



**The Solano County Local Child Care Planning Council**  
**General Meeting Minutes**  
October 19, 2023 - 6:30 P.M.– 7:30 P.M.

**MEMBERS PRESENT:**

Breana Marino, Elena  
Rodriguez, Sabrina Drake,  
Susan Smith, Manisha  
Gupta, Anna Mansker, Akon  
Walker, Tony Ayala, Ward  
Stewart, Kathy Lago, Dianna  
Esparza,

**MEMBERS ABSENT:**

Tyffany Wanberg,  
Lacy Sczepanski

**GUESTS:**

Ebony Brown, Maria Duran

**STAFF:**

Brenda Hernandez, Secretary/ Program Analyst

Lisa Eckhoff, Senior Director, Early Learning

Juanita Morales, Early Learning Liaison, Child Care Policy and Planning

AGENDA ITEM	HIGHLIGHTS/DISCUSSION	ACTION ITEMS
<b>1. Call to Order</b>	The meeting was called to order at 6:32 p.m.	The meeting was called to order by Susan Smith at 6:32 p.m.
<b>2. Public Comment</b>	No public comment	
<b>3. Approval of General Meeting and Retreat Minutes (Action Item)</b> <b>a. August 28, 2023, General meeting minutes</b> <b>b. August 28, 2023, Retreat minutes</b>	a. August 28, 2023, General Meeting minutes were reviewed and approved. b. August 28, 2023, Retreat Minutes were reviewed and approved.	a. Tony Ayala moved to approve; Anna Mansker seconded. Kathy Lago abstained. b. Anna Mansker moved to approve with a correction of the time from 1:00pm-1:30 as the start of the meeting, Sabrina Drake seconded. Kathy Lago abstained
<b>4. Approval of Agenda October 19, 2023 (Action Items)</b>	October 19, 2023, Agenda was approved.	Kathy Lago moved to approve, and Elena Rodriguez seconded.
<b>5. LPC Roadshow</b>	<p>The chair, Susan Smith and Vice-Chair, Anna Mansker presented the LPC slideshow presentation. This LPC Roadshow slide show is intended to be presented to the community to inform them of who the LPC is, what are their responsibilities and what is the ask of community members.</p> <p>The council members presenting can tailor the presentation for their intended audience as well as how it relates to them as a council member and the membership category they represent. Susan added that the presentation is fully scripted for those members who are ready to go and present. Lisa encouraged council members to reach out to others on the council who may be interested in co-presenting with them including the Chair and Vice-Chair and asked them to reach out to Juanita Morales for the LPC presentation when they are ready to present.</p>	
<b>6. UPK Presentation</b>	LPC Coordinator, Juanita Morales presented a UPK PowerPoint presentation. The presentation is intended to be delivered to families of children who may be eligible for TK. The presentation informs families of the many options available to them regarding TK and childcare. It also includes research on the importance of high-quality preschool for children before entering Kindergarten. The	

	<p>presentation also discussed logistics to consider when choosing the best option for preschool which include, Head Start, Private Childcare, CSSP, Family Child Care and TK, as well as how to enroll children in the program of their choice.</p> <p>The members discussed possibly using this presentation at their respected agencies to ensure uniform messaging. Kathy Lago asked if she could have a copy of the presentation so she can update some contact information related to her agency. Juanita informed the council that the UPK workgroup meets monthly and is interested in hearing from providers and parents. Parents and council members are invited to attend the UPK workgroup meetings.</p>	
<p><b>7. Early Childhood Educator of the Year Awards Program Committee</b></p>	<p>Susan Smith presented the Early Educator of the Year Program. She gave details on the process for nominations, the categories under which individuals may be nominated and how honorees were selected. 2023 was the first year SCOE celebrated the Early Childhood Educator of the Year event. SCOE would like to continue to recognize Early Educators and is asking LPC members to participate in a planning committee for the 2024 event Lisa Eckhoff commented that we need to start planning now. Some of the responsibilities of the committee would include identifying and assigning tasks, such as funding opportunities, promoting the event, and fine tuning the scoring rubric to name a few. Manisha Gupta stated she would be interested in participating on the committee. Other members that are interested were asked to contact the LPC coordinator, Juanita Morales.</p>	
<p><b>8. Swearing in New members</b></p>	<p>Lisette Estrella Henderson the Superintendent of Solano County Office of Education swore in the following members of the Solano Child Care Planning Council:</p> <p>Breana Marino  Manisha Gupta  Ward Stewart  Dianna Esparza</p>	

<b>9. Adjournment</b>	The meeting was adjourned at 7:35 pm.	Tony Ayala moved to end the meeting and Manisha Gupta seconded. The meeting was adjourned.
-----------------------	---------------------------------------	--