



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

**Thursday, January 26, 2012
5:30 pm – 7:30 pm**

**Contra Costa County Office of Education
Board Room
77 Santa Barbara Road
Pleasant Hill, CA 94523**

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 Local Planning Council for Child Care and Development will provide reasonable accommodations for persons with disabilities planning to participate in the Contra Costa Local Planning Council meetings who contact the Contra Costa Local Planning Council for Child Care and Development Coordinator at least 48 hours before the meeting at (925) 942-3413.

AGENDA

PROJECTED TIMELINE PURPOSE	ORDER OF BUSINESS
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10 min.	1.0	<u>Call to Order</u> – Daryl Hanson, LPC Chair	
		<ul style="list-style-type: none"> • Welcome / Introductions • Review of meeting process and protocol • Consider Approval of October 27, 2011 Minutes • Review and Adoption of January 26, 2012 Meeting Agenda 	Information/Action
20 min.		<u>Coordinator’s Report</u>	Information/Discussion
	2.0	<ul style="list-style-type: none"> • State-funded Program Administrator’s Meetings • Budget Proposal Update • LPC Member vacancies announcement/New Applications • Upcoming events/announcements 	
15 min.	3.0	<u>Race to the Top – Early Learning Challenge Grant Update</u> by Dr. Debi Silverman, First 5 Contra Costa	Information/Discussion
45 min.	4.0	<u>Committee Reports</u>	Information/Discussion
		Executive Committee – Daryl Hanson	
		<ul style="list-style-type: none"> - LPC Annual Member Retreat Update - Comprehensive Countywide Child Care Plan - Strategic Planning Process Update 	
		Advocacy Committee – Cathy Roof	
		<ul style="list-style-type: none"> - 8th Annual Young Children’s Issues Forum 	
		PreK-to-K Adhoc Committee – Deborah Penry	
		Project Advisory Committee – Margaret Wiegert-Jacobs	
3 min. per speaker	5.0	<u>Public Comment</u>	Information
		<ul style="list-style-type: none"> • Items on the agenda • Items of interest to the public 	
7:25 p.m.	6.0	<u>Adjournment</u>	

If you wish to speak on a matter on the agenda, please give your name and identify any group or organization you represent for the record prior to your presentation.

If you wish to speak on a matter NOT on the agenda, please wait until the Chair calls for public comment at the end of the regular meeting.

The Council shall only take action related to items listed on the current agenda.

***If you have any questions regarding the agenda please contact:
the Contra Costa County LPC Coordinator Ruth Fernández at
(925) 942-3413 or email rfernandez@cccoe.k12.ca.us***

Contra Costa County Local Planning Council website www.plan4kids.org

***The next regular meeting of the
Contra Costa County Local Planning Council will be
Thursday, March 22, 2012
5:30-7:30 PM
Contra Costa County Office of Education Board Room***



ACTION _____
DISCUSSION _____

**CONTRA COSTA COUNTY
LOCAL PLANNING COUNCIL FOR CHILD CARE AND DEVELOPMENT
Minutes of Board Meeting
Thursday, October 27, 2011**

Members Present: Danielle Storey (by phone), Susan Houweling (by phone), Joan Means, Carolyn Johnson, Daryl Hanson, Kathy Lafferty, Margaret Wiegert-Jacobs, Cathy Roof, Doug Rowe, Crystal McClendon-Gourdine, Janeen Rockwell-Owens, Sylvana Mosca-Carreon, Estela Alvarez.

Members Absent: Deborah Penry

Staff Present: Ruth Fernandez, Mindy Hyde

Guests: Dr. Debie Silverman, Dr. Diane Dooley, MaryAnn Ferrera, Marcia Chavez, Christine Martin, Marva Lyons, Ramona McCoy, Jessica Beno, Cynthia Chavez, Sue Shepardson, Nancy Cuny, Isabel Lara

1.0 Call to Order – Daryl Hanson, LPC - Chair

- Welcome/Introductions: Chair, Daryl Hanson called to order the Contra Costa County Local Planning Council for Child Care and Development Board meeting 5:40 p.m.
- Review of Meeting Process and Protocol: Chair Hanson stated that the meeting adheres to the Brown Act. If a member of the public wishes to speak on a matter on the agenda please give your name and identify any group or organization you represent for the record prior to your presentation. If you wish to speak on a matter not on the agenda, please wait until the Chair calls for public comment at the end of the regular meeting. The Council shall only take action related to items listed on the current agenda.
- Consider Approval of August 22, 2011 Minutes: Kathy Lafferty motions, Cathy Roof seconds, motion carried.
- Review and adoption of October 27, 2011 Meeting Agenda: Margaret Wiegert-Jacobs motions to approve agenda, Joan Means seconds, motion carried.

