



Child Care Planning Council of Sonoma County
Executive Committee Meeting
August 22, 2024 10:00 am–11:30 am
This meeting was held at Sonoma COE
at 5340 Skylane Blvd., Santa Rosa, CA 95403
Members of the public were invited to attend in person
or virtually via Zoom.
Meeting ID: 3461085770

Minutes Approved September 25, 2024

Members present: Jessica Borland, Cathy Vaughn, Kathy Kelley,
Members Absent:
Staff Present: Erica Vuong, Liz DePrimo, Diana Avila
Guests Present: Stephen Zollman, Lara Magnusdottir

Agenda Item	Discussion	Action/Follow-up
1. Call to Order**		Co-Chair, Kathy Kelley, called the meeting to order at 10:05 am Present: 3 Absent: 0
2. Approval of Agenda**		The agenda was approved by unanimous consent at 10:06AM
3. June 10, 2024 Executive Committee Meeting Minutes**		The minutes from June 10th were approved by unanimous consent.

4.Public Comment on Non-Agendized Items	Stephen Zollman commented on proposed changes and approval of committees/workgroups to the executive committee meetings. Liz DePrimo clarified the difference between a workgroup and committee.	<p>The CCPC Wage Boost Workgroup will share findings at the September 6 council meeting.</p> <p>Liz DePrimo will reach out to First 5 to see if they would like to briefly share highlights from their wage boost study at the September 6 meeting.</p>
5. Coordinator Report	CCPC coordinator presented updated information on Pathways expansion, new EETD funding, IEEEP Round 2 and UPK mixed delivery.	
6. 2024/2025 Budget Revision	CCPC Coordinator presented proposed budget revisions and the committee reviewed the proposed budget.	<p>Jessica Borland made a motion to approve the 2024-2025 budget revisions.</p> <p>Cathy Vaughn seconded the motion.</p> <p>Vote: Ayes: 3 Nays: 0 Abstain: 0 Absent: 0</p>
7. Elections/Executive Committee Positions	CCPC coordinator facilitated conversation about elections for a chair and co-chair	At the next CCPC meeting a vote will be held on the chair-elect and co-chair position. Liz DePrimo will inform members of the vote via the meeting agenda ahead of the meeting.

8. CCPC End of the Year Survey Review	CCPC Coordinator presented survey results from responders. Kathy Kelley recommended a buddy system for new members.	Refine questions for upcoming year's survey.
9. 2024-2025 CCPC Meeting Schedule	CCPC Coordinator facilitated a discussion to finalize meeting dates and times for upcoming executive committee and CCPC meetings.	CCPC staff will send out meeting information.
10 Meeting Planning	CCPC Coordinator shared program and grant updates and hot topics for future meetings.	CCPC Coordinator will follow up on the next hot topic presenter for the CCPC meeting.
11. Adjourn**		Meeting adjourned by Kathleen Kelly at 11:28 am.