

May 6, 2020 • 12:00 – 1:00 p.m.

Conference Call: 1.877.873.8018; Access Code: 6568392

AGENDA

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| 1.
12:00 | Welcome
▪ Opening Statement and Comments by the Chair

▪ Roll Call of Members/Alternates and Guests | Julie Taren, Chair |
| 2.
12:10 | Public Policy
▪ Public Policy Platform for First Year of 2020-21 Legislative Session
Action Item

▪ Public Policy Update | Emma Watson, Co-chair
Joint Committee on Legislation |
| 4.
12:30 | COVID-19: Connecting Essential Workers to Early Care and Education
▪ Guidance for Child Care Resource and Referral (R&Rs) Agencies and Local Child Care and Development Planning Councils (LPCs)
- Emergency Response Plan

▪ Early Childhood and Education for COVID-19 Essential Workers in Los Angeles – Los Angeles County Early Childhood Education COVID-19 Response Plan | Michele Sartell, Staff |
| 6.
12:50 | Announcements and Public Comment | Ernesto Saldaña, Vice Chair |
| 7. | Call to Adjourn | Julie Taren |

Next Child Care Planning Committee Meeting

Wednesday, June 3, 2020 • 12:00 – 2:00 p.m.

LACOE Head Start and Early Learning Division Conference Center

10100 Pioneer Boulevard, Conference Room 110

Santa Fe Springs, CA 90670

VISION STATEMENT

Children are healthy, thriving and have equitable opportunities to achieve optimal development and succeed in life.

MISSION STATEMENT

Lead, build and strengthen an affordable and high-quality early care and education system for the children and families of Los Angeles County.

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PUBLIC POLICY PLATFORM
First Year of 2021-22 Legislative Session

Introduction

The Child Care Planning Committee (Planning Committee) and Policy Roundtable for Child Care and Development (Roundtable) promote policies designed to increase the availability of and access to affordable, high quality early care and education programs for all children and their families of Los Angeles County. This public policy platform presents current and emerging policy issues in early care and education that are consistent with the County of Los Angeles State Legislative Agenda for the First Year of the 2021-22 Legislative Session. The platform delineates each of the County's legislative agenda items in **bold** followed by examples of efforts that may be addressed by proposed legislation and/or the proposed state budget.

Platform Issues

1. Support efforts to enhance the quality of early care and education that set high standards for all services and program types and address the needs of all children, including those with disabilities and other special needs, and their families.

Such efforts should include, but not be limited to:

- Addressing the early care and education needs of children from birth through age 12, including infants and toddlers, preschool and school age children, and children with disabilities and other special needs up to age 22, and their families.
- Enhancing the quality of centers, family child care homes, and license-exempt care providers.
- Promoting a strengthening families approach to meet the needs of children at risk for abuse, neglect or sexual exploitation or under the supervision of the child welfare system and children of families under the supervision of Probation.
- Integrating early identification and intervention systems that recognize and respond early to young children who may be at risk for disabilities and other special needs.
- Developing policies that encourage collaboration between early care and education programs and locally-funded projects and public agencies that foster child and family well-being through the provision of coordinated services.
- Incorporating optimal health promotion policies and procedures as an integral component that contributes to the overall quality of early care and education services and programs.
- Engaging parents as their child's first teachers and partners in promoting their child's optimal growth and development.



2. Support efforts to develop and implement a statewide quality rating and improvement system and a system to adjust reimbursement rates based on demonstrated quality.

Such efforts should include, but not be limited to:

- Providing parents with clear, concise information on the quality of early care and education settings.
- Fostering the engagement of parents that promotes their child's optimal healthy growth and development and learning.
- Incorporating early learning standards that are research-based, culturally responsive to children from diverse cultural and linguistic backgrounds, aligned with existing regulatory systems and local quality initiatives, recognize and respond to the individual needs of children in group settings, and attend to families' needs for comprehensive services.
- Building an infrastructure of technical assistance, financial supports and training, all of which are tied to defined quality standards, to help early care and education programs achieve and maintain high quality services.

3. Support efforts to develop and sustain a well-educated and highly skilled professional workforce prepared to serve the culturally and linguistically diverse child and family populations of Los Angeles County.

Such efforts should include, but not be limited to:

- Focusing on teachers and other members of the workforce gaining skills and demonstrating competencies in the following areas: forming relationships and interacting with children, how to provide instructional support to children, best practices in working with dual language learners, proficiency in recognition and response to children with disabilities and other special needs, health and nutrition best practices, trauma-informed practices, engaging parents and guardians, and expertise on the spectrum of child development from birth through early adolescence. Workforce practice must be based on established early care and education research.
- Offering coursework and instruction responsive to a multi-lingual, multicultural workforce, including but not limited to providing content in students' home language and offering classes during non-traditional hours.
- Integrating early childhood mental health consultation into early care and education programs to support the workforce in meeting the social, emotional and mental health needs of children.
- Expanding early childhood educators' access to higher education through stipend programs, grant funds and loan forgiveness programs, higher compensation when they attain post-secondary degrees, and benefits (i.e. health insurance and retirement plans).

- Facilitating child development or early childhood education coursework coordination and articulation between the community colleges and California State University (CSU) and University of California (UC) systems.
- Supporting efforts to enhance the quality of the license-exempt care workforce and facilitating connections between license-exempt care and the larger system of early care and education.
- Supporting alignment of teacher requirements under Title 22 with teacher requirements under Title 5 and with the California Commission on Teacher Credentialing.
- Facilitating support of license-exempt (family, friend and neighbor) providers serving children subsidized with federal Child Care and Development Block Grant funds.

4. Support efforts to ensure the health and safety of all children cared for in licensed early care and education facilities as afforded by timely, regular, and frequent on-site monitoring by the California Department of Social Services, Community Care Licensing Division (CCLD).

Such efforts should include, but not be limited to:

- Increasing to, at a minimum, annual inspections of centers and family child care homes.
- Advocating for, at a minimum, annual unannounced inspections of all licensed facilities.
- Providing that CCLD is sufficiently funded, staffed and held accountable to meet the standards, conduct timely reviews of licensing applications and responses to complaints, and provide technical assistance and resources to current and future licensees.
- Ensuring that costs of obtaining and renewing the license (or licenses for programs with multiple sites) is reasonable and not an extraordinary burden to the licensee's cost of doing business.

5. Support efforts to adequately fund high quality early care and education services for all children from low- and moderate-income families.

Such efforts should include, but not be limited to:

- Expanding access to high quality subsidized services for all eligible children, including infants and toddlers and children with disabilities and other special needs as well as preschool and school age children.
- Increasing levels of reimbursement in the Standard Reimbursement Rate (SRR) and the Regional Market Rate (RMR) to compensate providers for the true cost of high quality services.

- Streamlining and reforming the dual reimbursement systems into a single, regionalized reimbursement system that incentivizes quality and supports the cost of program operations.
- Prioritizing funds targeted to infants and toddlers to meet the growing demand for high quality services.
- Increasing funds for expansion of high quality full-day, full-year services for all ages.
- Offering tax incentives to businesses to provide or subsidize employee's early care and education services.
- Ensuring that the income ceiling for eligibility for State subsidized care reflects the current State Median Income (SMI), adjusted by region if appropriate.
- Opposing proposals that would reduce subsidized rates based on geographic location.

6. Support the streamlining of California Department of Education administrative processes to expand access for low-income families, ensure continuity of care, and promote flexible use of early care and education funding to meet the needs of families.