2.0 Planning Council:

- Accept endorsement of policy recommendation proposed by First 5 Early Childhood Leadership Alliance (ECLA) on Universal Developmental Screening. Ruth reviewed position statement paper developed by ECLA and explained the recommended strategies to support developmental screening to the group. Cathy Roof moves to endorse, Doug Rowe seconds. Motion carries.
- Accept Annual LPC Self Evaluation Findings Report due 11/15 – Kathy Lafferty moves to accept, Janeen Rockwell-Owens seconds, motion carries.

3.0 Coordinator's Report (written report was provided in meeting packet):

A Road Map to Kindergarten[®]

A Road Map to Kindergarten[®] publication wins top award in the CalsPRA Excellence in Communication Awards. The California School of Public Relations Association

(CalsPRA) awarded the Road Map to Kindergarten the highest honor in the annual recognition. Ruth read the letter of award. Ruth has been marketing the Roadmap. She just presented at PACE Conference. She is in process of piloting a series of parent classes with Head Start and WWCCC using the Road Map to Kindergarten as the curriculum.

AB212 Center Based Team Professional Development Program (CBTM)

Ruth reported 10 centers applied for funding for CBTM grants this year. Four were selected to receive Grant Award.

Director Seminar Series

Ruth is working with Joan Symonds at DVC to launch a series of Director Seminars. Goal is to nurture a sense of community among Directors in the County. There are 25 Directors participating.

LPC Member Vacancies

Ruth mentioned that a News Release would be available by end of week and would go out to the public to announce current LPC vacancies.

4.0 Guest Presenters:

- Sue Shepardson, Program for Infant Toddler Care Partners for Quality (PITC) – branch of WestEd. Program offers on-site training for quality care of infants and toddlers. PITC training is an approved training for CARES Plus Programs components A and B. Most services are free of charge. Also, college credit units are offered for trainings. Ms. Shepardson presented the various types of programs they offer to centers both short term and long term commitments. For more information visit their Website – www.pitc.org. Presenter shared program brochures.
- Dr. Diane Dooley MD presented on the HEAL Zone Initiative for Monument Community Partnership and Mary Ann Ferrera from Child Care Council – Dr. Dooley spoke about the Healthy & Active B45 – initiative committed to preventing childhood obesity in Contra Costa County. Using funds from Kaiser Permanente and a variety of partners they put together an action plan to address this increasing health problem in the County. They just put together a 3 year plan on how to reduce obesity in the Monument Corridor. They were given a million dollars to do this. Currently, working on a promotion to encourage more water consumption and less sweetened drinks. MaryAnn Ferrera shared the Self-Assessment Questionnaire that was developed by the Child Care Council and the book called Best Practices for Child Care Nutrition and Physical Activity Environments that was just recognized by the California Department of Education. She also shared the CHOICE training manual.
- CARES Plus Program presentation by Nancy Cuny and Cynthia Chavez- They shared specific information about the services the Contra Costa Child Care Council is offering to CARES Plus participants. The CARES Plus program is administered and implemented by First 5 Contra Costa. The presentation focused on the format Child Care Council facilitators use to coach CARES Plus program participants through the Classroom Assessment Scoring System (CLASS) video training.

5.0 Committee Reports:

Executive Committee – Daryl Hanson voiced the urgency to define a date for the LPC annual member retreat. We have only heard from 7 people. Need quorum to hold retreat. Daryl passed out a calendar of Council meetings.

PreK-to-Kindergarten Transition Adhoc Committee– Carolyn Johnson reported that the committee was given the task to oversee and disseminate the Road Map to

Kindergarten. They discussed using the tool to develop relationships with school districts. Ruth is currently working on developing a study in West County. This will help us collect data on the validity of the Road Map. The committee is developing short-term and long-term goals including: fundraising, social marketing tools, and collecting data from the study.

Project Advisory Committee – Margaret Wiegert-Jacobs this committee oversees various LPC projects. Last meeting focused on AB212. Terrissa Hein will show group the AB212 database at one of the upcoming committee meetings. One of the goals of this group is to look at all the Professional Development opportunities in the community and compile a list of service providers in the County. Community agencies will be invited to participate in the next Project Advisory committee to share information about their agency and their professional development services.

