



# 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

October 25, 2017 1:30-3:30 PM

Child Care Resource Connection

805A Fiero Lane, San Luis Obispo, CA 93401

### MINUTES

#### Members Present:

Adriana Barron

Don Norton

Lisa Fraser

Sheri Wilson

Mika Buchanan

#### Liaisons:

Joel Diestler

Joan Limov

#### Staff:

Raechelle Bowlay-Sutton

Sophia Renteria

Meeting called to order by Chair, Adriana Barron, at 1:34 PM with welcome and introductions.

#### Consent Agenda

Motion to approve consent agenda, including adoption of the agenda and September 27, 2017 minutes, made by Don Norton, seconded by Mika Buchanan, and approved unanimously.

#### Public Comments & Announcements

None

#### Financial Review

Joel Diestler, CAPSLO Accountant, presented Budget Review for the first three months of the fiscal year. There are \$78,000 in the Infant/Toddler grant and \$31,000 in CSPP left to spend until December, for a total of \$109,000. IMPACT grant is running low as the Council budgeted for a new Coach to be full-time, but the hired Coach, Shannon Pimentel, is working part-time. The Council is still awaiting FIT, who is reconfiguring office desk modules, to respond for an estimated price.

The Committee had ideas on other ways to spend down the grants before December:

- Infant/Toddler CLASS materials- \$75 per person
- Online myTeachstone subscriptions
- Possibility of new stipend program: Quality Counts Enhancement Stipend Program

More details and budget presentation included in meeting materials.

#### Coordinator Update

Raechelle Bowlay-Sutton presented the Coordinator Update

- Cultural Competency training happening next Monday, October 30, 2017

- CPIN trainer, Celia Ramirez, reached out to the Council to help pay for her certification Program for Infant Toddler Care (PITC). The Council is unsure if they can help, as CDE doesn't allow payment from the Council to go to someone who will become our contractor

### **Quality Counts Update**

Raechelle Bowlay-Sutton presented the Coordinator Update

- Intro to the Pre-K CLASS training was held on October 14, 2017-- 27 people came to the training
- Intro to Infant/Toddler CLASS training is being held this Saturday, October 28, 2017
- The 2017-2018 Quality Counts Stipend Program is closing on October 31, 2017; thus far there are 74 applications in. IMPACT is the only grant coming in lower than estimated through the stipend program, with only \$14,000 spent from a total of \$30,000

### **Council Self Evaluation Report**

Included in meeting materials.

Motion to approve LPC Annual Self-Evaluation Report made by Don Norton, seconded by Lisa Fraser, and approved unanimously.

### **Head Start Needs Assessment**

Included in meeting materials.

Motion to approve Head Start/ Early Head Start Needs Assessment made by Don Norton, seconded by Lisa Fraser, and approved unanimously.

### **Council Meeting Agenda**

Additions to the November 1, 2017 Council meeting Agenda, include the following:

- Addition of Action Item for approval to move forward on the new Quality Counts Enhancement Stipend Plan
- Addition of a recurring Discussion Item for "Leadership Activity", following Public Comment & Council Member Announcements
- Addition of an Item to discuss Membership Structure and Outreach following the Leadership Activity
- The Committee chose "Connecting with School Age" as the topic of Council Goals Discussion

Motion to approve November 1, 2017 Council meeting agenda with corrections made by Lisa Fraser, seconded by Sheri Wilson, and approved unanimously.

### **ADJOURNMENT**

The meeting adjourned at 2:43pm.

The next Executive Committee meeting will be held on December 20, 2017 PM at CAPSLO Child Care Resource Connection, 805A Fiero Lane, San Luis Obispo, CA.

Respectfully submitted,

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