Such efforts should include, but not be limited to:

- Allowing administrative efficiencies such as multi-year contracting, grant-based funding, and waivers on program rules and regulations to allow flexibility of services based on community and family needs.
- Maintaining a 12-month annual eligibility redetermination to allow for more stable enrollments for early care and education programs and continuous services for children and their families while exploring implementation of 24-month annual eligibility.
- Ensuring agencies have the capacity to connect with and serve the most vulnerable and the most difficult-to-serve families.
- Maintaining affordable family fees that do not exceed eight percent of gross family income.
- Maintaining part-day State Preschool as a free, comprehensive early care and education program.
- Allowing for various systems that serve vulnerable and low-income children and families to streamline administrative functions and share information in order to facilitate the enrollment of children in subsidized early care and education programs and to participate in joint data collection efforts.
- Expanding the role of the local child care and development planning councils to augment and strengthen the preparation of the needs assessment to capture and report on data relating, but not limited, to workforce, quality and facilities as well as access.

7. **Support proposals designed to prevent, detect, investigate and, when appropriate, prosecute fraud in subsidized child care and development programs.**
8. **Support efforts to ensure that vulnerable children and their families have access to consistent, uninterrupted subsidized early care and education services.**

Such efforts should include, but not be limited to:

- Making sure that California Work Opportunity and Responsibility to Kids (CalWORKs) families have access to child care and education services, ensure that participating families are afforded the time and information needed to evaluate their child care and education options and make sound choices, and that allow parents to pursue or maintain employment.
 - **Maintaining** 12-months annual eligibility for CalWORKs Stage 1 Child Care for welfare-to-work participants or until the participant is transferred to CalWORKs Stage 2 Child Care.
 - Promoting, facilitating and supporting consistent and continuous participation of children under the supervision of the child welfare system and Probation and their families in high quality programs that promote healthy child development and support effective parenting.
 - Ensuring that all subsidized children – infants and toddlers, preschool age, and school age children – and their families have access to consistent and continuous high quality early care and education services that partner with parents to promote children’s healthy growth and development and prepare them for school and life, and meet the needs of families.
 - Addressing the needs of pregnant and parenting teens to ensure their access to high quality early care and education services that support their academic goals, promote positive and effective parenting skills, and contribute to their child’s healthy growth and development.
 - Facilitating access to high quality early care and education programs that are responsive to the unique needs of children and families experiencing homelessness.
9. **Support efforts to expand the supply of appropriate early care and education services through facility development in communities with a significant shortage of these services.**

Such efforts should include, but not be limited to:

- Facilitating the cost **and technical assistance** of effective construction or renovation of early care and education – **centers and family child care homes** – facilities in communities with unmet needs for these services.
- Integrating early care and education **inclusive of centers and family child care homes** in specific plans for land use, housing, transportation, economic, workforce, and community development.

10. Support efforts to ensure that children and their families have timely access to early care and education services during a local, state and/or national emergency.

Such efforts may include:

- Increasing funds to subsidize early care and education services of the essential workforce and at-risk populations.
- Enhancing child care resource and services to directly connect families impacted by the emergency with early care and education programs with the capacity to serve them.

Pending Approval

COVID-19 (Coronavirus) Emerging Policies – Early Care and Education

Item	Purpose	Source
Federal		
<p>H.R. 6201 – Families First Coronavirus Response Act</p> <p style="text-align: center;"><i>Approved by President March 18, 2020</i></p>	<p>Addresses the domestic outbreak, including paid sick leave, insurance coverage of coronavirus testing, nutrition assistance, and unemployment benefits. The U.S. Department of Labor prepared Q&A on the paid leave provisions of the Act. The CA Legislative Analyst’s Office brief, <i>Federal Paid Leave for Workers Impacted by COVID-19</i> (March 26,2020), summarizes the two forms of paid leave required under H.R. 6201, discusses how these interact with other state benefit programs, and highlights key issues for the Legislature to consider as it responds to the ongoing crisis.</p>	<p>https://www.kff.org/global-health-policy/issue-brief/the-families-first-coronavirus-response-act-summary-of-key-provisions/</p> <p>U.S. Department of Labor Q&A: https://www.dol.gov/agencies/whd/pandemic/ffcra-questions</p> <p>LAO brief (March 26, 2020): https://lao.ca.gov/Publications/Report/4212</p>
<p>U.S. Senators Letter on Child Care (March 21, 2020)</p>	<p>Advocates for \$50B in a child care bailout to states as part of the 3rd stimulus package; letter contains comprehensive list of activities that the funding would support.</p>	<p>https://smithsenate.app.box.com/s/szl6lbtpe116mixul9qqskc7wjre82hm</p>
<p>H.R. 748 The Coronavirus Aid, Relief, and Economic Security (CARES) Act</p> <p style="text-align: center;"><i>Approved by President March 27, 2020</i></p>	<p>Contains \$330 billion in new funding for resources to help strained state, local, and tribal governments combat to COVID-19 pandemic. Child Care and Development Block Grant – Supports child care and early education programs by including \$3.5 billion for the Child Care and Development Block Grant. This funding will allow child care programs to maintain critical operations, including meeting emergency staffing needs and ensuring first responders and health care workers can access child care while they respond to the pandemic. The <i>California Department of Education is estimated to receive \$350,313,504 for distribution to their contracted agencies serving children and families, prioritizing children of essential worker and high risk populations.</i> Head Start – The bill includes \$750 million for Head Start to meet emergency staffing needs. Community Development Block Grant – \$5 billion is provided to enable nearly 1,240 states, counties, and cities to rapidly respond to COVID-19 and the economic and housing impacts caused by it, including the expansion of community health facilities, child care centers, food banks, and senior services. Of the amounts provided, \$2 billion will be allocated to states and units of local governments that received an allocation under the fiscal year 2020 CDBG formula, \$1 billion will go directly to states to support a coordinated response across entitlement and non-entitlement communities, and \$2 billion will be allocated to states and units of local government, cities and counties based on the prevalence and risk of COVID-19 and related economic and housing disruption. U.S. Small Business Administration (SBA) loans/grants - \$10 billion for SBA emergency grants to small businesses, including non-profits; and businesses with fewer than 500 employees could be eligible for up to \$10 million in forgivable small business loans. The Bipartisan Policy Center and Committee for Economic Development has put together a thorough summary of these provisions specifically for child care providers (see https://bipartisanpolicy.org/explainer/u-s-small-business-administration-sba-support-the-coronavirus-aid-relief-and-economic-security-act-cares-act). Paid Leave Under Emergency Family and Medical Leave Expansion Act – limits the amount an employer is required to pay to no more than \$200.00 per day and \$10,000 in total for each employee that takes paid leave under this Act. Emergency Paid Sick Leave Act – limits the amount an employer is required to pay to no more than \$511.00 per day and \$5,110.00 in total for each employee that takes paid sick leave as a result of being quarantined or isolated, advised by a health care provider to self-quarantine, or experiencing symptoms and seeking a medical diagnosis related to COVID-19. Also provides that an employer is not required to pay more than \$200.00 per day and \$2,000.00 in total for each employee that takes paid sick leave as a result of taking care of individual that has been quarantined or isolated, advised by a health care provider to self-quarantine, or</p>	