Advocacy Committee – Cathy Roof reported that the Advocacy Committee held the first meeting for the planning of the 8th Annual Young Children's Issues forum. Theme so far is *Educate, Update and Advocate*. Event will be held in March 2012. Next week, Ruth and Cathy Roof are going to look at Cal State Hayward and central county facilities as possible venues. The committee is still discussing logistical details for the event, program, flow, possible guest presenters and keynote speaker. Meetings will be on Tuesdays from 3-5 p.m. Calendar of meetings was handed out to group.

6.0 Public Comment

- Items on the agenda – Sue Shepardson, shared that they train individual providers groups of 5-10
- Items of interest to the public - none

7.0 **Adjournment** – Kathy Lafferty motions for adjournment, Margaret Wiegert-Jacobs seconds, and motion carries.

Minutes prepared by: Mindy Hyde

Minutes approved on: _____



FOR IMMEDIATE RELEASE

For Further Information:

[Ruth Fernandez](#), LPC Coordinator
77 Santa Barbara Road
Pleasant Hill, CA 94523

**LOCAL PLANNING COUNCIL FOR CHILD CARE AND DEVELOPMENT (LPC)
Request for Applications Announcement**

PLEASANT HILL, Calif., November 3, 2011 – The Contra Costa County Superintendent of Schools and Board of Supervisors seek applicants to fulfill current [Local Planning Council for Child Care and Development](#) (LPC) vacancies.

The LPC is an advisory body established by state legislation to plan for child-care and development services based on the needs of families in local communities. The Council is also responsible for assessing the county's overall child-care needs for families with children ages 0-12. Based on data collected, the LPC is required to develop a comprehensive countywide child-care plan that can serve as a blue print for organizations and agency leaders about early care and education services and resources. Additionally, the LPC annually determines local funding priorities for new state and federal funds.

Council members must be appointed by the [County Superintendent of Schools](#) and [Contra Costa Board of Supervisors](#), and may serve up to three years in one seat category. Eligible applicants must reside or work in Contra Costa County.

Currently, the LPC has several vacant seats for membership: four Consumer Seats, one Community Seat, three Discretionary Appointees, and three Public Agency Seats (see seat category descriptions on the link below).

Applications may be obtained from the LPC Web page and the Contra Costa County Web page (<http://www.plan4kids.org/membership.html> or <http://contra.napanet.net/maddybook/>). Interested volunteers may also pick up an application from the LPC Coordinator, at the [Contra Costa County Office of Education](#), located at 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For additional information, please contact
[Ruth Fernandez](#), LPC Coordinator
Rfernandez@cccoe.k12.ca.us
925.942.3413



Contra Costa County Local Planning Council for Child Care and Development

CURRENT VACANCIES

<u>Seat Title</u>	<u>Area/Region</u>
Consumer 2	Central/South County
Consumer 3	Central/South County
Consumer 5	East County
Consumer 4	Central/South County
Public Agency 1	West County
Public Agency 5	East County
Community 1	West County
Discretionary 1	East County
Discretionary 2	Central/South County
Discretionary 3	Central/South County

~ SEE DEFINITION OF SEAT CATEGORIES ON THE BACK ~

*For more information contact the Contra Costa County Local Planning Council Coordinator
at (925) 942-3413 or visit www.plan4kids.org*

Seat Category Definitions

Appointments to the Contra Costa County Local Planning Council for Child Care and Development are subject to the approval of the County Board of Supervisors and the County Superintendent of Schools.

Members must live or work in Contra Costa County.

Membership is for a three-year term.

Twenty percent of the Planning Council members are to be from each of the following categories described below: Child Care Consumer Representative, Child Care Provider Representative, Community Representative, Public Agency Representative and Discretionary Appointee.

Child Care Consumer Representative: a parent or person who receives or has received child care services in the past 36 months

Child Care Provider Representative: a person who provides child care services or represents persons who provide child care services

Community Representative: a person who represents an agency or business that provides private funding for child care services or who advocates for child care services through participation in civic or community based organizations. Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Public Agency Representative: a person who represents a city, county, city and county or local education agency

Discretionary Appointee: a person appointed from any of the above four categories or outside of those categories at the discretion of the appointing agencies- the Board of Supervisors and County Superintendent of Schools.



