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Contra Costa County Office of Education
 Contra Costa County Local Planning Council for Child Care and Development

Purpose: LPC Executive Committee Meeting
 Location: CCCOE/Contra Loma Room
 Time: 5:00 PM – 7:00 PM

Facilitator: Daryl Hanson
 Timekeeper: Ruth Fernandez
 Recorder: Melinda Hyde

*The projected timeline is a projection only not a limitation on the length of any agenda item, and may be revised at the meeting.
 The Contra Costa County Local Planning Council for Child Care and Development (LPC) will provide reasonable accommodations for persons with disabilities planning to participate in Contra Costa County Local Planning Council meetings who contact the LPC Coordinator at least 48 hours before the meeting at 925-942-3413.*

AGENDA
Monday, November 14, 2011



TIME	AGENDA TOPIC	PURPOSE	DISCUSSION LEADER	DESIRED OUTCOME
5:00 - 5:05	Welcome Agenda Review	C, A	Daryl	Approval of agenda and/or amendments
5:05 - 5:20	<u>Staff Reports/Updates:</u> AB212 Contract/CDD Participant Confidential Profile Forms FHS Report LPC Annual Report and Self Evaluation Findings Membership News Release	I,D	Ruth	Information shared by staff and input is collected from committee members
5:20 – 6:20	<u>LPC Member Retreat in December:</u> Outcomes Purpose Guest Invited Agenda Review	I, D, A	All	Goals and Objectives for the day are agreed and outlined.
6:20 – 6:35	Subcommittee Work and Responsibilities	D, C	Daryl/Ruth	Committee Chair roles and responsibilities reviewed.
6:35 – 6:40	Other/Adjournment	D, C	All	Define next steps

D = Discussion C = Consensus A = Action I = Information

NEXT MEETING: January 9, 2012
FROM: 5-7 P.M. at CCCOE
Contra Loma Conference Room



CONTRA COSTA COUNTY
LOCAL PLANNING COUNCIL FOR CHILD CARE AND DEVELOPMENT
Minutes of Executive Committee Meeting
10/27/2011
Board Room @ CCCOE
4:00 p.m.-5:00 p.m.

Welcome/ Introductions: Cathy Roof, Kathy Lafferty, Daryl Hanson, Carolyn Johnson, Margaret Wiegert-Jacobs

Staff Present – Ruth Fernandez, Mindy Hyde

Agenda Review/Approval: Cathy Roof moves, Carolyn Johnson seconds, motion carried.

Staff Report and Updates: Ruth gave out copies of the Education Code section that explains LPC mandates as background/reference information for council members. She also reviewed the timeline of upcoming LPC activities and State mandates for fiscal year 2011-12.

- Local Funding Priorities due 5/30/11
- Family & Human Services Committee Meeting- LPC Activities Report on 11/14 at 11:00 a.m.
- Needs Assessment projected completion date February 2012
- Comprehensive Countywide Plan projected completion date June 2012

Ruth shared frustrations about Boards lack of response to meetings/Retreat etc.

CDE Reports:

LPC Self Evaluation Report – report due to CDE by 11/15/11.

Review Education Code - Ruth reviewed sections/items on the form with the committee. Committee members discussed item by item referencing the Education Code. Findings from the Self-Evaluation Report will be taken for approval and discussion to the full LPC board at the General LPC meeting scheduled for 10/27/2011.

Subsequently, the report is shared with the Family and Human Services (FHS) Committee of the Board of Supervisors and the County Superintendent of Schools for review at the FHS meeting scheduled for November 14, 2011.

Daryl called for a motion, Margaret Wiegert-Jacobs made a motion to accept the summary of findings for the LPC Self-Evaluation report. Findings suggest that the LPC is in compliance for all State mandates. Kathy Lafferty seconds, motion carried.

LPC Member Retreat December 2011 – Ruth will create another doodle for December Retreat. As Chair, Daryl will ask people at the LPC Board Meeting this evening to respond to Ruth's doodle within 48 hours.

Strategic Planning Process

On-line Forum for Board Members – agenda item not discussed.

Next Executive Committee Meeting: November 14, 2011, 5-7 p.m.

Meeting Adjourn – Margaret moves to Adjourn, Cathy seconds, meeting adjourned.