Item	Purpose	Source
	caring for a son or daughter if the school, place of care, or child care provider of the son or daughter has been closed due to COVID-19 precautions. ¹	
Office for the Administration of Children and Families/Office of Child Care		
HHS' Administration for Children and Families to Release Funding to Support the Child Care and Development Block Grant (April 14, 2020)	COVID-19 spending bill gives an additional \$3.5 billion to the Child Care and Development Block Grant to support families with child care options during this public health crisis. See https://www.acf.hhs.gov/media/press/2020/hhs-administration-for-children-and-families-to-release-funding-to-support-the-child-care-and-development-block-grant . The <i>Summary of Child Care Provisions of Coronavirus Aid, Relief, and Economic Security Act or "CARES Act"</i> (April 6, 2020) discusses the payments to states including allowable uses of the funds, and the formula lead agencies (e.g. California Department of Education) may use to calculate their CARES Act award. California is estimated to receive \$351,118,352 to: provide continued payments and assistance to child care providers in the case of decreased enrollment or closures related to coronavirus, and to assure they are able to remain open or reopen; provide child care assistance to health care sector employees, emergency responders, sanitation workers, and other workers deemed essential during the response to the coronavirus, without regard to the income eligibility requirements; be available to eligible CCDF (Child Care and Development Funds) providers (e.g., meeting health and safety requirements, or eligible relative providers), even if such providers were not receiving CCDF assistance prior to the public health emergency as a result of the coronavirus, for the purposes of cleaning and sanitation, and other activities necessary to maintain or resume the operation of programs; and use for any other allowable CCDF uses. In addition, the award is exempt from the quality and direct services spending requirements, can be used for allowable obligations incurred prior to enactment of the CARES Act, and can be obligated by CCDF Lead Agencies in Fiscal Year (FY) 2020, FY 2021, or FY 2022. See https://www.acf.hhs.gov/occ/resource/summary-of-child-care-provisions-of-cares-act .	
State		
Legislation		
SB 89 (Chapter 2, Approved March 17, 2020)	Provides the Governor with additional expenditure authority to address the COVID-19 Proclamation of Emergency with a \$500M State General Fund appropriation. Among the items the funding may support include cleaning of child care facilities so they remain open.	
SB 117 (Chapter 3, Approved March 17, 2020)	Provides funding and other statutory changes to help local education agencies during closures due to COVID-19. Among other provisions, would require the SPI to develop informal directives and bulletins, in compliance with Executive Orders, to address contractual and reporting requirements applicable for the 2019–20 fiscal year for childcare and development programs impacted by COVID–19. To ensure continuity of payments to state-subsidized childcare and development programs, the attendance and reporting requirements imposed on child care and development programs pursuant to Education Code and Title 5 of the CA Code of Regulations are waived for programs that comply with an Executive Order, subject to guidance from the SPI. Pursuant to guidance and direction from the SPI, child care and development programs shall be reimbursed using the most recent certified record or invoice available.	

¹ Citation for paid leave items: Ashley, S. Samara Ashley. *Washington – President Trump Signs the Third COVID-19 Bill (H.R. 748)*. County of Los Angeles Legislative Affairs and Intergovernmental Relations E-mail Correspondence, March 27, 2020.

Item	Purpose	Source
Governor's Executive Orders		
Governor's Executive Order N-29-20	Item 3 of the Executive Order waives requirements of Bagley-Keene Act or the Brown Act requiring physical presence of members as a condition of participation in or quorum for a public meeting, a local legislative body or state body. Authorizes holding public meetings via teleconferencing and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to attend and to address the local legislative body or state body, during the period in which state or local public officials impose or recommend measures to promote social distancing, including but not limited to limitations on public events. See https://www.gov.ca.gov/wp-content/uploads/2020/03/3.17.20-N-29-20-EO.pdf .	
Governor's Executive Order N-33-20 <i>Signed March 19, 2020</i>	Directs all residents immediately to adhere to current State public health directives to stay at home, except as needed to maintain continuity of operations of essential infrastructure sectors and additional sectors as the State Public Health Officer may designate as critical to protect health and well-being of all Californians. Among the "Essential Critical Infrastructure Workers" are those working in health care, emergency services, food and agriculture, energy, water and wastewater, transportation and logistics, communications and information technology, community-based government operations and essential functions, critical manufacturing, hazardous materials, financial services, chemical, and defense industrial base. See https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf .	
Governor's Executive Order N-45-20 <i>Signed April 4, 2020</i>	Waives eligibility and priority requirements for state subsidized early care and education services. Requires the California Department of Education (CDE) and California Department of Social Services (CDSS), by April 7, 2020, to jointly develop and issue guidance on prioritizing enrollment for children of essential critical infrastructure workers. Priority for children who have been abused or neglected will not change. Guidance is to address group size, physical distancing, food safety, and other healthy practices in child care settings that reflect the best practices contained in current guidance from federal, state and local public health officials related to COVID-19. Collection of family fees assessed for families using CDE subsidized early care and education services is suspended for 60 days. Guidance to extend to programs serving school age children (e.g. After School Education and Safety Program). The Executive Order also addresses federal flexibility to provide SNAP benefits to children and the sharing of data between the two departments to identify children eligible for the Pandemic SNAP benefit. See https://www.gov.ca.gov/wp-content/uploads/2020/04/4.4.20-EO-N-45-20.pdf .	
Governor's Executive Order N-47-20 <i>Signed April 7, 2020</i>	Expands support for older adults and vulnerable young children. Replaces paragraph 2 and 3 of Executive Order N-45-20 pertaining to the waiver for eligibility and priority requirements for non-CalWORKs early learning and care services and the due date for the issuance of joint guidance by the CDE and CDSS. The CDE and CDSS is required to jointly develop and issue guidance on prioritizing enrollment for children of essential critical infrastructure workers and children with disabilities or special health care needs whose individualized education programs (IEPs) and individual family support plans (IFSPs) including early childhood services. The guidance is to include, but not be limited to, provisions intended to ensure that neglected or abused children who are recipients of child protective services, or children at risk of neglect or abuse, retain priority for services as specific in California Education Code Section 8263(b)(1). See https://www.gov.ca.gov/wp-content/uploads/2020/04/4.7.20-EO-N-47-20.pdf .	
Governor Newsom Announces Release of \$100 Million to Support Child Care Services for Essential Workers and Vulnerable Populations (April 10, 2020)	Of the funding, \$50 million will go to the CDE to be used to pay for up to 20,000 limited-term additional state-subsidized slots for child care. The other \$50 million will go to the CDE to ensure child care centers, facilities and family provider homes are safe and clean for the children and families they are serving by reimbursing them for the purchase of gloves, face coverings, cleaning supplies, and other labor related to cleaning in accordance with federal and state public health and safety guidelines. See https://www.gov.ca.gov/2020/04/10/governor-newsom-announces-release-of-100-million-to-support-child-care-services-for-essential-workers-and-vulnerable-populations/ . CDE began distributing the funds to agencies holding Alternative Payment Program contracts on April 17, 2020. Of the \$50 million, \$10.665 million was awarded to the Alternative Payment Program agencies to serve children of essential workers.	

Item	Purpose	Source
Governor Releases Reopening Roadmap (April 14, 2020)	Governor Newsom has outlined six critical indicators the state will consider before modifying the stay-at-home order and other COVID-19 interventions. The press release reflects the Governor's comments that "any consideration of modifying the stay-at-home order must be done using a gradual, science-based and data-driven framework." See http://cert1.mail-west.com/janmc7rmnWYjaJ/oqwwr71nWgtmyuz/qnW06xujgkq/r71nWqvn/7f3yv/b0i/ptdwgel?_c=d%7Cze7pzanwmhlzgt%7C17eil3s7v0ojggc&_ce=1586891091.9115fa0bcea9747254ea48f1428b9ceb .	
Budget Proposals		
Department of Finance. <i>2020 Budget Change Letters and May Revision, BL Number 20-08.</i> (March 24, 2020)	"As a result of [COVID-19], the Department of Finance will now reevaluate all budget changes within the context of a workload budget, based on the merits of each proposal, and ultimately subject to the availability of funding. This includes all Spring Finance Letter requests, all potential adjustments to be included in the May Revision, as well as previously approved adjustments incorporated in the Governor's Budget. This reevaluation applies to all support and local assistance adjustments, inclusive of Capital Outlay and information technology projects. It also applies to all funds and all departments, including those departments not directly under the Governor's authority. (See http://dof.ca.gov/budget/Budget_Letters/documents/BL20-08.pdf .)	
Assembly Budget Committee Update (April 6, 2020)	Update on the committee's budget process for FY 2020-21 given the impact of COVID-19. (See https://abgt.assembly.ca.gov/sites/abgt.assembly.ca.gov/files/Budget%20Update.pdf .)	
Department of Finance. <i>Current Year Budget Reductions, BL Number 20-11</i> (April 30, 2020)	Outlines additional measures all agencies and departments under the direct executive authority of the Governor must take immediately to reduce current year expenditures regardless of funding source. (See http://www.dof.ca.gov/budget/Budget_Letters/documents/BL20-11.pdf .)	
California Department of Education/Early Learning and Care Division (CDE/ELCD)		
Management Bulletin (MB) 10-09: Reduced Days of Operation or Attendance Due to Emergency Conditions (October 2010)	Provides against loss of funds due to circumstances that are beyond control of the contractor. In the event that operating agencies are unable to operate ...due to circumstances beyond the control of the operating agency, including (epidemics), such programs shall not be penalized for incurred program expenses nor in subsequent annual budget allocations.	https://www.cde.ca.gov/sp/cd/ci/mb1009.asp
MB 20-04: COVID 19 Guidance on Apportionment, Attendance, and Reporting Requirements (March 18, 2020)	Enacts SB 117 (Chapter 3, Approved March 17, 2020); includes provisions to ensure the continuity of care for children and continuity of payments to state-subsidized early learning and care programs subject to guidance by the Superintendent of Public Instruction (SPI). Temporary change to statute or regulations; apply until June 30, 2020. Provides authority to the SPI to issue guidance to waive specific attendance and reporting requirements on programs impacted by COVID-19 for FY 2019-20. Programs include: Alternative Payment Program (APP), California State Preschool Program (CSPP), General Child Care (CCTR), Family Child Care Home Education Networks (FCCHENs), and CalWORKs Stages 1, 2 and 3 Child Care.	https://www.cde.ca.gov/s p/cd/ci/mb2004.asp
MB 20-05: COVID-19 Guidance: Temporary Waiver of Family Fees	Provides guidance to state-subsidized early learning and care (ELC) programs that they must waive family fees following the enactment of Senate Bill 117.	https://www.cde.ca.gov/sp/cd/ci/mb2005.asp

