



**Executive Committee Meeting**  
**Solano Child Care Planning Council**  
**March 24, 2022, 1:00-2:00 p.m. via Zoom**  
**Minutes**

**Attending: Sabrina Drake, Dr. Zoe Bartholomew, Lisa Eckhoff, Bronwyn Kennedy, Lynda Malech**

<p><b>1. Call to Order</b></p>	<p>The meeting was called to order by Sabrina Drake at 1:00 p.m.</p>
<p><b>2. Consent Items</b></p>	<p>Adoption of Resolution AB361 and approval of January 27, Executive Committee Minutes <b>(Consent)</b> ZB, SD approved.</p>
<p><b>3. Approval and adoption of Agenda</b></p>	<p>Approval of January 27, 2022, Agenda with additions to General Meeting Section <b>(Action)</b> ZB, SD approved.</p>
<p><b>4. Coordinator Update</b></p>	<p>Bronwyn Kennedy reported the following:</p> <ul style="list-style-type: none"> <li>a. CDE Reports – <ul style="list-style-type: none"> <li>• Zip Code Priority report has been completed and Bronwyn is completing a narrative that will be forwarded to the Superintendent of Schools as well as the Board of Supervisors (BOS). It will also be presented to the LPC members General Meeting April 28, 2022.</li> <li>• Pilot Evaluation - Solano County is a pilot county so all the pilots were asked to complete pilot evaluations. Bronwyn is working on the results which are due April 1, 2022.</li> <li>• Nominations for Chair and Vice-Chair for the fiscal year 2022-2023 are coming up for LPC members. Bronwyn will announce at the next General Meeting that nominations will be accepted.</li> <li>• Membership – Actively recruiting for two current vacant consumer positions. Bronwyn stated that recruitment is always ongoing for any members as well since members are continuously cycling out.</li> </ul> </li> </ul>
<p><b>5. Community Forum Debrief - What went well, suggestions for next year, topic at LPC Meeting</b></p>	<p>A Community Forum was held March 12, 2022, from 10--11:30. Bronwyn felt there was a good turnout, and the speakers and presenters were great. Bronwyn suggested to have an open forum at the general LPC meeting to get feedback to plan for even better participation and event. Sabrina suggested to record the event next time for more community members to watch later. Lisa Eckhoff confirmed preparation to begin in August 2022 at the retreat for a spring event in 2023 and will look at which format is preferable (online/in-person/hybrid). Dr. Bartholomew suggested to include food and childcare</p>

	<p>which seems critical to have more community members to be able to attend and look at public transportation as well.</p>
<p><b>6. Next Year</b></p>	<ul style="list-style-type: none"> <li>• Bronwyn indicated the Solano County Office of Education (SCOE) policy for next year will be in-person meetings. Bronwyn shared a tentative calendar with the dates for 2022-2023</li> <li>• The annual LPC General Meeting/Retreat is tentatively planned for August 25, 2022, having the retreat in the morning and the General LPC Meeting in the afternoon. Bronwyn asked if the Executive Committee could start thinking about ideas for the retreat to include community forum, new member orientation, workshops, etc.</li> <li>• Bronwyn went through the Chair and Vice-Chair roles and expectations for nomination purposes. Will be read at the General Meeting as well.</li> </ul>
<p><b>7. April 28, 2022, General Meeting</b></p>	<ul style="list-style-type: none"> <li>• SSAN Ad Hoc Report – Cinda Rae will report on this topic, and hopefully which system will be used.</li> <li>• Community Forum Debrief – Sabrina led the discussion on who would be best to report on the event debrief. Lisa suggested that members who attended the event, be the ones to report, to get a better understanding of not only what went well, but where improvements can be made. Sabrina will reach out to Akon via email to ask if she would be willing</li> <li>• SCOE is sponsoring an Early Childhood Education Career Fair in May. Bronwyn suggested the LPC be involved in any capacity they feel comfortable and discussion with the council can be discussed at the April 28<sup>th</sup> meeting.</li> <li>• Major Renovation Grant is coming out soon. Sabrina asked how SCOE could assist the LPC with the advocacy and use of this grant on behalf of community childcare sites. It was discussed that school districts would be direct collaborators for community-based organizations to access the funds of the grant. The agenda item will be held for the next executive meeting, May 26, 2022, in hopes the RFA will be out and available to review.</li> <li>• Sabrina discussed the twenty-four-unit requirement for TK teachers and if the LPC is interested in working with school districts to attain the 24 units. If so, in what ways can they be involved. It was decided this topic should be tabled for the May 26, 2022, executive meeting. It was also decided to have UPK in general as a standing agenda item to continue to discuss updates on the ongoing transition.</li> </ul>
<p><b>8. Adjourn</b></p>	<p>The meeting was adjourned by SB at 2:06 p.m.</p>