



# Child Care Planning Council

San Luis Obispo County

3350 Education Drive, San Luis Obispo, CA 93405 • (805) 782-4723 • [www.sanluischildcare.org](http://www.sanluischildcare.org)

## Executive Committee Meeting

August 3, 2022 9:00 – 11:00 AM

Meeting Location (In Person with Zoom Option for Public Attendance):

San Luis Obispo County Office of Education  
3350 Education Drive, San Luis Obispo, CA 93405

Zoom Meeting ID: 861 6850 2875

## MINUTES

### Members Present:

Lauren Thorne  
Katie Mervin  
Jamie Sanbonmatsu

### Members Present via Zoom:

Melinda Sokolowski

### Guests:

Shana Paulson (CCRC)	Pik Stednitz (SLOCOE)
James Brescia (SLOCOE)	Wendy Wendt (First 5 SLO)
Michael Specchierla (SLOCOE)	Kris Roudebush (First 5 SLO)

### Staff:

Raechelle Bowlay  
Nataly Renteria

Meeting called to order by Council Chair, Jamie Sanbonmatsu, at 9:22 AM with welcome and introductions.

- [Executive Meeting Presentation](#)

### CONSENT AGENDA

Motion to approve consent agenda, including adoption of the [agenda](#) and [July 6, 2022 minutes](#), made by Katie Mervin, seconded by Lauren Thorne. Upon putting the motion to a roll call vote, the results were:

ABSTAINED: None  
YES: Lauren Thorne, Jamie Sanbonmatsu, Katie Mervin  
NO: None

Motion carried, results of the vote being: 3 yes, 0 no, and 0 abstentions.

## **PUBLIC COMMENT & COUNCIL MEMBER ANNOUNCEMENTS**

### **Jamie Sanbonmatsu, Valley View Children's Center**

- Applied for the Child Care Business Grant Program; good feedback on the application process

### **Lauren Thorne, San Luis Obispo County Office of Education**

- Role shifting from doing direct support for the early learning centers to now supporting everything universal preschool and early learning in the organization
- Katie Mervin has joined the department Educational Support Services for Ticket2Teach
- Shannon Pimentel has shifted from Raising A Reader to the Coordinator of Early Learning
- Hiring for Raising A Reader

### **Wendy Wendt, First 5 San Luis Obispo County**

- Invited by Derek Johnson, City Manager for the City of San Luis Obispo, to present to all City Managers on August 12, 2022

### **Katie Mervin, Cuesta College/San Luis Obispo County Office of Education**

- In the process of revitalizing Ticket2Teach

## **BUDGET REVIEW**

- Closeout for all grants.
- Next step is to notify CDE that the Child Care Planning Council has moved over County Office of Education.

## **COORDINATOR UPDATE – Raechelle Bowlay**

- Meetings:
  - CCRC Finance
  - CAPSLO Diversity, Equity & Inclusion Committee and Steering Committee
  - Center-Based Teacher Networking
  - School Age Child Care Networking
  - We Are The Care
  - Home Visiting Community Advisory Board Meeting
  - Pacific Coast Association for the Education of Young Children (PCEYC) Board Meeting
- Economic Development:
  - Atascadero Chamber of Commerce
    - Monthly Mixer
    - Board of Directors
      - Membership Committee
    - Diversity Council & Women in Business
  - SLO County Commission on the Status of Women & Girls
    - National Association of Women's Commissions Conference
  - American Association of University Women
  - Cal Poly Local Economic Development Committee
- County ARPA Implementation
  - MOU with Community Action Partnership of San Luis Obispo County (CAPSLO) Child Care Resource Connection (CCRC) to provide technical assistance
  - Phase 1 non-competitive business grants will launch on Thursday, August 4th

- ARPA Child Care Business Grants Check In on Friday August 12, 2022 1:30 – 2:30 PM
- Attachments:
  - [Child Care Business Grant Program Flyer](#)
  - [Child Care Business Grant Program Flyer - Spanish](#)