Item	Purpose	Source
MB 20-06: COVID-19 Guidance regarding Emergency Childcare Services for Essential Workers and At-Risk Populations	Provides guidance to early learning and care programs that will continue to serve currently-enrolled families or begin to provide, what the California Department of Education (CDE) refers to as, “Emergency Childcare” for essential workers and other populations designated below after the signing of Executive Orders (EO) N-33-20, EO N-45-20, and EO N-47-20. The requirements will be in effect through June 30, 2020, or until the State of Emergency has ended. Waives eligibility requirements for non-CalWORKs federal and state subsidized programs for children with parents who are essential workers and children with disabilities and special health care needs with IEPs and IFSPs include early childhood education services, are waived for non-CalWORKs federal and state subsidized ELC services. Sets forth eligibility criteria for accessing subsidized Emergency Childcare, the application procedures and the priority enrollment order that programs must follow. In addition, states contractor considerations for serving families during the state of emergency including staff to child ratios and group sizes for centers and family child care homes. No additional funding to provide Emergency Childcare is available at this time.	https://www.cde.ca.gov/sp/cd/ci/mb2006.asp
COVID-19 Guidance for Early Learning and Care Programs – MB 20-06 Forms	The forms associated with MB 20-06 include: <ul style="list-style-type: none"> - COVID-19 Self-Certification Form - COVID-19 2020 Confidential Application for Emergency Childcare Services - COVID-19 Temporary Waiver Request The 1 st two forms are to be completed by the family. The 3 rd form is required by the contractor if based on current enrollment, they cannot meet the group size requirement.	https://www.cde.ca.gov/sp/cd/re/elcdcovid19.asp
Guidance for Providers Who Are Closed and Reimbursed Through a Subsidy Voucher (April 16, 2020)	According to Management Bulletin (MB) 20-04, Alternative Payment (AP) contractors have been authorized to reimburse, for 30 calendar days from the date of closure, center, family child care home, and license-exempt providers paid through a subsidy voucher/certificate. The ELCD COVID-19 Guidance and Resources web page has been updated to include Frequently Asked Questions (FAQs) regarding subsidy voucher payments and dual provider payments.	https://www.cde.ca.gov/sp/cd/re/elcdcovid19.asp

Item	Purpose	Source
MB 20-07: COVID-19 Guidance to California Resource and Referral Programs and Local Planning Councils (April 15, 2020)	Notifies and provides guidance to California Resource and Referral Programs (R&Rs) and Local Planning Councils (LPCs) about updated requirements and instructions during the declared State of Emergency in response to the COVID-19 public health emergency. Requirements apply until June 30, 2020. Guidance for R&Rs address ongoing data collection on vacancies, repurposing funds to purchase supplies for providers, and serving as health and safety training hubs, among other activities. Guidance for LPCs include supporting the local emergency response led by the R&Rs, holding meetings, assessing ongoing local child care needs and prioritizing the needs of essential workers and at-risk populations, and more.	https://www.cde.ca.gov/sp/cd/ci/mb2007.asp
MB 20-08: COVID-19 Guidance on Procurement and Audits	Allows the SPI to develop directives to modify contractual reporting requirements applicable for FY 2019-20 state-subsidized early learning and care programs impacted by COVID-19. Effective 3/17/20, the CDE will be flexible with the preapproval and bidding requirements for procurement of equipment purchases, leases, replacements and improvements on all purchases under \$10,000 related to COVID-19 through June 30, 2020. Also, contract audit due dates will be extended three (3) months from the normal due date.	https://www.cde.ca.gov/sp/cd/ci/mb2008.asp
MB 20-09: COVID-19 Guidance on Program Self Evaluation, Contract Monitoring, and Program Quality Requirements	Suspends comprehensive compliance reviews of contractors providing subsidized early learning and care services for the remainder of FY 2019-20. However, the CDE will continue to perform compliance reviews to ensure program quality, as needed. In addition, suspends the submission of the Program Self Evaluation (PSE) for FY 2019-20. The suspension of these requirements and associated timelines does not exempt contractors from providing quality program activities and services that are age appropriate and meet the developmental needs of each child, the cultural and linguistic needs of children and families, and the needs of children with exceptional needs and their families. State-subsidized early learning and care programs are required to continue to provide quality program activities and support services in compliance with Title requirements.	https://www.cde.ca.gov/sp/cd/ci/mb2009.asp
MB 20-10: COVID-19 Guidance regarding Family Child Care Home Education Networks (FCCHEN)	CDE/ELCD contractors will be supported during periods of physical closure due to the COVID-19 state of emergency. Contractors will continue to receive apportionments during the COVID-19 pandemic. Contractors who have physical and on-site closures and suspensions must continue program operations to support children and their families, staff and FCCH providers participating in their FCCHEN during periods of closure. In order to support contractors during this time, contractual requirements for contractors providing ELC services through FCCHENs are to be addressed as provided in the directive.	https://www.cde.ca.gov/sp/cd/ci/mb2010.asp

