



**CONTRA COSTA COUNTY  
LOCAL PLANNING COUNCIL  
FOR CHILD CARE AND DEVELOPMENT**

***Special Board Meeting Minutes  
August 4, 2009***

**Members Present:** Carolyn Johnson, Joan Means, Margaret Wiegert-Jacobs, Kathy Lafferty, Deborah Penry, Lynn Pfeiffer, Erin Hill Freschi, Sue Houweling and Doug Rowe

**Members Absent:** Patrick Shannon, Gloria Hartsough, Alexandra Montgomery, Virginia Richardson and Cathy Roof

**Staff Present:** Susan Magnone and Sue Christy

**Staff Absent:** Ruth Fernández

**Guests:** None

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**0.1 Opening Procedures**

- Carolyn Johnson, Chair called to order the special meeting of the Contra Costa County Local Planning Council for Child Care and Development at 5:07 PM on Tuesday, August 4, 2009 in the Board Room of the Contra Costa County Office of Education.
- Officer terms/election - Two (2) member's seats and three (3) officer's terms have expired and need immediate action. Member seats: Applications for another three (3) year term of current seat were received from Cathy Roof and Virginia Richardson. Officers: Carolyn Johnson, Chair; Doug Rowe, 1<sup>st</sup> Chair and Daryl Hanson, 2<sup>nd</sup> Chair were asked to continue their roles for another one (1) year term. Kathy Lafferty motioned to accept the member seat renewal applications as well as the officers. Margaret Wiegert-Jacobs seconded the motion. Unanimously *approved*. The member seat applications will be taken by Susan Magnone to the County Board of Supervisors for approval.
- Agenda review and adoption – Doug Rowe motioned to accept the agenda, Joan Means seconded. *Agenda adopted*.
- Approval of minutes from last meeting on May 28, 2009  
Kathy Lafferty requested the following correction in item 7.0: change First 5 meeting to PEC meeting. Margaret Wiegert-Jacobs made motion to approve minutes with correction, Kathy Lafferty seconded. *Minutes Approved*.

**0.2 Public Comment**

- None

**0.3 LPC Membership**

- By-Law Article VII – Attendance
  - By-Law currently states “no person shall accrue more than three (3) unexcused absences in a calendar year”
  - May need to rewrite with definition of “unexcused”.
  - Sue Christy was asked to research other LPC by-laws and contact CDE for information and bring to next Board Meeting
  - Will make an agenda item for September 24, 2009 meeting

#### 0.4 LPC Updates

- 2009-10 AB212 PDP changes - Susan Magnone
  - First 5 Contra Costa will no longer fund AB212
  - AB212 PDP for Participants at State-Funded Programs
    - Incentive options were discussed. Everyone felt it would be best that every eligible participant will receive an incentive (amounts will be determined by how many applications are received by January 30, 2010)
    - Application and process will be mailed to past participants and posted on the LPC website
  - AB212 Center-Based Team Model for Professional Development
    - Up to five (5) centers will be funded (not 1<sup>st</sup> come, 1<sup>st</sup> served). All proposals are due September 30, 2009. Centers receiving funds will be announced by the end of October.
    - Application, instructions and criteria will be mailed to State Funded Program Administrators and Site Supervisors as well as posted on the LPC website.
    - State Funded Program Administrators will “walk-thru” the application at their August 20<sup>th</sup> meeting.

#### 0.5 LPC Member Comments/Questions

- None

#### 0.6 LPC Advocacy Committee – Kathy Lafferty

- 6<sup>th</sup> Annual Young Children’s Issues Forum
  - To be held October 17, 2009 at Maple Hall in San Pablo
  - Invitation letters were mailed to “Champions”, Legislators and elected officials on July 27<sup>th</sup>. Responses have begun to come in.
  - Moderator needed

#### 0.7 Adjournment

- Adjourned the meeting at 6:38 PM