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**MEETING AGENDA**

Friday, May 3, 2024

8:00 am – 2:00 pm

Iron & Vine Restaurant, Bennett Valley Golf Course  
3330 Yulupa Ave, Santa Rosa, CA 95405

*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.*

Quorum required for action at today's meeting is 9 members.

**CCPC CORE VALUES**

1. Keeping the welfare of children at the center of our actions.
2. Promoting and supporting high-quality early care and education.
3. Being strategic and keeping the big picture in mind.
4. Operating with integrity.
5. Ensuring inclusivity.
6. Collaboration.

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

Time (approx.)	Topic	Objective	Process	Lead
8:00	Breakfast, Coffee and Networking			
8:30	Welcome, Check-in, and Grounding Activity	Introductions	Go around – all.	Liz DePrimo
8:35	Member recognitions	Acknowledge Council members for their years of service	Announce members and years of service.	CCPC Staff
8:45	Council Meeting Call to Order**	Begin business part of the meeting	Co-chair action and information.	CCPC Co-Chair
8:45	Approval of/Revisions to Agenda**	Agreement on topics for business meeting.	Unanimous Consent action item, unless there are objections/changes.	CCPC Co-Chair

<b>Time</b> (approx.)	<b>Topic</b>	<b>Objective</b>	<b>Process</b>	<b>Lead</b>
8:47	Approval of/Revisions to Meeting Minutes from 4/5/24**	Approval of previous meeting's minutes	Unanimous Consent action item, unless there are revisions/corrections.	CCPC Co-Chair
8:50	Finance Committee report a. 2023/24 Budget revision** b. 2024/25 Budget proposal** c. End of year spending**	a. Approve the 23/24 budget revision b. Approve the 24/25 budget proposal c. Authorize the Treasurer and Executive Committee to make final budget revisions for 2022/23	a. Report, discuss, vote b. Report, discuss, vote c. Report, discuss, vote	Cathy Vaughn
9:05	Data Committee Report and Zip Code Priorities Report**	Approve updates to the CCPC Zip Code Priorities Report	Report, discuss, vote	Liz DePrimo
9:20	Public Comment	Allow input from non-members on any topic related to the mission of CCPC.	Members of the public speak	All
9:25	Member Announcements	Hear announcements from CCPC members and advisors	Announcements	CCPC members
9:30	Executive Committee Report a. approved Zip Code Priorities Report b. approved budget revision and proposal c. CCPC elections	Hear report of executive committee activities	Report, discuss	Jessica Borland
9:40	CCPC Elections	Hear information about CCPC nominations and elections process	Report, discuss	Liz DePrimo
9:45	Coordinator Report	Hear report about CCPC activities from the coordinator	Report, discuss	Liz DePrimo

Time (approx.)	Topic	Objective	Process	Lead
9:50	2024/25 Meeting Schedule	Set the meeting schedule for the next year	Discuss	CCPC Co-Chair
10:00	Adjourn**	Adjourn and close the business part of the meeting	Unanimous consent	CCPC Co-Chair
	Break			
10:05	Consensus Workshop	Strategic planning		Ramya Krishna and Polly Yu
12:00	Lunch			
12:30	Consensus Workshop	Strategic Planning		Ramya Krishna and Polly Yu
2:00	End			

\*\* Action item

Approval of the Consent Calendar:

The Consent Calendar includes routine financial and administrative actions, and are usually approved by a single majority unanimous consent vote. There will be no discussion on these items prior to voting on the motion unless Council Members or the public request specific items be discussed and/or removed from the Consent Calendar.

Public Comment: Public comment may be heard on each agenda item.

Voting Process:

- 1) Open Discussion
- 2) Make a Motion
- 3) Second the Motion
- 4) Chair Restates the Motion
- 5) Voting Members Discussion (pros and cons)
- 6) Voting Members Vote
- 7) Chair Announces the Result

What to do in the event of a conflict: During open public discussion – disclose the existence of the conflict; explain the nature of the conflict. During member only discussion – 1) abstain from discussion of or attempting to influence the decision; 2) leave the discussion table during consideration of the decision, so that it is obvious you are not participating; 3) abstain from voting; 4) ensure that the disclosure and abstention are reflected in the minutes.