early Care and Education meetings who contact the LPC Coordinator **at least 48 hours** before the meeting at 925-942-3413.*

Call to Order (5 minutes)

Carolyn Johnson

- Welcome and Introduction
- Minutes and Agenda Review (**ACTION**)

Public Comment (3 minutes per speaker)

Carolyn Johnson

If you wish to speak on a matter on the agenda, please give your name and identify any group or organization you represent for the record prior to your presentation. If you wish to speak on a matter NOT on the agenda, please wait until the Chair calls for public comment on items of interest to the public. The Council shall only take action related to items listed on the current agenda.

- Items on the Agenda
- Items of Interest to the Public

2017 AB 212 Update (30 minutes)

Terrissa Hein, All

- Review of report

CA Workforce Registry Update (30 minutes)

Carolyn Johnson, Denise Clarke, All

- Discussion and Next Steps

Wellness Project (45 minutes)

Carolyn Johnson, All

20th Anniversary of AB 212 – Planning & Discussion (45 minutes)

Susan Jeong, All

- Review draft of 2018-2019 platform

Adjournment (5 minutes) (**ACTION**)

NEXT MEETING: January 9, 2019, 9:00 a.m. to 11:00 a.m.
Contra Costa County Office of Education, Las Trampas Conference Room

- Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the LPC to a majority of members of the Executive Committee less than 96 hours prior to that meeting are available for public inspection at 77 Santa Barbara Road, Pleasant Hill, during normal business hours.
- Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

Minutes of LPC Projects and Workforce Development Committee Meeting

May 9, 2018

Las Trampas Conference Room

9:00 a.m. - 11:00 a.m.

Members: Chair Carolyn Johnson, Denise Clarke, Joan Means, Edirle Menezes, Silvana Mosca-Carreon (appointed in place of Aurora Ruth by Cathy Roof), and Cathy Roof

Members Absent: Doug Rowe, Aurora Ruth

Staff: Susan Jeong, Melody Yee

Guests: Marissa Frias – CCCOE, Terrissa Hein – CCCOE

Welcome/Introductions:

- Chair Carolyn Johnson welcomed everyone to the meeting at 9:06 a.m.
- *Agenda Review/Approval:* Cathy Roof moved to approve the agenda for 5/9/18 with the addition of a California Transitional Kindergarten Stipend (CTKS) Project presentation after Public Comment. Joan Means seconded the motion. Motion carried.
 - AYE: Clarke, Johnson, Means, Mosca-Carreon, Roof
 - NAY: None
 - ABSENT: Menezes, Rowe, Ruth
 - ABSTAIN: None
- *Minutes Review/Approval:* Cathy Roof moved to approve the minutes for 1/10/18. Denise Clarke seconded the motion. Motion carried.
 - AYE: Clarke, Johnson, Means, Mosca-Carreon, Roof
 - NAY: None
 - ABSENT: Menezes, Rowe, Ruth
 - ABSTAIN: None

Public Comment:

- Joan Means announced the DVC Director's Preschool Fair, held January 20, 2018 at the Pleasant Hill Community Center, drew over 200 families with 34 preschools and centers represented. Next year's Fair is scheduled for January 19, 2019 and will again be held at the Pleasant Hill Community Center.
- Joan Means invited meeting attendees to the DVC Director's Preschool Fair planning committee meeting to be held June 19 at the Pleasant Hill Corner Bakery.

California Transitional Kindergarten Stipend (CTKS) Project

- Marissa Frias shared the CTKS Outreach Plan for 2018-2019 which included a new flyer.
- Marissa also shared the current breakdown of funds expended and funds remaining

Edirle Menezes joined the meeting at 9:31am.

Debrief – Workforce Focus Group

- A summarized breakdown of the Workforce Focus Group responses from March 17, 2018 (held after the 2018 Annual Young Children's Issues Forum) were shared with the Committee
- A discussion followed to help identify the next steps in addressing issues or concerns presented in the Focus Group responses
- Susan Jeong shared some ideas of how to address the Focus Group issues with the Committee including: hosting an EdCamp type event (which would foster confidence and camaraderie amongst

the attendees); forming a Quality Matters “Leadership Academy” (to build leadership skills in directors to pass down to their staff, would include a better understanding of the Quality Matters program); a TEDx-ECE Speaker Series (a series of speakers informing viewers of various topics in the ECE field through storytelling)

NEXT STEP: Plan a presentation further explaining concept of an EdCamp.

Review Alameda County 2016 Workforce Study

- A copy of the 2016 Alameda County Workforce Study was shared with the Committee
- Feedback was requested if the Committee thought a similar study would be beneficial to Contra Costa County, and if so what would be the desired results of the study

NEXT STEP: Susan Jeong will follow up on the cost and a timeline for a workforce study that the Committee could consider.

Adjournment

- *Adjournment:* Joan Means moved to adjourn the meeting. Silvana Mosca-Carreon seconded the motion. Motion carried.
 - AYE: Clarke, Johnson, Means, Menezes, Mosca-Carreon, Roof
 - NAY: None
 - ABSENT: Rowe, Ruth
 - ABSTAIN: None
- Meeting adjourned at 10:53 a.m.
- Next Meeting: July 11, 2018 will be rescheduled, reschedule date to be determined.