### **COUNCIL STRUCTURE REVIEW AND UPDATE PROPOSAL**

- Back in March when the Council Transition from CAPSLO over to the County Office of Education was approved, one of the last pieces was to review the Strategic Plan, Bylaws, and Policies and Procedures of the Planning Council. Below are the recommendations from Council Staff in terms of the Council Structure Review and Bylaws and Strategic Plan updates.
- Bylaws:
  - Update name to Early Care and Education Local Planning Council
  - Update mission statement to include ages 0-12
  - Update Fiscal Agency to San Luis Obispo County Office of Education
  - 2-Year Chair Terms
  - Standing Committees: Advocacy, Workforce Development, Economic Development, Community Needs
- Strategic Plan:
  - Inclusion of Economic Development as a strategy for advancement
  - Alignment and update of activities (i.e. remove Hands On Heroes awards dinner)
  - Inclusion of We Are The Care efforts
- Member Benefits:
  - Industry updates and insights
  - Participate as a thought leader in the San Luis Obispo County Early Care and Education Field
  - Leadership Development Opportunities
    - Membership to affiliate professional organizations
    - Support attendance to professional development/conferences
    - Quarterly Professional Development Retreats
- Timeline for Changes:
  - August 2022:
    - Approval of Executive Committee, Council, and Partners
  - September/October 2022:
    - Approval of Superintendent of Schools and County Board of Supervisors
    - Committee Development
      - Membership Recruitment
      - Strategic Planning
  - November 2022:
    - Approval by CA Department of Social Services
    - Committee Membership and Plans presented to Council for approval
  - January 2023:
    - Early Care & Education Planning Council Launch & Open House
    - Committees officially start meeting
- 2022-2023 Meeting Calendar Updates: Executive Committee meets 9:00 – 11:00 AM on the first Wednesday of the month prior to Council meetings. Council meets 3:00 – 5:00 PM on the

second Wednesday of the month. Standing Committees to meet the following Wednesdays of the month.

- Attachments:
  - [2022-2023 Council Meeting Schedule Draft](#)
- Amendment to the Bylaws include:
  - Language change; up to 2-Year Chair Terms

Motion to approve and move forward with the proposed changes and timeline with amendment made by Lauren Thorne, seconded by Katie Mervin. Upon putting the motion to a roll call vote, the results were:

ABSTAINED: None  
YES: Lauren Thorne, Jamie Sanbonmatsu, Katie Mervin  
NO: None

Motion carried, results of the vote being: 3 yes, 0 no, and 0 abstentions.

### **QUALITY COUNTS UPDATE**

- Update to QCC Plan:
  - B.2 Roles and Responsibilities
    - Local Planning Council housed at San Luis Obispo County Office of Education will fulfill all administration roles including fiscal lead, contract coordination, consortia coordination, hub lead, and common data file management
  - B3. Strengthen and/or Expand Partnerships
    - Expand partnerships by supporting programs affiliations with professional organizations and providing a stipend match for attendance to additional professional development and conferences opportunities. Affiliate professional organizations include, but are not limited to, the Association for the Education of Young Children (National, California Affiliate, and Pacific Coast Chapter), Every Child CA, Californians for Quality Early Learning (CQEL), etc.
- Save the Date:
  - Quality Counts Kick Off – Power of Play
  - Saturday, October 1, 2022
  - 10:00 AM – 12:00 PM
  - SLO Children’s Museum
  - [Flyer](#)

Motion to approve proposed updates to QCC Plan made by Katie Mervin, seconded by Lauren Thorne. Upon putting the motion to a roll call vote, the results were:

ABSTAINED: None  
YES: Lauren Thorne, Jamie Sanbonmatsu, Katie Mervin  
NO: None

Motion carried, results of the vote being: 3 yes, 0 no, and 0 abstentions.

**COUNCIL MEETING AGENDA**

Motion to approve August 10, 2022 Council meeting agenda as presented made by Katie Mervin, seconded by Lauren Thorne, and approved unanimously. Upon putting the motion to a roll call vote, the results were:

ABSTAINED: None  
YES: Lauren Thorne, Jamie Sanbonmatsu, Katie Mervin  
NO: None

Motion carried, results of the vote being: 3 yes, 0 no, and 0 abstentions.

**ADJOURNMENT**

The meeting adjourned at 10:47 AM

The next Executive Committee meeting will be held on Wednesday September 7, 2022 from 9:00 – 11:00 AM at San Luis Obispo County Office of Education, 3350 Education Drive, San Luis Obispo, CA.

Respectfully submitted,

*Nataly Renteria, Administrative Assistant  
SLO County Child Care Planning Council*