



"Promoting Excellence in Child Care"

**SACRAMENTO COUNTY LOCAL CHILD CARE & DEVELOPMENT PLANNING COUNCIL
EXECUTIVE COMMITTEE MEETING**

3:00 p.m., Tuesday, January 21, 2009
Child Action, Inc., 9961 Horn Road, Sacramento, CA 95827

AGENDA

TIME*	ORDER OF BUSINESS	ITEM TYPE(S)
	I. Call to Order - Chair	
3 min	II. Approval of Agenda and Minutes a. Minutes of 12/16/08 Executive Committee Meeting. Members are to read and note any modifications prior to the December committee meeting. b. Agenda for 01/21/09 Executive Committee Meeting.	Action
15 min	III. Committee Reports Policy – Marta Suarez, Chair Quality/CARES – Elizabeth Uda, Chair Business & PR – Linnea Hathaway, Chair <i>Chairs who are unable to attend are requested to submit a written summary of their Committee's activities by January 20 to the Council Coordinator</i>	Information
20 min	IV. Effectiveness of Council and Committee Meetings Members will discuss approaching Council members for input on meeting effectiveness..	Discussion
5 min	V. Requests for Sponsorship Members will discuss policy for addressing requests for sponsorship.	Discussion
5 min	VI. Futures in Management Institutes Members will discuss sponsorship of a Futures in Management Institute in collaboration with SCOE, Child Action, Inc. and First 5.	Information / Discussion / Action
15	VII. Preliminary April Council Meeting Agenda Members will develop a preliminary agenda for the April Council meeting and identify guest speakers to invite.	Discussion
4:00 p.m..	VIII. Other Business / Adjournment	

*Estimated time for item. Actual time per item may be less than allotted time. Any member unable to attend this meeting should contact Marianne Knoy at (916) 369-3344 or Marianne.knoy@childaction.org by 5:00 p.m. of the day prior.

Sacramento County Local Child Care & Development Planning Council



Executive Committee Meeting Minutes

December 16, 2008 | 9:00 a.m.
9961 Horn Road, Sacramento, CA

Meeting Attendance

Members		Staff		Guests	
Tracy Tomasky	X	Linnea Hathaway	X	Marianne Knoy	X
Alix Hall	X	Betsy Uda	X		
Mary Breeding	X	Marta Suarez	X		

Issue	Discussion	Action
	The meeting was called to order at 9:00 a.m. by Chair Tracy Tomasky.	
Agenda Item II - Approval of Agenda and Minutes	<p>Members reviewed and approved the October 15, 2008 Executive Committee meeting minutes.</p> <p>Members reviewed and approved the December 16, 2008 Executive Committee meeting agenda.</p>	<p>M/S – Linnea Hathaway / Mary Breeding Abstain – Alix Hall, Marta Suarez Approved</p> <p>M/S – Alix Hall / Linnea Hathaway Approved</p>
Agenda Item III – CARES Track 5 Program Modifications	<p>The Quality/CARES Committee presented the following proposed modifications to the CARES program for the Executive Committee’s approval:</p> <p>Track 5A: The Quality/CARES Committee recommends the following:</p> <ol style="list-style-type: none"> 1. Retain the BA in Child Development / Early Childhood Education / Related Field requirement 2. Require participants to hold or have applied for a Master Teacher / Site Supervisor / Director permit 3. Participants must attend Professional Growth Advising 4. Participants must attend a Permit Application Workshop 5. Participants must earn 40 hours of professional development that fall with the CARES Approved Professional Growth guidelines (including those hours earned for Professional Growth Advising and Permit Application Workshop) 6. Provide professional growth advising to a minimum of five CARES participants <ol style="list-style-type: none"> a. Provide professional growth advising on Child Development permit process b. Provide documentation of hours for professional growth advising for each advisee 7. Stipend of \$750 (which equates to \$18/hr) <p>Track 5B The Quality/CARES Committee recommends modifying Track 5B to establish an entry level year. At the entry level, participants would meet the requirements of attending the ERS course and completing</p>	<p>M/S – Alix Hall / Linnea Hathaway Approved</p>

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	<p>homework with a grade of A for a \$750 stipend. In year two, participants would begin conducting assessments, with a maximum of ten assessments per participant.</p> <p>The proposed changes will be carried forward to the Council for approval at the Council's January 2009 meeting.</p>	
Agenda Item IV – CDD Annual Report	Members approved the draft CDD Annual Report. A final copy will be routed for appropriate signatures and mailed to CDD.	M/S – Elizabeth Uda / Marta Suarez Approved
Agenda Item V – Council Work Plan Approval	Members noted several timeline and outcome sections were incomplete and requested the incomplete areas be filled with “TBD.” Committee chairs committed to focusing committee work on completing the TBD sections at the January 2009 committee meetings. Members approved the draft work plan with the requested changes to include TBD. The work plan moves to the Council for approval in January.	M/S –Alix Hall / Linnea Hathaway Approved
Agenda Item VI – Futures in Management Institutes	Members discussed an invitation to the Council to jointly sponsor a Futures in Management Institute with First 5 Sacramento, SCOE and Child Action, Inc. While no monies were requested, members did ask if the Council had funds to support the event. Members asked if anyone had attended the institute to which one member responded with a yes, though they did not feel the event met their expectations. Members expressed concern about the quality of the event and requested more information on the Institute, such as names of presenters, testimonies from those who have attended in the past and specifics on resources, including Program Administrative Scale materials. Staff advised members that Doreen Diehl, First 5 Sacramento, is available to attend the January meeting and provide an overview of the Institute. Natalie Woods Andrews, SCOE, noted the opportunity to collaborate in this effort underscores the professional development each of the participating agencies has supported in recent years. Members agreed to move the item to the agenda for the Council's January meeting for a presentation and further discussion. The Committee directed staff to identify funding options, should the Council have funds available to put towards this event.	M/S –Alix Hall / Mary Breeding Approved
Agenda Item VII – Preliminary January Council Meeting Agenda	<p>January Council Meeting Agenda</p> <ol style="list-style-type: none"> a. Welcome & Public Comments – 10 min b. Approval Minutes and Agenda – 5 min c. CARES Program Modification Approvals – 10 min (Q/C Committee – Elizabeth Uda) d. Council 2007-12 Workplan – 10 min (Executive Committee – Mary Breeding) e. Children’s Coalition / Children’s Report Card– 15 min (Community Services Planning Council – Sara Fung) f. Sacramento Preschool Leadership Update – 10 min (SCOE - Natalie Woods Andrews) g. Preschool Bridging Model - 10 min (SCOE - Ginger Swigart) h. Preschool Legislation – 20 min (Children’s Coalition Advocacy Committee - Donna Sneeringer) i. Futures in Management Institute Sponsorship – 10 min (First 5 Sacramento – Doreen Diehl) j. Committee Reports – 20 min (Committee Chairs) 	M/S – Linnea Hathaway / Alix Hall Approved

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	Member's approved the agenda for the January 8, 2009 Council Meeting.	
Next Meeting / Adjournment	The next Executive Committee meeting is scheduled for Wednesday, January 21 at 3:00 p.m. at the Child Action, Inc. offices, 9961 Horn Road. The meeting adjourned at 9:40 a.m.	

DRAFT