Item	Purpose	Source
MB 19-08a and MB 19-08b: Updated Information for the Fiscal Year 2019–20 Request for Applications California State Preschool Program Expansion Funds and General Child Care and Development	Due to the circumstances of the COVID-19 State of Emergency, the award dates for Fiscal Year 2019–20 Request for Applications for (1) General Child Care and Development (CCTR) and (2) California State Preschool Program (CSPP) Expansion have been delayed from April 1, 2020, and will now be effective July 1, 2020.	MB 19-08a – https://www.cde.ca.gov/sp/cd/ci/mb1908a.asp MB 19-09a – https://www.cde.ca.gov/sp/cd/ci/mb1909a.asp
MB 20-11: COVID-19 Guidance on Emergency Closures	Notifies and provides guidance to state-subsidized early learning and care programs – CA Migrant Child Care (CMIG), CA State Preschool Program (CSPP), General Child Care (CCTR), Family Child Care Home Education Networks (CFCC) and Care for Children with Severe Disabilities (CHAN). Alternative Payment (AP) program contractors – about emergency closure requests, including providing on-going information on program closures and re-openings to the CDE and continuance of program operations to support, children, their families, and staff during the period of emergency closure, among other items.	https://www.cde.ca.gov/sp/cd/ci/mb2011.asp
CDE/ELCD Communication – CECE Module Available: Health and Safety: Resources and Guidance for Caring for Children	The Health and Safety module "Health and Safety: Resources and Guidance for Caring for Children" is now available on the California Early Childhood Online (CECO) website. This module is intended to provide an overview of basic health and safety considerations and standards for providing emergency care for children of essential workers. It includes guidance on how to stop the spread of germs in a group setting during COVID-19.	https://caearlychildhoodonline.org/
Program Quality Emergency Plan Survey	Per MB 20-09 and MB 20-10, "Contractors who are currently open or who are physically closed but funded to be operational due to the COVID-19 pandemic must develop a plan around modifying program operations to address the needs of children and families who are no longer being served in a physical setting during an emergency closure. For contractors that have closed some or all sites, this plan must be provided to the contractor's assigned regional consultant by April 30, 2020. This plan must include engaging staff during the emergency closure to provide supportive services to children and families." For further information including the list of survey questions, see the message sent to CDE listserv subscribers on Friday, April 24, 2020.	The program quality emergency plan must be completed through the following survey available at https://surveys2.cde.ca.gov/go/prgrmqualityemerplan.asp , no later than April 30, 2020.
CDE Listserv	Hyperlink to subscribe to CDE's listserv.	https://www.cde.ca.gov/sp/cd/ci/progspeclist.asp

Item	Purpose	Source
California Department of Social Services/Community Care Licensing Division (CDSS/CCLD)		
PIN 20-02-CCP - Coronavirus Information and Guidelines for Child Care Settings (February 12, 2020)	Provides information and guidance from the California Department of Public Health (CDPH), for all child care facility licensees and providers regarding the Coronavirus.	https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-02-CCP.pdf
Provider Information Notice (PIN) 20-04-CCP - Governor's Proclamation of a State of Emergency to Address Novel Coronavirus Disease 2019 (COVID-19) (March 6, 2020)	Providers emergency waiver authority for operation of licensed facilities, including child care facilities.	https://www.cdss.ca.gov/Portals/9/CCLD/PINs/PIN_20-04-CCLD_CoronavirusEO.pdf
PIN 20-04-CCP - California Department of Social Services. Statewide Waivers for Licensing Requirements Due to Coronavirus Disease 2019 (COVID-19), and Prevention, Containment, and Mitigation Measures (March 16, 2020)	Statewide waivers for certain licensing requirements applicable to child care settings without the need for providers to make an individual request, and subject to the waiver terms and conditions set forth in this PIN.	https://cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-04-CCP.pdf
PIN 20-06-CCP - Social and Physical Distancing Guidance and Healthy Practices for Child Care Facilities In Response to the Global Coronavirus (Covid-19) Pandemic Written in Collaboration with the CDE	Provides guidance on social and physical distancing and teacher to child ratios and group size for centers and family child care homes. In addition, it includes processes for screenings and excluding from your facility any child, parent, caregiver, or staff showing symptoms of COVID-19. Lastly, it offers recommendations for talking with children about physical distancing.	https://www.cdss.ca.gov/Portals/9/CCLD/PINs/2020/CCP/PIN_20-06-CCP.pdf

Item	Purpose	Source
PIN 20-08-CCLD - Guidelines for Providers Requesting Stores to Waive Supply Limitations Due to Coronavirus Disease (COVID-19) (April 14, 2020)	Provides guidance for licensed facilities on how to approach local stores who may be limiting purchases of supplies due to COVID-19 in California.	https://www.cdss.ca.gov/Portals/9/CCLD/Pins/2020/CCLD/PIN%2020-08-CCLD.pdf
County of Los Angeles		
Department of Public Health	Background information, symptoms, resources targeted to individuals, households, schools and more.	http://publichealth.lacounty.gov/media/Coronavirus/
Department of Public Health	Novel Coronavirus (COVID-19) – Guidance for Early Childhood Education Providers (Updated April 10, 2020)	<p>English - http://publichealth.lacounty.gov/media/coronavirus/docs/education/GuidanceEarlyChildhoodEducation.pdf</p> <p>Spanish - http://publichealth.lacounty.gov/media/coronavirus/docs/education/GuidanceEarlyChildhoodEducation-Spanish.pdf</p>
Research/Advocacy/Resources – COVID-19 and Early Care and Education		
California Budget and Policy Center	The California Industries Hit Hardest by COVID-19 Economic Shutdown – These Industries Employ Millions of Californians (Fact Sheet). Child care included in the industries impacted.	https://calbudgetcenter.org/wp-content/uploads/2020/03/CA_Budget_Center_COVID19-Industry-FS2.pdf
California Department of Public Health	2019 Novel Coronavirus Guidance for Child Care and Preschool Settings (February 11, 2020)	https://www.cdph.ca.gov/Programs/CID/DCDC/CDPH%20Document%20Library/Coronavirus%20daycare%202_7_20%20Final.pdf
Center on Law and Social Policy and National Women’s Law Center	<i>Child Care is Key to Our Economic Recovery – What it will take to stabilize the system during the coronavirus crisis</i> (April 2020). This policy brief “estimates what it would cost to sustain the child care system during the coronavirus pandemic. We estimate that at least \$9.6 billion is needed each month to fully fund existing providers in the child care system. These funds would allow closed providers to retain their staff at full pay, be prepared to reopen at the appropriate time, and eliminate cost burdens for families whose providers are closed. These funds will also allow open providers to offer safe, comprehensive emergency care at no cost to an estimated 6 million children of essential workers.”	https://www.clasp.org/sites/default/files/publications/2020/04/CCKeytoEconomicRecovery.pdf
Center on Law and Social Policy	Fact Sheet: <i>Small Business Loans Aren’t the Answer for Child Care</i> (April 8, 2020)	https://www.clasp.org/sites/default/files/publications/2020/04/SBA%20Loans%20Aren%27t%20the%20Answer.pdf

Item	Purpose	Source
Center on Law and Social Policy	Fact Sheet: <i>Forgivable Loans for Child Care Providers through the CARES Act</i> (April 3, 2020)	https://www.clasp.org/sites/default/files/publications/2020/04/SBA%20Loans%20for%20CC%20Providers_0.pdf
Center on Law and Social Policy	Fact Sheet: <i>COVID-19 and State Child Care Assistance Programs</i> (April 2, 2020) Lists state policy considerations for expediting the distribution of the flexible CCDBG funding.	https://www.clasp.org/sites/default/files/publications/2020/04/2020%2004%2001%20cares.administrators.factsheet%20final.pdf
Center on Law and Social Policy	Fact Sheet: <i>\$3.5 Billion for Child Care in Coronavirus Package is Not Enough: How States Will Fare</i> – estimates an allocation of \$339,325,475 in CCDBG funds to California. (March 26, 2020)	https://www.clasp.org/sites/default/files/publications/2020/03/2020_3.5billionchildcarecoronaviruspackage.pdf
Center on Law and Social Policy	Fact Sheet: <i>Ensuring Young Children Have Healthy Meals During the Coronavirus Pandemic</i> (March 23, 2020)	https://www.clasp.org/publications/factsheet/ensuring-young-children-have-healthy-meals-during-coronavirus-pandemic?emci=62702d05-b079-ea11-a94c-00155d03b1e8&emdi=6c6fe210-c779-ea11-a94c-00155d03b1e8&ceid=2835399
Center on Law and Social Policy	Polycymaking Principles for Supporting Child Care and Early Education Through the Coronavirus Crisis. (March 18, 2020.)	https://www.clasp.org/publications/factsheet/policymaking-principles-supporting-child-care-and-early-education-through?emci=0eb37523-be6a-ea11-a94c-00155d03b5dd&emdi=19303080-d06a-ea11-a94c-00155d03b5dd&ceid=2835399
Child Care Law Center	Questions and answers for the early care and education community based on the latest information. Updated regularly.	https://www.childcarelaw.org/resource/coronavirus/?eType=EmailBlastContent&eld=2e185c2f-5767-4432-9079-3540d283db2d
National Association for the Education of Young Children (NAEYC)	<i>From the Front Lines: The Ongoing Effect of the Pandemic on Child Care</i> – findings from the NAEYC’s survey of child care programs to learn more about the challenges they are facing across states and settings, and the impact a closure without significant public support would have on a program moving forward.	https://www.naeyc.org/sites/default/files/globally-shared/downloads/PDFs/resources/topics/naeyc_coronavirus_ongoingeffectsonchildcare.pdf
National Women’s Law Center	Letter to U.S. Department of Health and Human Services/Administration for Children and Families – Child Care and Early Learning State Guidance Consideration for COVID-19 (March 13, 2020)	https://nwlc-ciw49frixgw5lbab.stackpathdns.com/wp-content/uploads/2020/03/coronavirusletter.hhs_0311.FINAL_.pdf

Questions/comments? Contact Michele Sartell at the Office for the Advancement of Early Care and Education by e-mail at msartell@ph.lacounty.gov or by telephone at 323.594.1244.