Contra Costa County
Local Planning Council for Child Care and Development

APPLICATION FOR MEMBERSHIP

Name:
Home Address: City: Zip:
Business/Agency/Affiliation:
Address: City: Zip:
Type of Organization: Position:
Day Phone: () FAX :()
Email:

A. CATEGORIES FOR APPOINTMENT

The County Board of Supervisors and the Superintendent of Schools make appointments to the Child Care and Development Planning Council. Members must live or work in Contra Costa County. Twenty percent of the Planning Council members are to be drawn from each of the following categories described below: Child Care Consumer, Child Care Provider, Community Representative, Public Agency Representative, and All Other. Please indicate which categories you could represent.

1. Consumer of Child Care Services - Using childcare or have used it within the past 36 months.

Are you currently utilizing Child Care? Yes No Date you last used it:
Type of Care: Location:
Length of Time as a Consumer:

2. Child Care Provider- Check the types of care you provide and note the number of children:

Licensed family care provider # of children licensed for
Licensed & publicly funded child care center # of children licensed for
Licensed, private for profit, or private non-profit child care center # of children licensed for
Subsidized Child Care Program # of children licensed for
License exempt child care provider # of children cared for
Location of your facility: Program/Center Name:

3. Community Representative:

Includes civic or community based agencies or business that advocate for child care but do NOT provide child care or contract with the California Department of Education to provide child care and developmental services.

Organization: Service Provided:
Location: Service Area:

4. Public Agency Representative - Including city, county and local education agencies.

Agency: Service Area:

5. All Other - Please describe:

B. GEOGRAPHIC, ETHNIC, AND CULTURAL DIVERSITY REPRESENTATION

CalWORKS legislation AB 1542 (Education Code 8499.3 d) states, "Every effort shall be made to ensure that the ethnic racial, and geographic composition of the local planning council is reflective of the ethnic, racial, and geographic distribution of the population of the county"

Please indicate your ethnic origin:

- White (non-Hispanic)
- Black (Includes African, Jamaican, Trinidad and West Indian)
- Hispanic (includes Mexican, Puerto Rican, Cuban, Latin American or Spanish)
- Asian or Pacific Islander (includes Pakistani, East Indian, Japanese, Tongan, Filipino, Laotian, or Vietnamese)
- American Indian or Alaskan Native (includes persons who identify themselves or are known as such by virtue or tribal association)
- Other _____

Which region of the County would you represent? _____

C. CURRENT COUNCIL INVOLVEMENT:

Are you currently an active participant on a Council Committee? _____ No _____ Yes

If yes,

Which Committee: _____

What is your participation? _____

D. INTERESTS:

Personal/Professional areas of interest/experience/skills that could benefit the Council:

I am interested in becoming a Council representative because:

E. MEMBER RESPONSIBILITIES:

Members are expected to attend regular meetings on the fourth Thursday of January, March, May, July, September, and the first Thursday of December, from 5:30 p.m. to 7:30 p.m. and participate in at least one committee. Additional meetings may be scheduled for training and council business.

Are you able to commit to regular participation, given this schedule: _____ Yes _____ No

If needed, do you have the support of your agency/employer to be an active member of the Council?

_____ Yes _____ No

F. How did you hear about the Planning Council?

Please attach your resume and a letter of interest with this application.

Mail completed application, resume and letter of interest to the Contra Costa County Local Planning Council (LPC) Coordinator at the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523.

For more information please call the LPC Coordinator at (925) 942-3413.

Signature: _____ Date: _____



Contra Costa County
Local Planning Council
For Child Care and Development
77 Santa Barbara Road • Pleasant Hill, CA 94523 • 925-942-3413

January 17, 2012.

Daryl Hanson
Chair

Cathy Roof
1st Vice Chair

Sue Houweling
2nd Vice Chair

Ruth Fernández
LPC Coordinator

Dear Community Member and Partner,

Thank you for the many ways you continue to support the efforts to increase the quality of care for young children in this county. The Young Children's Issues Forum is an annual community event sponsored and organized by the Contra Costa Local Planning Council for Child Care and Development (LPC) and coordinated by the Contra Costa County Office of Education. As you may already know, the purpose of the event is to provide a forum for discussion among legislators, local officials and the community regarding current children's issues.

Our **8th annual forum will be on Saturday, March 24, 2012 from 9 a.m. to 1 p.m.** The event is free and open to the public. The LPC greatly encourages the participation of all parents, child care providers, teachers, and students in the county and other community representatives. Within the last year we have witnessed visible positive outcomes due largely to our efforts to collaborate and coordinate our work across the county to respond to critical local needs.

