

805A Fiero Lane, San Luis Obispo, CA 93401 • (805) 782-4723 • www.sanluischildcare.org

# **Executive Committee Meeting**

September 26, 2018 9:00 – 10:30 AM Child Care Resource Connection 805A Fiero Lane, San Luis Obispo, CA 93401

#### **MINUTES**

**Members Present:** 

Lisa Fraser Lauren Thorne Mika Buchanan

Liaisons:

Sheri Wilson Joel Diestler

Staff:

Raechelle Bowlay-Sutton Britney Ogden

Meeting called to order by Council Chair, Lisa Fraser, at 9:15 AM with welcome and introductions.

## **Consent Agenda**

Motion to approve consent agenda, including adoption of the agenda with correction to adjournment time and May 30, 2018 minutes, made by Lauren Thorne, seconded by Sheri Wilson, and approved unanimously.

### **Public Comments & Announcements**

Mika Buchanan: CAPSLO CCRC received a \$1.5 million amendment to increase slots, provide a COLA and increase provider payment to the regional market rate. The augmentation will allow approximately 250 additional children to be enrolled to receive subsidized child care.

#### 2018-2019 LPC Budget Review and Approval

Department budget presented by CAPSLO Finance Liaison, Joel Diestler. Included in meeting materials. Summary of Budget Departments:

Dept. 490 – Local Child Care Planning Council Dept. 494 – CSPP QRIS Block Grant Dept. 491 – AB 212 Stipend Program Dept. 495 – Children's Day in the Plaza

Dept. 493 – Infant Toddler QRIS Block Grant Dept. 496 – IMPACT

Motion to approve the 2018-2019 LPC Budget (Dept. 490) as presented was made by Mika Buchanan, seconded by Lauren Thorne, and unanimously approved. Council Staff will also include a description of each department when the budget is presented at the October 3, 2018 Council meeting for approval.

#### **Coordinator Update**

Coordinator reported current staffing plan to hire an additional full time administrative assistant instead of another full-time ECE Specialist (Coach). Lisa Fraser, Chair, requested that an updated personnel chart with duties be presented at the Council meeting.

## **Quality Counts Update**

Additional ECE Specialist (Coach), Allison Biggers was hired August 2018. The Quality Counts Kick Off was well attended on September 15, 2018. Participant evaluations to be compiled and presented at the October 3, 2018 Council meeting.

#### 2017-2018 Membership Attendance Review

Attendance record for Council and Executive Committee meeting attendance presented and included in meeting materials. Executive Committee discussed presenting attendance record at October 3, 2018 Council meeting, but not formally enforcing the 50% attendance requirement stated in the Council bylaws.

#### **Council Committees**

Committee designations presented. Suggestion to include Outreach, Leadership Development and Advocacy as committee options. Executive Committee discussed a survey to be sent to Council members asking them to designate which committees they would like to participate on prior to the October 3, 2018 Council meeting. Follow up discussion regarding Committee involvement will be an agenda item at the October 3, 2018 Council meeting.

## **Council Meeting Structure**

Suggestion to combine Executive Committee and Membership, Policy and Partnership Committee. As homework, Executive Committee will review Council By-Laws and provide recommendations.

### Californians for Quality Early Learning (CQEL)

Motion to approve partnership for Council to become a CQEL member and participate in advocacy efforts made by Lauren Thorne, seconded by Mika Buchanan and unanimously approved.

# **Council Meeting Agenda**

Amendments to the October 3, 2018 Council meeting agenda include:

- Addition: Presentation on Child Advocacy Center Model by Lisa Fraser
- Move Item 9: Membership Report to Item 6 and rename to Membership Committee Development

Motion to approve October 3, 2018 Council meeting agenda made by Sheri Wilson, seconded by Mika Buchanan, and approved unanimously.

#### **ADJOURNMENT**

The meeting adjourned at 10:35 AM.

The next Executive Committee meeting will be held on Wednesday October 31, 2018 from 9:00 - 10:30 AM at CAPSLO Child Care Resource Connection, 805A Fiero Lane, San Luis Obispo, CA.

Respectfully submitted,

Raechelle Bowlay-Sutton, Coordinator SLO County Child Care Planning Council