



General Council Meeting Agenda

Monday, January 24, 2021 | 3:00 p.m. To 5:00 p.m.

Hosted using Zoom:

Join Zoom Meeting

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Meeting ID: 920 2391 3725

Passcode: 273338

CHAIR: Crystal McClendon-Gourdine **TIMEKEEPER:** Denise Clarke, LPC Coordinator

RECORDER: Elizabeth Lopez, Administrative Assistant

*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 925-942-3322.*

Call to Order (5 minutes)

Crystal McClendon-Gourdine

- Welcome and Introduction
- Minutes and Agenda Review (**ACTION**)

Public Comment (3 minutes per speaker)

Crystal McClendon-Gourdine

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

LPC Forum Planning

Crystal McClendon-Gourdine, Denise Clarke

- Save the date
- Overview of event, audience, speakers
- Planning

Child Care Needs Assessment

Denise Clarke

- Review process and timeline
- Scope of work options for consideration and discussion

Updates and Discussion

Crystal McClendon-Gourdine, Denise Clarke, All

- Update on virtual meetings
- Committee Chair share-out
- Member renewals and recruitment
- CCCOE ECE staffing updates
- State Funded Program Administrators Network Update (Brenda)
- Subsidy Pilot Update
- Transitional Kindergarten update (Denise)

Announcements (5 minutes)

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

- 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.



Zoom Meeting Protocols

Local Planning Council (LPC) Members

- LPC Members will be muted upon entry. The host will unmute Members as the meeting begins.
- Committee Chair will open the meeting with a roll call.
- Any voting conducted will be done through a roll call. Each Member will be called to give their verbal “aye/yes” or “nay/no” vote, or abstain from voting.
- When Members have completed speaking/presenting, Members will indicate to the group by saying “complete” or “done” – to avoid crossover talk.

Members of the Public

- Members of the public will be muted upon entry, and will remain muted through the duration of the meeting.
- Members of the public will be prompted to introduce themselves through the Chat Box.
- Members of the public wishing to provide public comment will provide comment through the Chat Box.
- The Chair will prompt the host to share any public comment. And if not prompted, the host will share comments posted at the beginning and end of the agenda item.

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Minutes of the LPC General Council Meeting

Monday, November 23, 2021 | 3:00 p.m. to 5:00 p.m. | Zoom

Members Present: Candida Duperroir, Cathy Roof, Crystal McClendon-Gourdine, Liliana Gonzalez, Silvana Mosca-Carreon, Stacie Cooper-Roundtree, Jacqueline Smith, Stacey Higgins Norman, Hannah Michaelson, Laura Rodriguez, Phelicia Lang

Members Absent: Amy Wells, Brenda Brown, John Moon,

Staff Present: Denise Clarke, Elizabeth Lopez

Guest Present: Dorothy Stewart

Welcome and Introductions

- Chair Crystal McClendon-Gourdine could not call the meeting to order as quorum was not yet met. Introductions were completed, beginning with newest members, Laura and Hannah

At 3:15pm, quorum was met, introductions were continued

- Crystal called the meeting to order at 3:23pm

Agenda Review and Approval

- Crystal McClendon-Gourdine moved to approve the agenda for the November 22, 2021 meeting, Cathy approved this motion, followed by Candy. Motion carried out unanimously by rollcall.

Minutes Review and Approval

- Crystal McClendon-Gourdine moved to approve the minutes from June 5, 2020 meeting, Cathy approved this motion, followed by Candy. Motion carried out unanimously by rollcall.

Public Comment

Dorothy Stewart from Old Firehouse School introduced herself as a member of the public attending.

Welcome New Members

- Denise introduced new members Hannah Michaelson and Laura Rodriguez. John Moon was unable to attend.

Updates and Discussion

Needs Assessment

- Denise provided update on Needs Assessment Report. Shared with the group that we will be contracting out for support. Denise provided tentative timeline to begin the process Spring of 2022, with

a completion and submission deadline of October 2022. Denise shared that she obtained Scope of Work proposals and received estimates between \$5000-\$7000. Due to concern of skewed results as a result of the pandemic, we plan not to have such a comprehensive report this round. We will be working with our First 5 and Cocokids partners to collaborate on data for the best outcome. We hope to conduct a more comprehensive report in a year or two. Denise shared that in the past partners contributed money for a workforce study project that has been postponed due to the pandemic. Because the money is still encumbered, Denise suggested that we use it towards conducting a more comprehensive assessment report later down the line. Denise welcomed thoughts. The majority of the group agreed that we should go with the most cost-efficient option.