Home / Specialized Programs / Child Development / Contractor Information

Management Bulletin 20-07

Early Learning and Care Division

Subject: COVID-19 Guidance to California Resource and Referral Programs and Local Planning Councils

Number: 20-07

Date: April 15, 2020

Expires: June 30, 2020, or until rescinded

Authority: Senate Bill 117 (Chapter 3, Statutes of 2020); Executive Orders N-33-20 N-45-20, and N-47-20; California Education Code (EC) 8210 through 8216, and California EC 8499 through 8499.7

Attention: All Executive Officers and Program Directors of Early Learning and Care Programs

Purpose

This Management Bulletin (MB) is to notify and provide guidance to California Resource and Referral Programs (R&Rs) and Local Planning Councils (LPCs) about updated requirements and instructions during the declared State of Emergency in response to the COVID-19 public health emergency.

This guidance is not a permanent change to statute or regulations. These requirements will apply until June 30, 2020, unless nullified or changed by the Legislature. As needs evolve and more information is available, the California Department of Education (CDE) will issue updates and additional guidance.

Background

On March 4, 2020, Governor Newsom proclaimed a State of Emergency in California as a result of the threat of global pandemic disease COVID-19. On March 17, 2020, the Governor signed Senate Bill (SB) 117 (Chapter 3, Statutes of 2020) which authorizes the State Superintendent of Public Instruction (SSPI) to issue guidance and develop directives to address, as necessary, contractual and reporting requirements for early learning and care (ELC) programs impacted by the coronavirus (COVID-19) through June 30, 2020. This authority applies to Fiscal Year (FY) 2019-20 and includes LPCs and R&Rs.

On March 19, 2020, Governor Newsom released Executive Order N-33-20 directing all residents immediately to heed current State public health directives to stay home. In accordance with this order, the State Public Health Officer has designated a list of "Essential Critical Infrastructure Workers" (essential workers) to help state, local, tribal, and industry partners as they work to protect communities, while ensuring continuity of functions critical to public health and safety, as well as economic and national security. This list is available at <https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>.

Furthermore, on April 4 and 7, 2020, the Governor released Executive Orders N-45-20 and N-47-20, respectively, to facilitate child care for children of essential critical infrastructure workers by allowing the CDE and the California Department of Social Services (CDSS) the flexibility to waive certain legal requirements in response to the COVID-19 Public Health Emergency. The Executive Orders focus on, among other things, waiving current eligibility and enrollment priorities that prevent child care and afterschool programs from serving children of essential infrastructure workers. Executive Order N-47-20 further requires that the CDE and CDSS develop guidance to establish priorities for the enrollment of essential workers and at-risk populations, which guidance was released through MB 20-06 on April 8, 2020.

As described in EC 8212–8216, the primary mission of the local R&Rs programs is to identify the full range of existing child care services provided by public and private agencies, update and maintain a database of child care providers, and provide resources and information to parents looking for child care. Included among the statutory duties required of R&Rs is the duty to disseminate information on current public issues affecting the local and state delivery of child care services and to facilitate communication between child care providers and child-related service providers in the community being served.

The primary mission of the LPCs is to plan for early learning and care (ELC) services that meet the needs of the families in the local community. The 58 LPCs [each representing one (1) county throughout California] serve as a forum to assess, identify, and direct resources to address the child care needs of all families in the community for all types of child care both subsidized and non-subsidized through local partnerships, including with Head Start and Early Head Start grantees and all local education agencies, as described in EC 8499–8499.5. Included among the statutory duties that LPCs are required to perform, is the duty to collaborate with other child care related entities in the community, including subsidized and non-subsidized child care providers and local R&R programs, to foster partnerships which can be used to meet local child care needs.

In order to provide child care support to children of essential workers during the COVID-19 Public Health Emergency, new or existing providers may reasonably need to purchase additional supplies. As set forth below, existing funding streams that may be repurposed to purchase such supplies include California Resource and Referral Programs (CRRP) and California Child Care Initiative Project (CCIP).

Policy

During the Governor declared State of Emergency in California related to COVID-19, R&Rs and LPCs will need to use new tools and flexibility to perform their responsibilities of serving local child care needs and ensure that critical functions in their communities are maintained.

The R&Rs and LPCs must continue to remain open, albeit in a virtual mode, consistent with current social distancing requirements, for the majority of services. They must also be available as a consistent and collaborative resource to assist in county development of emergency child care for essential workers and help coordinate ELC programs, providers, and families in search of care. As a result of prioritizing essential workers, some ELC programs will be opening new ELC settings or pivoting spaces to serve essential workers. Essential workers need a reliable resource for information about where and how they can access quality ELC during the State of Emergency.

Furthermore, families of essential workers may be new to state-subsidized ELC programs and may need additional guidance and support to navigate the system. Wherever possible, data collection, analysis, technical assistance, and other R&R and LPC coordinating functions should be provided remotely, as determined by local and state public health guidance. In some cases, local directives that are more restrictive, shall supersede the State guidance.

In order to match families of essential workers with available child care spaces in their communities, families need information on immediately available care. Additionally, the CDE and CDSS need access to statewide data on child care vacancies in programs that remain open (or reopen) and are eligible to serve these families. While data reporting on vacancies has not been previously required by the CDE, it is clear that an effective response to the current statewide emergency requires up-to-date vacancy data in order to ensure the identification of the full range of available child care providers and maximize providers' ability to quickly serve families. The directive below responds to this need.

Directive

It is the expectation of CDE that the R&Rs and LPCs work in close coordination with each other, as well as with other county and state agencies engaged in addressing COVID-19, to provide a seamless, responsive, highly engaged solution to meet the quickly evolving child care needs of essential workers and at-risk populations with the available child care supply. The CDE will provide emergency communications to stakeholders at R&Rs and LPCs throughout this response.

The R&R will serve as the lead coordinator of the emergency supply, demand, and referral response for each county, unless the county appoints another lead coordination body, such as the LPC. If a county wishes for an individual other than the county R&R director to serve as the lead, they must inform CDE at ELCDEmergency@cde.ca.gov by April 22, 2020. The lead in each county must be available to document key data regularly, answer immediate requests for information, and coordinate local partners for effective implementation of new tools and resources in response to this crisis.

By April 30, 2020, R&Rs and LPCs must update their agencies' emergency response plans for staffing and continuity of services to include references to current guidelines related to COVID-19, share this information with the community, including families, providers, ELC contractors, and other local partners, and train staff as information is updated. Contractors seeking a waiver to this date should request one through email by emailing ELCDEmergency@cde.ca.gov and include "Emergency Response Plan Waiver" in the subject line.

Resource and Referral Programs

Data

Effective April 15, 2020, R&Rs are required to gather data from providers and update information on vacancies no less than twice weekly.

