



Child Care Planning Council

San Luis Obispo County

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

Executive Committee Meeting

April 21, 2017 2:00 PM

Child Care Resource Connection

805A Fiero Lane, San Luis Obispo, CA 93401

MINUTES

Members Present:

Don Norton

Nancy Norton

Sheri Wilson

Maddy Quaglino

Liaisons:

Joel Dieslter

Staff:

Raechelle Bowlay-Sutton

Meeting called to order by Chair, Don Norton, at 2:04pm.

CONSENT AGENDA

Motion to approve consent agenda, including adoption of the agenda and March 22, 2017 minutes, made by Nancy Norton, seconded by Sheri Wilson and approved unanimously.

PUBLIC COMMENTS & ANNOUNCEMENTS

None

BUDGET REVIEW

Budget Review presented by CAPSLO Accountant, Joel Diestler. Detailed budget reports included in meeting materials. The following represents percentage spent for each contract under management of the Child Care Planning Council through March 31, 2017:

Dept. 490 (LCCPC) – 75%

Dept. 491 (AB212) – 31%

Dept. 492 (CTKS) – 42%

Dept. 493 (IT QRIS) – 52%

Dept. 494 (CSPP QRIS) – 14%

Dept. 496 (IMPACT) – 43%

COORDINATOR UPDATE

Coordinator presented a brief update including:

- Personnel Update –Open positions for a part-time administrative assistant and a full-time early care and education specialist (Job descriptions included in the meeting materials). Nancy Norton expressed that she would like to be on the interview panel for the early care and education specialist position.
- Coordination of a conference call to facilitate a possible voluntary temporary transfer of funds within the county. Detailed information about the mandate of the Council to facilitate the process included in meeting materials.

- Coordinator attendance at the April 23-25, 2017 Teachstone InterACT Conference in Austin, Texas
- Coordinator to participate in the Cal Poly Internship fair on May 3, 2017. Draft of internship opportunities brochure included in meeting materials.

MONTH OF THE CHILD UPDATE

Children’s Day in the Plaza update presented and included in the meeting materials. 70 vendors participated; 12 performances; 13 monetary sponsorships totaling \$13,500; in-kind sponsorships from Cuesta College and Music Motive; 64 volunteers contributing 216 hours.

STIPEND PROGRAM UPDATE

Staff are currently process supporting documentation for over 100 applicants. The final deadline to submit paperwork is May 1, 2017.

NEEDS ASSESSMENT UPDATE

Coordinator met with staff from the Advancement Project, an organization committed to social justice. The Advancement Project has chosen to include access to child care as a social justice issue and will conduct an early care and education data need pilot project in collaboration with the CA Child Care Coordinators Association to create a unified story on early care and education access needs in California. San Luis Obispo County will be a part of this pilot along with representatives from Santa Clara, Fresno, Los Angeles, and San Francisco. The Advancement Project will support LPCs in obtaining and analyzing data for the LPC mandated Needs Assessment. A timeline of the phased presented in meeting materials. Coordinator will continue to work with the Advancement Project to learn more about the pilot project.

2017 LPC PRIORITIES REPORT

Council Staff recommended keeping the 2016 LPC Priority assignments. Updated data collection processed and analysis may be provided by the Advancement Project Pilot Project. In the event the new data changes the LPC Priority assignments, Council may amend and resubmit the priorities report. The LPC Priorities Report is due to California Department of Education on May 31, 2017.

2016-2017 ANNUAL REPORT

Draft of the 2016-2017 Annual Report included in meeting materials. Coordinator sought input on any missing sections describing Council activities.

COUNCIL MEETING AGENDA

Additions to the May 3, 2017 Council meeting agenda include action item for a Retreat. Motion to approve Council meeting agenda with addition, made by Nancy Norton, seconded by Sheri Wilson and approved unanimously.

ADJOURNMENT

The meeting adjourned at 3:33 pm.

The next Executive Committee meeting will be held on Monday, May 22, 2017 10:00 – 12:00 pm at CAPSLO Child Care Resource Connection.