



*"Promoting Excellence in Child Care"*

**SACRAMENTO COUNTY LOCAL CHILD CARE & DEVELOPMENT PLANNING COUNCIL**

**MEETING OF THE QUALITY/CARES COMMITTEE**

**Monday, March 9, 2009 - 1:30 p.m.**

*Child Action, Inc., 9661 Horn Road, Sacramento*

**AGENDA**

<b>ALLOTTED TIME*</b>	<b>ORDER OF BUSINESS</b>	<b>ITEM TYPE(S)</b>
	<b>I. Call to Order - Chair</b>	
3 min	<b>II. Approval of Agenda and Minutes</b> a. Minutes of 02/09/09 Quality/CARES Committee Meeting. b. Agenda for 03/09/09 Quality/CARES Committee Meeting	Action
5 min	<b>III. Update on CARES</b> Staff will provide an update on the CARES program.	Information / Possible Action
10 min	<b>IV. CARES Appeals</b> Members will review appeals received through Friday, March 6, 2009.	Action (1 appeal)
15 min	<b>V. Public Policy</b> Members will have an opportunity to review current child care supply data for Sacramento County, and discuss federal, state, local policy that has or may have an impact on quality enhancement services to child care providers in Sacramento County	Information / Discussion / Possible Action
5 min	<b>VI. Information Article</b> The Business and Public Relations Committee is writing a series of articles relating to child care from a parent's perspective.	Information / Discussion
15 min	<b>VII. Work Plan Review</b> Members will complete the TBD sections of the work plan designated to the Quality/CARES Committee.	Discussion
15 min	<b>VIII. Round Table Discussion Wrap-Up</b> Members will complete discussion on focus and effectiveness of Council and committee meetings	Discussion
5 min	<b>IX. Staff Report / Other Business</b>	Information
2:30 p.m.	<b>X. Adjournment</b>	

\*Estimated time for item. Actual time per item may be less than allotted time.

*Please contact Marianne Knoy at (916) 369-3344 or [Marianne.knoy@childaction.org](mailto:Marianne.knoy@childaction.org) if you will not be able to attend this meeting.*

# Sacramento County Local Child Care & Development Planning Council



## Quality/CARES Committee Meeting Minutes

February 9, 009 | 1:30 p.m.  
9961 Horn Road, Sacramento, CA

### Meeting Attendance

Members		Staff		Guests	
Elizabeth Uda	X	Loretta Smith		Marianne Knoy	X
Anne Kress	X	Theresa Roberts	X	Tracey Slater	
Kathleen Tibbals	X	Tracee Lewis	X	Jaclyn P. White	
Kayla Olvera		Mary Breeding	E		

Issue	Discussion	Action
Welcome & Introductions	The meeting was called to order at 1:35 p.m.	
Agenda Item II - Approval of Agenda and Minutes	Minutes of the 01/12/09 meeting were submitted for approval. The minutes were approved. The agenda for the 02/09/09 meeting was submitted for approval.	<b>M/S</b> – Anne Kress / Kathleen Tibbals. <b>APPROVED</b>
Agenda Item III – Work Plan Review	Members reviewed and continued work to complete open sections of the work plan. Members will continue review at the March meeting.	
Agenda Item IV – Round Table Discussion	<p>Chair Elizabeth Uda asked members a series of questions to gain their perspective and input on effectiveness of committee and Council meetings. The questions follow, with the summary of members responses noted after each.</p> <p>Regarding committee participation:</p> <ol style="list-style-type: none"> <li>1. From your perspective, what is the committee's purpose and what are our goals? <ul style="list-style-type: none"> <li>• CARES – one of the committee's goals is the oversight and development of the CARES program policies to be compliant with funding requirements. To develop a program that encourages and supports retention, education and professional development opportunities.</li> <li>• Quality – another goal is to promote the development of high quality programs through support of professional development opportunities, the ERS course and ERS assessments and other evaluation tools.</li> <li>• Members also noted that they work to leverage dollars associated with programs / projects for which they are responsible, in the best way possible</li> </ul> </li> <li>2. What methods do you use to give input to the committee and Council agendas? <ul style="list-style-type: none"> <li>• Discussion at committee meetings and interaction with staff</li> </ul> </li> <li>3. How much time do you expect to give to committee and Council activities? <ul style="list-style-type: none"> <li>• 3-5 hours per month. Includes <ol style="list-style-type: none"> <li>1. Committee meetings</li> <li>2. Council meetings</li> <li>3. Work on committee projects outside of the meeting</li> </ol> </li> </ul> </li> </ol>	

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	<p style="text-align: center;">structure</p> <ul style="list-style-type: none"> <li>• Members felt the Quality/CARES committee does need to meet monthly</li> <li>• Members considered more frequent Council meetings may be more productive in sharing information and creating opportunities for dialogue among members</li> </ul> <p>Regarding Council participation:</p> <ol style="list-style-type: none"> <li>1. What do you find most useful at Council meetings?             <ul style="list-style-type: none"> <li>• Members find the information from presentations helpful, but are not always certain how the presentations relate to the Council or the Council's plan.</li> <li>• Members like the committee reports and the opportunity to find out what work is being done in other committees</li> </ul> </li> <li>2. What would you like to see done differently at Council meetings?             <ul style="list-style-type: none"> <li>• Comments from members:                 <ol style="list-style-type: none"> <li>1. What is the purpose of the Council meetings? Is it just to pull everyone together periodically?</li> <li>2. There is no meat to the Council meetings.</li> <li>3. There is no direction on the strategic work plan</li> <li>4. The meeting is a hodge podge of presentations</li> <li>5. No focus</li> <li>6. Tools for working on the workplan should be addressed as a whole and shared with members</li> <li>7. Once ideas are shared what becomes of them?</li> <li>8. The Council meeting should be a place to learn tools and to get information</li> <li>9. Instead of presentations, focus should be on committee reports and open discussion to answer questions from Council members</li> <li>10. What responsibility does the Council have to the agencies making presentations? Are the presentations required? Is there an expected reciprocity from the Council?</li> <li>11. The system should be open to change and regeneration</li> <li>12. The presentations are beneficial for gaining information</li> <li>13. The meetings are networking opportunities</li> <li>14. Members should be able to take away information</li> <li>15. Members liked the retreat format and think that it could serve as guide for Council meetings</li> <li>16. There is a sense of disconnect if a member misses a meeting. Members believe more frequent meetings would better inform the membership and support Council work</li> <li>17. Members suggested fall or winter for retreats instead of summer</li> </ol> </li> </ul> </li> </ol>	
<p>Agenda Item V – Staff Report / Other Business</p> <p>Adjournment</p>	<p>There was no staff report or other business to present.</p> <p>The meeting adjourned at 3:00 p.m.</p>	