



**Child Care Planning Council of Sonoma County  
Executive Committee Meeting**

Wednesday, January 22, 2025

9:00 - 10:30 am



This meeting is held at Sonoma COE at 5340 Skylane Blvd, Santa Rosa, CA 95403

**Main Building: Mariposa Conference Room**

Join Zoom Meeting:

<https://sonomacoe.zoom.us/j/3461085770?omn=82271383696>

Meeting ID: 346 108 5770

*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.*

**AGENDA**

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

<b>Approximate Time</b>	<b>Item #</b>	<b>Agenda Item</b>	<b>Objective</b>	<b>Process</b>
9:00 am	1.	Call to Order**		Call to order. <b>Establish Quorum</b>
9:00	2.	Introductions		
9:05 am	3.	Approval of Agenda**	Agreement on topics for the meeting.	Unanimous Consent action item, unless there are changes.
9:07 am	4.	Approval of October 21, 2024, Executive Committee meeting minutes**	Approve the record of the previous meeting.	Unanimous Consent action item, unless there are changes.

9:10 am	5.	Public Comment on Non-Agendized Items	Allow input from non-members on any topic related to the mission of CCPC.	Public speaks
9:10 am	6.	Preview Needs Assessment	Hear presentation from consultant team	Presentation, Discussion
10:00 am	7.	Budget Revision Proposal**	Review the budget revision proposal	Review, Discussion, Vote
10:10 am	8.	Coordinator Report	Hear updates from the CCPC coordinator	Review, Discussion
10:20 am	9.	Meeting Feedback	Review recent meeting feedback	Review, Discussion
10:25 am	10.	Meeting Planning	Planning for February meeting	Planning
10:30 am	11.	Adjourn**		

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) 524-2792.

**Agenda Development and Meeting Strategies:**

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

<ul style="list-style-type: none"> <li>• Leave enough time for member announcements</li> <li>• Have Public Policy issues on the agenda only when needed</li> </ul>	
Activity	Action Items
Solicit Hot Topic suggestions regularly from membership	Administer and support Workforce Development and Quality Improvement Programs including QCC Workforce Pathways, QCC CSPP Block Grant, IEEEP, TALLK, and UPK Mixed Delivery.
Ensure timely inclusion of a broad range of critical issues in Hot Topics/Public Policy discussions, including impact on ECE of current political/economic decisions	Continue to solicit feedback per Meeting Feedback Forms. Survey members to solicit and rank Hot Topic suggestions.
Develop a response to proposed budget cuts with funding priorities and proposed legislation	Plan the annual Hot Topic calendar and revise it as needed. Include Public Policy items on the agenda as needed. The coordinator reports on current political/economic decisions as needed.
Promote Child Care Plan	Collaborate with the standing committees and workgroups and provide support as needed.
Hold regular CCPC meetings.	Assess input from members, and develop strategies to address issues raised regarding committee reports, feedback forms, amount of content on the agenda, follow-up on issues presented/discussed, meeting facilitation and diverse opinions, and Hot Topics

CCPC • Sonoma County Office of Education

5340 Skylane Boulevard • Santa Rosa, CA 95403 • Phone: (707) 524-2792

[ccpc@scoe.org](mailto:ccpc@scoe.org) • <http://www.scoe.org/ccpc>