- Denise shared screen to review the requirements template for the Needs Assessment with members to determine if submitting our report in the template format would be best or if we should submit a multiple page narrative, inclusive to the requested data. Most members thought the template format would be best to keep findings categorical for comparing and contrasting in future years and for past.
- Members discussed the age window for the Needs Assessment requirements of only 0-5. Members want school age data to be included, even for internal purposes since it is not required to report out on.
- Denise will follow up with the consultants who have provided scope of work proposals regarding inclusion of the school-age data.
- Denise said she will obtain a total of 3 scope of work proposals and provide additional information at the next general council meeting.

Virtual Meetings

- Denise provided an update on virtual meetings. At this time, our county is still able to continue in a hybrid format until further notice.

Committee Chair updates and share-out

- Candy introduced herself as chair of the Advocacy committee. She shared out on the 21-22 Public Policy Platform via share screen. Candy pointed out additions regarding workforce and stability of childcare. The platform will be completed and approved at a future advocacy meeting.
- Candy discussed the past legislative breakfast where we implemented a way to introduce the LPC to legislative communicators. Candy mentioned that we were unable to build on the relationships we intended to establish because of the pandemic and that we should re-focus our attention on this for the future of early care education decision making.
- Cathy joined the conversation and reiterated that in addition to the advocacy surrounding early care, we also advocate for the diverse delivery system through these relationships between the LPC and Legislative communicators.
- Candy closed this discussion by saying that we have an open window to share our advocacy goals with Legislation.
- There were no additional committee updates.
- Denise shared the new interim-chair for Project and workforce is Cathy and also indicated that due to scheduling conflict, meeting days may change. Brenda Brown has volunteered to chair the School & Family committee.
- Crystal welcomed members to consider chairing our committees and to reach out if they have interest to do so.

Member recruitment update

- Denise shared that we still have open seats to join the LPC. Announced members who seats will be expiring soon and informed all members that renewals are due.

LPC Triennial Report (Denise)

- Denise reviewed the LPC Triennial Report, which is required to be submitted to the County Board of Supervisors. Denise review the information required, and a shared a summary of what was prepared in the report. The Report will be submitted to the County Board of Supervisors 11/23/21.

Subsidy Pilot Update (Denise)

- AB1294 was just approved. CDSS is now overseeing. As a pilot county, we are participating in a data collection by surveying our providers and other local data. This data will be evaluated on the state level before a determination is made as to how this bill will apply to us.

Website Update (Denise)

- For better management, we have fully converted to posting LPC information on the CCCOE website, in lieu of Plan for Kids. Website was showcased via screen share.

Workforce Pathways Grant review and update (Denise)

- Denise provided overview of the new stipend grant known as Workforce Pathways, similar to the previously known AB212 stipend program. During 2020-2021 COE disbursed \$147,000 in stipend payments for Professional Development and continued education.
- Denise reported out on all 5 grants, including QCC, PDG-R and other collaborative grants that are currently coordinated under the CCCOE Early Care and Education programs.

Transitional Kindergarten update (Denise)

- COE's role: We are in a planning year for the future school year. Any child that turns 5 prior to Feb. of the next school year will be considered TK. COE will be assisting districts with planning for full day programs, partnering with CSPP sites and/or local sites. Marsha Tokuyoshi, CCCOE's Senior Director of Education Services, surveyed schools to gauge interest of meeting to discuss the integration of TK. COE will need to support districts throughout transition for full implementation by 2025. Because there is a shortage of qualified teachers with a minimum of 24 units in ECE, COE may partner with an institute of higher education (ie. Los Medanos College) on a unit-based program to increase number of qualified teachers. Current teacher-child ratio is 1:12 but will transition to 1:10.

LPC Events Discussion and Planning

- Last year's event was geared toward ECE providers. Who is our audience this year? Denise created 2 flyers aimed towards 2 different audiences: one for community and the mixed delivery piece. This model would be informative for care providers and parents, would include a panel of ECE teachers, TK teachers, legislators and LPC members. The second model would be aimed towards the workforce. Denise screen shared both for group feedback. Most of the members determined there is more urgency to address the implications of the implementation of TK and therefore, we should deliver an informative event geared towards the community. Event to be virtual.
- Hannah recommended having a parent on the panel who has had a child in a center-based program, rather than a school-based program.

Adjournment

- Cathy Roof moved to adjourn the meeting at 5:12 p.m., and Silvana seconded. Motion carried unanimously.

NEXT MEETING: January 24, 2022, 3:00 p.m. to 5:00 p.m.
Zoom Meeting – Details will be emailed to all members of the LPC.