

# Executive & Budget Committee Meeting Agenda

Monday, July 22, 2019 | 9:00 a.m. to 10:30 a.m.

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

**CHAIR:** Deborah Penry

**TIMEKEEPER:** Susan Jeong, LPC Coordinator

**RECORDER:** Chelsea Nakatani

*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 (90 minutes)

Deborah Penry, Susan Jeong, All

- Review LPC and AB 212 Budget
- Budget for teacher discussion/forum/movie nights
- Final discussion regarding trauma trainings with AB 212 funds
- Workforce Study by UC Berkeley – County buy-in option
- Other pending Budget and Executive Committee items
- Forum – Defining purpose

## Updates (15 minutes)

Deborah Penry, Susan Jeong All

- Needs Assessment
- Subsidy Pilot

## Committee Updates (15 minutes)

All

- Advocacy
- Project & Workforce – Apprenticeship presentation
- School and Community Partnership

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

**NEXT MEETING: September 9, 2019, 9:30 a.m. to 11:30 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, May 20, 2019 | 9:00 a.m. to 11:00 a.m. | Briones Conference Room

---

**Members Present:** Denise Clarke, Deborah Penry, Cathy Roof, and Doug Rowe

**Members Absent:** Brenda Brown, Silvana Mosca-Carreon

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

**Guests Present:** None

---

## Welcome and Introductions

- Chair Deborah Penry called the meeting to order at 9:00 a.m. and welcomed everyone. Welcomes and introductions were completed.

## Minutes and Approval

- Doug Rowe moved to approve the agenda for the April 12, 2019 Executive and Budget Committee Meeting. Cathy Roof seconded. Motion carried unanimously.

## Agenda Review and Approval

- Cathy Roof moved to approve the agenda for the May 20, 2019 Executive and Budget Committee Meeting. Doug Rowe seconded. Motion carried unanimously.

## Public Comment

- None.

## Group Discussion

### REVIEW AND APPROVE DRAFT ZIP CODE PRIORITIES

- Susan Jeong distributed a draft copy of the 2018 Zip Code Priorities to the Committee for review.
- It was noted 23 Infant/Toddler Zip Codes moved; 8 School Aged Zip Codes moved; and 4 State-Funded Zip Codes moved.
- The Committee reviewed the Zip Code ratings, discussed the ones that changed, and made adjustments.

**ACTION:** Denise Clarke moved to approve the accept the 2018 Zip Code Priorities with the Committee's adjustments. Doug Rowe seconded the motion. Motion carried unanimously.

### REVIEW AND APPROVE TRAUMA TRAININGS WITH AB 212 FUNDS

- Susan Jeong presented additional information and the backstory for the Race and Equity Series proposed by Center of Gravity
  - It was inspired by an incident at the center
  - It is a topic that is needed, so would like to expand the workshop to a series countywide
  - The estimated budget is \$7500 for the design, coordination, and facilitation of the three part series
- The Committee discussed the offering support for the Series, but still had questions.
- The Committee requested an invitation to present be extended to Center of Gravity for the June 3, 2019 General Council Meeting
  - Susan Jeong will contact Center of Gravity

## REVIEW AND APPROVE NEW LPC MEMBER

- Susan Jeong distributed Kaitlyn Young's, of Tandem Partners in Early Learning, LPC Member application for review to the Committee. The Committee had a brief discussion in reviewing the application.

**ACTION:** Doug Rowe moved to approve the accept Kaitlyn Young's application. Denise Clarke seconded the motion. Motion carried unanimously.

## OTHER PENDING BUDGET AND EXECUTIVE COMMITTEE ITEMS

- The Committee had a brief discussion regarding agenda items for the June 3, 2019 General Council Meeting.

## Updates

### NEEDS ASSESSMENT

- Susan Jeong distributed a copy of the 2017 Contra Costa County Child Care Needs Assessment Executive Summary for the Committee to review. Susan shared the Summary was completed in time for its reveal at the CocoKids 25<sup>th</sup> Annual Early Learning Conference on May 11, 2019.

### SUBSIDY PILOT

- Susan Jeong shared the two previously approved areas of the Subsidy Pilot have been rescinded. This decision was based on inconsistencies across the state and a desire to have the plan approved as a whole.

### FORUM

- Susan Jeong shared Melody Yee will give a Forum Evaluation Summary presentation at the June 3 General Council Meeting. Susan encouraged the Committee to give thought prior to about the purpose of the Forum so the event can be more focused and give direction for the 2020 Forum planning.

## Committee Updates

### ADVOCACY

- Susan Jeong shared the Advocacy Committee had been without a Chair since Eric Peterson left. Susan updated the Committee that Deborah Penry had approved and appointed new LPC member Candida Duperroir as the new Advocacy Committee Chair. Candida's first meeting will be May 8, 2019.

### PROJECT AND WORKFORCE DEVELOPMENT

- Denise Clarke shared some of the brainstorming ideas from the last Project and Workforce Committee Meeting.
  - There is a desire to talk and partner in some way with the colleges
  - Plan and event, such as an edCamp type event or a teacher forum

### SCHOOL AND FAMILY PARTNERSHIPS

- Brenda Brown shared a summary of the teacher panel presented by the LPC at the CocoKids 25<sup>th</sup> Annual Early Learning Conference on May 11, 2019.
  - Silvana Mosca-Carreon expressed her approval of the presentation, noting she found it enlightening and helpful, especially the views of the Kindergarten teacher.
- Brenda Brown mentioned a desire to expand the panel, with more panelists, to possibly its own event – in possible partnership with the Project and Workforce Development Committee.

## Adjournment

- Denise Clarke moved to adjourn the meeting. Doug Rowe seconded the motion. Motion to adjourn carried unanimously. Meeting adjourned at 10:45 a.m.

**NEXT MEETING: JULY 8, 2019, 9:30 a.m. to 11:30 a.m.\***  
Contra Costa County Office of Education, Las Trampas Conference Room

\*Please note the meeting time change.