

Executive & Budget Committee Meeting Agenda

Wednesday, January 23, 2019 | 9:00 a.m. to 11:00 a.m.

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

CHAIR: Deborah Penry

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)

Deborah Penry

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

Public Comment (3 minutes per speaker)

Deborah Penry

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

Group Discussion (60 minutes)

Deborah Penry, Susan Jeong, All

- Review and Approve 2019 AB 212 Activity and fund allocation:
Permit Assistance
- Review and Approve two Advocacy Committee items:
 1. 2019 Policy Platform
 2. Welcome letters for newly elected Governor and Assembly Members

Updates (30 minutes)

Deborah Penry, All

- Needs Assessment
- Subsidy Pilot
- State Funded Program Administrators Network – new structure
- Forum
- COE Inclusion Grant

Committee Updates (20 minutes)

All

- Advocacy
- Project & Workforce
- School and Community Partnership (new name!)

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

NEXT MEETING: March 11, 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 the Executive and Budget Committee Meeting

Monday, November 19, 2018 | 9:00 a.m. to 11:00 a.m. | Las Trampas Conference Room

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

Members Absent: None

Staff Present: Susan K. Jeong, Melody Yee

Guests Present: None

Welcome and Introductions

- Chair Deborah Penry called the meeting to order at 9:07 a.m. and welcomed everyone. Welcomes and introductions were completed.

Minutes Review and Approval

- Eric Peterson moved to approve the minutes of the September 10, 2018 meeting. Deborah Penry seconded the motion. Motion carried with Brenda Brown, Carolyn Johnson, and Silvana Mosca-Carreon abstaining, Doug Rowe not yet in attendance.

Agenda Review and Approval

- Eric Peterson moved to approve the agenda for the November 19, 2018 meeting with the addition of “Review Goals and Strategies” before the Group Discussion. Carolyn Johnson seconded. Motion carried unanimously with Doug Rowe not yet in attendance.

Public Comment

- None.

Review Goals and Strategies

- Deborah Penry handed out a draft copy of the Goals and Strategies as discussed at the All-Council Retreat. The draft reflected the Retreat discussion notes. The copies were shared with the Committee to review and provide feedback to Deborah and Susan Jeong.

(Doug Rowe joined the meeting at 9:39 a.m.)

Group Discussion – LPC Tri-ennial Review

- The Committee discussed achievements, impact, and challenges to include in the Tri-ennial Review draft provided by Susan Jeong.
- The Committee brainstormed about individuals and groups to contact about recruitment for seat vacancies.

Updates

- **LPC/AB 212:** Susan Jeong shared the 20th Anniversary of AB 212 is approaching and that the Project and Workforce Committee had discussed planning an event to celebrate.
- **NEEDS ASSESSMENT:** Susan Jeong shared the Needs Assessment has been submitted to the State. Next step is to create the Executive Summary to reveal at the Forum in March.

- **SUBSIDY PILOT:** Susan Jeong announced the State Plan will be submitted by December 15, 2018 and they are still hoping to encourage those who opted not to apply to participate.
- **PASSPORT TO KINDERGARTEN:** Deborah Penry shared the Letter to Parents has been sent to Susan Jeong. The translation of the Passport is in progress, but the letter will need to be translated as well. Short discussion of other translating resources.
- **FORUM:** Susan Jeong announced tentative dates for the Forum Workgroup were sent out this morning.

Committee Updates

- There were no other Committee updates additional to the separate Committee project updates.

Adjournment

- Brenda Brown moved to adjourn the meeting. Cathy Roof seconded the motion. Motion to adjourn carried unanimously. Meeting adjourned at 10:42 a.m.

NEXT MEETING: JANUARY 15, 2019, 9:00 a.m. to 11:00 a.m.
Contra Costa County Office of Education, Las Trampas Conference Room

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