Specifically, all R&R programs must work with their licensed providers to collect and/or update information on each provider's status, capacity, and vacancy no less than twice weekly. Licensees whose status does not change between reports do not need to provide updates. For purposes of this reporting:

- Status shall mean whether the provider is: open and at capacity; open with availability; closed, but willing to open with technical assistance or support; or closed
- Capacity shall mean: total number of children able to be served, by age category (0–2; 2–5; and 5+)
- Vacancy shall mean: one or more available spaces to provide a family with child care. Vacancies must be listed by age category.

This information must be submitted to the state through MyChildCarePlan (MCCP), a database tool developed by the California Resource and Referral Network in partnership with the CDE and other partners. By providing this information, California will ensure that essential worker families can be connected to available spaces efficiently

during this State of Emergency related to COVID-19.

The CDSS, in partnership with CDE and the R&Rs, has developed a technology platform to consolidate data collected by the R&Rs and provided to the State through M CCP. California will then disseminate accurate and up-to-date child care provider information to essential workers through <https://MyChildCare.ca.gov>. During the ramp up period, while R&Rs are collecting and uploading data to M CCP, the CDSS will be collecting key information on provider status through Everbridge, an emergency text/mobile phone communication tool.

The CDE understands that some R&R agencies already use the M CCP database as the database for their R&R, while other agencies connect the data in their databases to the M CCP through the use of Application Programming Interface (API) linkages. Other R&R agencies may not have been connected to M CCP in the past.

Through the duration of the COVID-19 State of Emergency, R&Rs must report updated numbers to M CCP each Tuesday and Friday. Updates may be facilitated through Application Programming Interface (API) linkages to existing data systems, electronic spread sheet uploads (Excel, .csv, or Access formats), or direct encrypted survey/form links sent to the R&R or to the licensees.

Beginning April 15, 2020, any R&R who uses M CCP as their database or who has the ability to upload into M CCP must begin collecting the data elements and submitting them no less than twice weekly. Any R&R agencies without the current ability to upload into M CCP must begin collecting the data elements as of April 15, 2020, but is not required to upload them into M CCP until April 24, 2020.

Any questions related to how to upload data into M CCP to meet these requirements should be directed to the California Resource and Referral Network.

Reallocating Funding for Commodities

Local R&Rs may use funds, with prior CDE approval, from their California Resource and Referral Program (CRRP) or CCIP contracts to support purchase of essential commodities and supplies for local child care providers.

In order to obtain this flexibility, R&Rs must obtain prior CDE approval, prioritize the essential commodities and supplies for essential workers while this MB is in effect, and follow the contract-specific guidance detailed below.

CRRP: Resource and Referral programs receive funding, in part, to support family access to environments that are healthy and nurturing for their child's care and development. Therefore,

- After meeting the requirements of this directive, R&Rs may reallocate CRRP funding during the State of Emergency to purchase basic commodities for child care programs, including Tribal child care, that are serving essential workers and at-risk populations.
- Purchased commodities must be related to providing environments that support healthy and nurturing child care settings, including mitigating and preventing the spread of the virus.

CCIP: The purpose of CCIP funding is to support and incentivize new or existing child care providers to become licensed or maintain a license. Therefore,

- R&Rs may reallocate CCIP funding (either contract or grant funding) during the State of Emergency to purchase basic commodities for new or existing child care programs, including Tribal child care, that are serving essential workers and at-risk populations.
- Purchased commodities must be related to the health and safety of children in child care settings and should be paired with other supports for licensing, such as access to training.

R&Rs requesting flexibility reallocating grant or contract funding to support providers should contact Gail Brodie at gbrodie@CDE.ca.gov for additional guidance.

Requirements for Health and Safety Hub Trainings

The R&R California Preventive Health and Safety Practices (CPHSP) training hubs staff and resources must prioritize providing health and safety training services, technical assistance and resource materials for providers, and support for local programs and providers caring for children of essential workers. Regional and local training staff should use statewide COVID-19 resources and training as they become available.

Additional Requirements for R&Rs

In light of the current public health emergency, R&Rs must:

1. Develop a concise COVID-19 emergency response plan and submit to ELCDEmergency@cde.ca.gov by April 27, 2020, that describes how the R&R is:
 - a. Publicizing referral services to essential worker populations (e.g., through hospitals and grocery stores),
 - b. Providing referrals to match essential workers with open vacancies, ideally immediately in real time and in no less than 24 hours of requests,
 - c. Collecting data on child care supply regularly and no less than twice weekly to know child care supply in real time (for example, what is the methodology for the data collection),
 - d. Updating local R&R website with a link to the state and local COVID-19 resources as well as <https://MyChildCare.ca.gov> so providers can access training and tools to respond to the declared State of Emergency and families can locate available care,
 - e. Inputting data into MCCC (for example, is the agency using MCCC as their database or will the R&R be providing required data to MCCC through an API),
 - f. Keeping collected data secure,
 - g. Utilizing CPHSP training hubs and other training resources to support COVID-19 appropriate practices.

The CDE and its partners can provide support to R&Rs that need assistance to complete this planning; please email ELCDEmergency@cde.ca.gov no later than April 20, 2020.

2. Remain open, have phone lines, email accounts, and access to the referral database that can be accessed by employees remotely or safely in the agency office, in order to provide resources and child care referrals to essential workers, at-risk populations, and providers during the declared State of Emergency related to COVID-19.
3. Update their websites to include resources for families, including a link to <https://MyChildCare.ca.gov> and applications for families of essential workers to apply for emergency child care support. The availability of these two essential supports must be prominently featured on the home pages of R&R agencies to quickly connect families. In addition, the local R&R website must include other relevant local, state, and national resources for families related to the COVID-19 public health emergency and finding child care in their community.
4. Continue to work collaboratively with LPC partners, the CCL Child Care Regional Office serving the R&R's defined geographic area, and the partners specified below to create a communication and outreach plan to communicate about newly-created spaces and ensure the information is shared with families in search of child care. Local partners must include, as appropriate, local Alternative Payment contractors, direct contract programs (center-based and family child care home educational networks operated by local

education agencies and community-based organizations), the County Welfare Department and Public Health Department, child care provider organizations, and other local partners and programs.

5. Conduct outreach to inform essential workers and at-risk populations of the availability of referrals to available child care in the local community and subsidized child care programs. Outreach should include, but not be limited to contacting local media, employers, and associations of essential workers of the availability of referrals and implementing the outreach plan developed collaboratively with other local agencies, including the County Welfare Department and Public Health Department.
6. Continue to provide professional development and resources to child care providers, including licensed centers, family child care homes, license-exempt providers, and family friend and neighbor caregivers, and connect them with the local Quality Counts California consortium. Specifically, R&Rs must:
 - a. Facilitate enrollment of providers, who are newly or currently open and providing care, in their local Quality Counts California consortia.
 - b. Support access to virtual coaching and supports, as available, and online training on COVID-19-specific health and safety training, trauma informed care and Strengthening Families, and Parent Cafes, as they become available.
7. Support the professional development and licensure and/or temporary waiver of a facility for potential emergency child care providers, including sharing new COVID-19-specific training and tools as they become available.
8. Provide support to Family Friend and Neighbor (FFN) and Trust Line providers, including new FFN providers that provide care during the State of Emergency, that includes basic information on caring for children including: (1) critical emergency information; (2) business aspects (i.e. recordkeeping, contracts and policies, tax information); (3) health and safety information regarding COVID-19; and (4) other essential information including safe sleep, healthy environment, activities for children, appropriate expectations related to ages and stages of development, and how to support families.
9. Coordinate discussion with available local LiveScan vendors, CDSS, and CCL Local Regional offices to support accessibility of LiveScan services, promptly assist with TrustLine applications, and communicate TrustLine status to applicant and relevant community partners.