We invite you to partner with us by becoming a Sponsor and a Partner in this event. Please complete the enclosed form and mail to the Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523 Attention: Ruth Fernandez, LPC Coordinator. Checks should be made payable to *Contra Costa County Office of Education.*

On behalf of the Advocacy Committee of the Local Planning Council, I thank you for your contribution and your commitment to ***Speak Out for Children: Educate & Advocate*** in this County!

Please return this sponsorship form by February 17, 2012. For more information about the event visit the LPC website at www.plan4kids.org/events.html or contact me at the telephone or e-mail address below.

Yours in Service,

A handwritten signature in black ink, appearing to read 'Ruth Fernandez'.

Ruth Fernández, M.A.
Coordinator, Contra Costa Local Planning Council
(925) 942-3413
rfernandez@cccoe.k12.ca.us





Contra Costa County
Local Planning Council
For Child Care and Development
77 Santa Barbara Road • Pleasant Hill, CA 94523 • 925-942-3413

Sponsor Information

Become a Sponsor!

\$750 - Platinum Sponsor

- Recognition space in program
- Hyperlink company name and logo LPC website
- Exhibit Table at event
- Verbal mention at event

\$500 - Gold Sponsor

- Logo placement in program
- Logo placement in LPC website
- Company item placed in bag (provided by Sponsor)

\$250 - Silver Sponsor (or in kind)

- Company Listing on program
- Company Name on LPC website
- Company signage at registration table (81/2 x 11) (provided by Sponsor)

If in kind, explain type of sponsorship below:

\$100 - Bronze Sponsor

- Company Listing on program

Become a Partner! (in kind)

- ____ Volunteer the day of the event
- ____ Recruit volunteers for the event from your agency
- ____ Publicize event in your program to staff, parents and other (Bulletin boards, newsletters, mailing, list serves, website)
- ____ Other: _____

Organization Name: _____

Contact Name: _____ Job Title: _____

Contact Phone: _____ Contact E-mail: _____

Address: _____

City: _____ State: _____ Zip Code: _____

If providing company logo please e-mail to rfernandez@cccoe.k12.ca.us in vector format (jpeg is also acceptable).

Mail check to

Contra Costa County Office of Education, 77 Santa Barbara Road, Pleasant Hill, CA 94523
Attention: Ruth Fernandez, LPC Coordinator

Checks should be made payable to *Contra Costa County Office of Education*



Daryl Hanson
Chair

Cathy Roof
1st Vice Chair

Sue Houweling
2nd Vice Chair

Ruth Fernández
LPC Coordinator

Contra Costa County
Local Planning Council
for Child Care and Development



SAVE THE DATE!
for the 8th Annual
Young Children's Issues Forum 2012

“Speak Out for Children: Educate and Advocate”

A forum for discussion among State Legislators, local elected officials and the community regarding current children's issues.

When: Saturday, March 24, 2012, 9:00 a.m. – 1:00 p.m.
Refreshments, resources and information available at 8:30 a.m.

Where: Willow Pass Community Center
2748 East Olivera Road, Concord, CA

Cost: Free

**Invited Guests Speakers Include:
State Legislators and Local Elected Officials**

**** Four Hours of Professional Growth Available ****

Please visit the Local Planning Council website to register and for more details:

www.plan4kids.org/events.html

For more information, please call

Ruth Fernández at 925-942-3413

Coordinated by the

Contra Costa County Office of Education



Contra Costa County
Local Planning Council
for Child Care and Development



Presenta el Octavo
Panel Legislativo de los Temas de Nuestros Niños
*“Seamos la Voz de los Niños
Eduquémonos y Apoyémoslos”*

Una platica acerca de: temas relacionados a nuestros niños entre legisladores, oficiales del gobierno local, y la comunidad.

- Cuando: Sábado, Marzo 24, 2012, 9:00 a.m. – 1:00 p.m.
Refrescos, información y recursos serán disponibles a las 8:30 a.m.
- Donde: Willow Pass Community Center
2748 East Olivera Road, Concord, CA
- Costo: Gratis

PANELISTAS INVITADOS INCLUYEN:
Legisladores del estado y oficiales del gobierno local

** Cuatro Horas de Desarrollo Profesional Disponibles **

Para registrarse y más detalles sobre el evento visite la página web del
Local Planning Council: www.plan4kids.org/events.html

Para más información, por favor llame a
Ruth Fernández al (925) 942-3413
Coordinado por la Oficina de Educación
del Condado de Contra Costa

