

# Sacramento County Local Child Care & Development Planning Council



Policy Committee Meeting Minutes

August 13, 2008 | 9:00 a.m.  
9961 Horn Road, Sacramento, CA

## Meeting Attendance

Members		Staff		Guests	
Marta Suarez	X	Laura Lystrup	E	Marianne Knoy	X
Allyson Kurtz	X	Nadine Newman			
Lisa Sowell-Sims	X				
LL – Work Related; NN - Vacation					

Issue	Discussion	Action
Welcome & Introductions	The meeting was called to order at 9:05 a.m. The Chair welcomed members to a new year and reviewed the new day and time for meetings: 2 <sup>nd</sup> Tuesday of the month at 9:30 a.m. Meetings will continue to be held at Child Action, Inc., 9961 Horn Road, Sacramento.	
Committee Focus	<p>Members discussed the committee’s past focus and efforts and where and how they would like the committee to move forward. Members briefly discussed the possibility of merging with the Child Care Plan Committee, acknowledging the shared focus of promoting the policy recommendations details in the Plan, as well as the review of the Superintendent’s Preschool Plan. Chair Marta Suarez will share the suggestion with the Executive Committee.</p> <p>Members are committed to advocating and advising on policy decisions that affect child care in Sacramento County. Members identified the best methods available to them to pursue advocacy and advisory efforts:</p> <ul style="list-style-type: none"> <li>• Keep informed on policy issues affecting child care in Sacramento County through contacts with local agencies, review of legislative materials, review of city and county policy platforms</li> <li>• Connect with other advisory/advocacy bodies</li> <li>• Correspondence and contact with the Board of Supervisors and Board of Education, to advise both boards with data and research as well as to advocate positions on regulatory/legislative issues to both boards</li> <li>• Provide public education opportunities through community forums to share information out of the Council’s Child Care Plan</li> </ul> <p>To meet these efforts, the committee will:</p> <ul style="list-style-type: none"> <li>• Identify “hot topics” to track</li> <li>• Develop letter templates for advising the Board of Supervisors and Board of Education on policy issues</li> <li>• Develop letter templates for advocating policy positions to the Board of Supervisors and Board of Education</li> </ul>	

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	<ul style="list-style-type: none"> <li>• Clarify and develop procedures for determining when a letter is to be sent, as well as the steps for completing the letter             <ul style="list-style-type: none"> <li>○ Members determine need for letter or if other options are better suited to address an issue</li> <li>○ Members to draft language specific to the letter topic using the Child Care Plan as a guide</li> <li>○ Members to send draft language to staff who will place it into the generic template</li> <li>○ Determine approval path of letter once complete</li> </ul> </li> <li>• Invite a <i>Parent Voices</i> representative to attend Policy Committee meetings to inform the Committee on how public policy decisions impact parents and child care</li> <li>• Continue the discussion at the September meeting as the Committee prioritizes the Committee's activities for the year.</li> </ul>	
Develop Annual Project Agenda	To be discussed in more detail at September meeting	
Annual Meeting Schedule	Discussed and noted in welcome.	
Other Business	<p>Members discussed the changes in communication from the California Department of Education have resulted in missing out on funding opportunities. CDE no longer mails notices of funding opportunities to funded programs. Funding notices are posted on the CDE website, and there is an option to register for email notifications. Members commented the CDE website is difficult to navigate and to find information, and the RFA and CDD applications are vague and missing clear directions on required documentation.</p> <p>Staff noted members comments and will share with the state LPC consultant.</p>	
Adjournment	The meeting adjourned at 10:00 a.m. The next meeting will be Tuesday, September 9, 2008 at 9:30 a.m. at the Child Action, Inc. offices, 9961 Horn Road, Sacramento.	