



**The Solano County Childcare Planning Council Retreat
Minutes**

August 28, 2023 - 1:30 P.M.– 3:30 P.M.

MEMBERS PRESENT:

Susan Smith, Anna Mansker, Sabrina Drake, Akon Walker, Lilibeth Pinpin, Elena Rodriguez, Tyffany Wanberg, Tony Ayala, Lacy Sczepanski

MEMBERS ABSENT:

Breana Marino, Manisha
Gupta, Kathy Lago, Dianna
Esparza

GUESTS:

Taylor Benson, Lisette Estrella Henderson,
Maria Duran, Andrea Lemos, Shannon Feins,
Diana Troche, Ward Stewart

STAFF:

Juanita Morales, Early Learning Liaison, Child Care Policy and Planning
Brenda Hernandez, Secretary/Program Analyst at Solano County Office of
Education

Lisa Eckhoff, Senior Director, Early Learning

| AGENDA ITEM | HIGHLIGHTS/DISCUSSION | ACTION ITEMS |
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| 1. Call to Order | The meeting was called to order at 1:30 P.M. | The meeting was called to order by Susan Smith at 1:30 P.M. |
| 2. Public Comment | No public comment | |
| 3. Agenda- Action Item | Approval of the August 28, 2023, Agenda. The Agenda was reviewed and motioned for approval. | Tyffany Wanberg moved to approve, Anna Mansker seconded. The motioned was approved. |
| 4. Ice Breaker/ Team Building | Lisa Eckhoff lead the Ice Breaker for the council. She announced 1999 highlights throughout the year and to think about where you were in that year. The members and guests got in groups of 2 and discussed what were some of their own personal highlights in 1999. Lacy announced that Juanita Morales was a mother. Tyffany announced that her and Andrea Lemos both liked to travel. Susan Smith shared that she was living in Colorado at the time and moving back to California, and it was her last time as a teacher in the classroom. Lisa thanked everyone for sharing. | |
| 5. LPC Nuts & Bolts a. Brown Act Training b. Schedule c. Members d. Bylaws | Juanita announced that everyone received a new binder for the new year which includes meetings dates and minutes from previous meetings. Juanita reviewed the binders with the members. a. The Brown Act training consisted of a power point where Juanita reviewed that the Brown Act is a law that requires that we conduct business in an open forum and guarantees publics rights to the meeting. She reviewed what constitutes the Brown Act and when it applies. Meetings need to be at the same time and the same place, unless announced otherwise. She went over the various ways on how to conduct the meetings for the council. | |

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| | <ul style="list-style-type: none"> b. Juanita mentioned that the schedule for the council includes both the Executive Committee meeting and the General meeting as well. c. Juanita reminded the council that anyone interested in becoming a member should contact her. d. Juanita shared that the bylaws have been created by the council, they can be amended or appealed if needed. All members are required to attend all the meetings. If a member is unable to attend, they must report it to Juanita. All members have a limit of 3 absences per year before being dismissed from the council. Resignations must be in written form and submitted to the chair or Juanita. Resignations are then forwarded to the BOS and the Superintendent. The open position will then be posted, the council can then vote to keep it open till the next term. The term for the Chair and the Vice Chair is one year and it can be filled via nominations. | |
| <p>6. Outreach- LPC Roadshow</p> <ul style="list-style-type: none"> a. Outreach goals b. Audience c. Timeline d. Council Input | <p>Susan Smith announced that the LPC has a new power point for the Roadshow. It will be available to everyone; it will be used as a recruitment tool and to let others know what we do.</p> <ul style="list-style-type: none"> a. The goal of the roadshow is to show other organizations who the LPC is and what we do. b. This presentation could be for the BOS or other stakeholders and can be customizable for different audiences. c. Juanita shared that you can contact her to sign up for the presentations, so that the council can start presenting. d. Juanita let the council know that by the next general meeting she will be sharing the power point and asking for input from the council. | |
| <p>7. Community Presentations – SFCS</p> <ul style="list-style-type: none"> a. Programs and Services b. Childcare Mapping Tool | <p>Diana Troche presented data to the council on the following areas:</p> <ul style="list-style-type: none"> a. SFCS worked on a new mission statement “creating connection for families and child care providers to support the healthy development of children for a thriving community”. The core SFCS programs are the child and adult care food program, resource, and referral program, Help Me Grow, | |

childcare and subsidy program. The food program is available to licensed childcare providers to help them create a healthy food program. Diana presented various methods of reimbursements for childcare providers through the food programs. SFCS also helps childcare providers become licensed and provides referrals for them as well. The Help Me Grow program is accessible to families for a variety of services including developmental screenings. There are currently 420 family day care homes, 94 centers, and 24 licensed exempt centers in Solano County. SFCS also provided 617 developmental screenings to children in the community. The childcare subsidy program is the largest program that SFCS operates. SFCS provides childcare vouchers to families, families then choose a provider, SFCS determines eligibility and then once in place, they reimburse the provider. The CalWORKs program is for families who are receiving cash assistance, families qualify when they are in the CPS system or at risk, parents looking for housing or unable to care for their child. CAPP has the longest eligibility period, the eligibility is now 24 months, for the first-time last year in October, they were able to clear the waiting list. Currently serving 5,700 children in the subsidy program, about 3,500 families across all programs, 211 families are on the waiting list.

- b. Cinda Clemente, Resource & Referral Program Manager, presented on a variety of programs that she manages as well as two childcare mapping tools. The R&R is currently looking for more providers for infant and toddlers, after hours care and care on the weekends. The R&R also provides a bootcamp for individuals that are stay at home parents and would like to open their own business to become a startup childcare provider. The R&R also houses a database where families can locate childcare providers in Solano County. It is located on the SFCS website where you can find all childcare providers in Solano County and other counties as well. It shares various information about the child care providers.

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| | SFCS is also working with the mapping tool to help differentiate the type of child care providers. SFCS can also help families with searching for them as well. | |
| 8. Closing | Susan Smith thanked everyone for the presentations and for the councils present. | |
| 9. Adjournment | The meeting was adjourned at 4:05pm | Akon Walker moved to end the meeting. Lilibeth Pinpin seconded |