Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the CCPC office at 5340 Skylane Blvd, Santa Rosa, CA, during normal business hours. For disability accommodation, please contact us at (707) 524-2658.

Child Care Planning Council of Sonoma County
Executive Committee Meeting
Monday, April 17, 2017
9:00-10:30am
Gravenstein – 5340 Skylane Blvd., Santa Rosa, CA 95403

The mission of the Child Care Planning Council of Sonoma County is to convene and inspire the community through collaboration, leadership and advocacy to promote and plan for quality child care and development for the benefit of all children (primarily birth to 12), their families and Sonoma County.

DRAFT AGENDA

**Action Item (Action may also be taken on any item on the agenda)

Approximate Time	Item #	Agenda Item	Objective	Process
9:00 am	1.	Call to Order**		
9:02 am	2.	Approval of Agenda**	Agreement on topics for meeting.	Unanimous Consent action item, unless there are changes.
9:05 am	3.	Approval of March 20, 2017 Executive Committee meeting minutes**	Approve record of previous meeting.	Unanimous Consent action item, unless there are changes.
9:07 am	4.	Public Comment on Non-Agendized Items	Allow input from non-members on any topic related to the mission of CCPC.	Public speaks.
9:08 am	5.	Follow-up from last Council meeting	Review what worked well and what follow-up is needed	Discuss, next steps.
9:10 am	6.	May meeting planning - Food - Logistics	Discuss plans for May meeting.	Discuss, next steps.
9:15 am	7.	CTKS stipend program	Discuss potential programmatic changes	Discuss, next steps.

Approximate Time	Item #	Agenda Item	Objective	Process
9:20 am	8.	County Child Care Subsidy Pilot	Provide update, discuss.	Discuss, next steps.
9:30 am	9.	Community Meeting	Review, discuss	Discuss, next steps.
10:30am	10.	Adjourn**		Unanimous consent item.

Agenda Development and Meeting Strategies:

a. Expect people to read the agenda information ahead of time, and provide history and context at meetings before each item
b. Provide pros and cons when presenting an issue, and before voting
c. When reporting recommendations, report if there are strong dissenting opinions
d. Reduce the number of action items on the agenda; allow enough time and provide enough information
e. When presenting revisions to or new Protocols, provide a summary of context/rationale/explanation.
f. Consider small-group discussions, "Open Space" format, etc.
g. Consider switch of Co-Chair facilitator for discussion participation
h. Leave enough time for member announcements
i. Have Public Policy issues on the agenda only when needed

Ongoing Activities from Strategic Plan	
Solicit Hot Topic suggestions regularly from membership	1. Continue to solicit feedback per Meeting Feedback Forms. 2. Survey members to solicit and rank Hot Topic suggestions.
Ensure timely inclusion of broad range of critical issues in Hot Topics/Public Policy discussions, including impact on ECE of current political/economic decisions	1. Plan annual Hot Topic calendar and revise as needed. 2. Include Public Policy item on agenda for each month's CCPC meeting. 3. Coordinator reports on current political/economic decisions as needed.
Develop response to proposed budget cuts with funding priorities, and to proposed legislation	Collaborate with Public Policy Committee, and provide support as needed.
Engage with Upstream/economic policies	1. Coordinator sits on Upstream Committees and reports back as needed. 2. Monitor economic policies, and engage as opportunities arise.
Promote Child Care Plan	1. Town Hall event planning 2. BOS presentation of Child Care Plan
Hold regular CCPC meetings	Assess input from members, and develop strategies to address issues raised regarding: Committee reports, feedback forms, amount of content on agenda, follow-up on issues presented/discussed, meeting facilitation and diverse opinions, field trips and Hot Topics
Administer Workforce Development and Quality Improvement Programs – CARES, Quality Counts, CTKS	Receive monthly reports from Coordinator at Executive Committee meetings