Local Planning Councils

In light of the State of Emergency related to COVID-19, LPCs must:

1. Refocus staffing and resources to support the local emergency response led by the R&Rs. LPCs must be an active part of developing these plans and contribute to their implementation.
2. Remain open, have phone lines, email accounts, and access to up-to-date information that can be accessed by employees remotely, in order to provide resources and information to families of essential workers, at-risk populations, and providers during the declared State of Emergency related to COVID-19.
3. Hold meetings in accordance with the Brown Act, as modified by Executive Order N-25-20, which authorizes local legislative bodies to hold public meetings telephonically, by teleconference, or by other electronic means.

4. As a part of the local emergency child care response plan, assess ongoing local child care needs, prioritizing the needs of essential workers and at-risk populations, in partnership with the local R&Rs, local Quality Counts California consortium, local CCL Regional Office, local Alternative Payment contractors, direct contract programs (center-based and family child care home educational networks operated by local education agencies and community-based organizations), child care provider organizations, First 5 county commission, and nonprofit partnerships. If the state identifies statewide solutions for assessing vacancies and matching supply and demand emergency response, partners may be directed to utilize the statewide solution;
5. Serve as a resource and support for the planning of local countywide child care services;
6. Continue to work collaboratively with the local R&Rs to create a communication and outreach plan in coordination with the CDE contractors (e.g. local Alternative Payment contractors, direct contract programs, such as center-based and family child care home educational networks operated by local education agencies, and community-based organizations), County Welfare Departments, child care provider organizations, CCL Child Care Regional Offices, and other local partners and program. The communication and outreach plan will include information about newly created spaces and relay information to the local R&Rs to ensure the information is shared with families.
7. Continue to partner with the local agencies to encourage best practices and provide strategies and resources to the field.
8. As applicable, report or provide to county lead to report, newly emerging data about care for Essential Workers to the CDE and the California Department of Social Services (CDSS).
9. As possible, deploy staff to support county's overall action to connect Essential Workers to available child care spaces at the direction of the county lead.

Resources

Please continue to communicate regularly with your assigned ELCD Consultant regarding the LPC and R&R activities during this evolving public health emergency. If you have any questions regarding the information in this MB, please contact your assigned ELCD Consultant via the CDE Consultant Regional Assignments web page at <https://www.cde.ca.gov/sp/cd/ci/assignments.asp> or by phone at 916-322-6233.

List of Essential Critical Infrastructure Workers:

<https://covid19.ca.gov/img/EssentialCriticalInfrastructureWorkers.pdf>

Additional information regarding teleconferencing and the Brown Act:

<https://www.cacities.org/UploadedFiles/LeagueInternet/6e/6ed3a54b-6766-4b67-bee9-e024ea3a3d2b.pdf>

Alliance for the Advancement of Infant Mental Health, "Telehealth Service in Infant Mental Health Home Visiting":

<https://bit.ly/3acdTDd>

The CDE developed a resource Web page that will include answers to frequently asked questions, all management bulletins issued to implement pertinent legislation, and other relevant resources:

<https://www.cde.ca.gov/sp/cd/re/elcdcovid19.asp>

To be informed of the updated information, please sign up for Early Learning and Care Division (ELCD) email list at <https://www.cde.ca.gov/sp/cd/ci/progspeclist.asp>.

A list of existing professional development opportunities supported by the CDE program quality efforts can be found on CDE's website at <https://www.cde.ca.gov/sp/cd/re/cddprofdevtrain.asp>.

A link to Best Practices for Planning Curriculum for Young Children: Responsive Early Education for Young Children and Families Experiencing Homelessness CDE 2019 will be posted soon.

The CDSS Community Care Licensing Division has developed Provider Information Notice (PIN) 20-04-CCP, which provides a statewide waiver for operation of child care facilities, including licensees, registered Trust Line providers, and temporary employer sponsored child care, along with guidance for the implementation of prevention, containment, and mitigation measures for COVID-19. This PIN and other directives, including guidance and new requirements on social and physical distancing, can be found on the CDSS website at <https://www.cdss.ca.gov/inforesources/community-care-licensing>.

For more information about federal and state guidance and response to COVID-19, please refer to the CDC website at <https://www.cdc.gov/coronavirus/2019-ncov/community/schools-childcare/index.html>, the California Department of Public Health's website at <https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/Immunization/ncov2019.aspx>, and the California COVID-19 Response website at <https://covid19.ca.gov/>.

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Child Care Alliance of Los Angeles and Los Angeles County Child Care Planning Committee A Unified Emergency Response Plan

Introduction

The Child Care Alliance of Los Angeles (CCALA) and the Los Angeles County Child Care Planning Committee (Planning Committee) have joined forces to prepare a unified emergency response plan to ensure that children and their families have access to early care and education services during a declared State of Emergency, including local, statewide and national crises.¹ The CCALA is a partnership of eight child care resource and referral agencies² that serve communities at the local level. The Planning Committee, staffed by the County's Department of Public Health's Office for the Advancement of Early Care and Education (OAECE), serves as Los Angeles County's local child care and development planning council.

Continuity of Services

The CCALA and its R&R partners and the OAECE/Planning Committee are committed to meeting the early care and education needs of children and families, the programs that serve them, and other local partners throughout an emergency. In the event of an emergency, the work of the CCALA and its R&R partners and the OAECE/Planning Committee will prioritize its work to address the crisis in efforts to ensure that there is minimal disruption to meeting the early care and education needs of the children and families of Los Angeles County, prioritizing children of essential worker and high risk populations. The CCALA and its partnering R&Rs will serve as the lead with the support of the OAECE/Planning Committee.

- **R&Rs:** Remain open during regular business hours Monday through Friday. If staff have been ordered to work from home during a declared State of Emergency, they will be available by telephone and e-mail during regular business hours to provide resources and referrals to essential workers,³ at-risk populations and providers. Furthermore, staff will contribute to comprehensive approaches for maintaining and expanding upon the early care and education system in an emergency as outlined in this plan.
- **OAECE/Planning Committee:** Remain open during regular business hours Monday through Friday. If staff have been ordered to work from home during the declared State of Emergency, they will be available by telephone and during regular business hours to support the CCALA and R&Rs and engage community partners in planning and implementing comprehensive responses to the emergency.

¹ This emergency response plan is intended to meet the requirement for the R&Rs and LPCs to develop and update their respective emergency response plans as directed in Management Bulletin 20-07. It is written to broadly address a response to any emergency that may arise including public health such as COVID-19, natural disasters such as fire or earthquake, etc.

² The eight child care resource and referral agencies serving specific geographic areas of Los Angeles County include: Child Care Resource Center, Children's Home Society of California, Connections for Children, Crystal Stairs Inc., Mexican American Opportunity Foundation, Options for Learning, Pathways LA, and Pomona Unified School District.

³ Essential worker populations, for purposes of this document in response to executive or other orders, refer to those working on the front lines of an emergency. Essential workers may be prioritized for early care and education services depending on their assignments during a crisis and may include but not be limited to health care workers and first responders such as firefighters and police officers, followed by grocery store employees, public transportation drivers, and more.

Capacity Data for Meeting the Needs of Children and Families in an Emergency

The CCALA and R&Rs will serve as the lead measuring the capacity of early care and education programs – centers, family child care homes, and license-exempt providers inclusive of Family, Friend and Neighbor (FFN) – to continue providing services to their enrolled children and families as well as expanding services to meet the needs of families displaced from their current early care and education program and the essential worker and at-risk populations impacted by the emergency.

- Develop a system for early care and education programs – centers and family child care homes – to report changes and vacancies at least twice weekly. Examples of systems include text/mobile phone communication tool such as ThruText, etc. Among the data points to collect include:
 - *Status*: whether the program is open and at capacity; open with availability; closed, but willing to open with technical assistance or support, or closed
 - *Capacity*: total number of children able to serve by age category (birth to 24 months old, two to five years old, five years old and older)
 - *Vacancy*: one or more available spaces to provide care and listed by age category
- Enter data into the MyChildCarePlan (MCCP) at least twice a week. Updates may be facilitated through Application Programming Interface (API) linkages to existing data systems, electronic spreadsheet data uploads such as Excel or Access formats, or direct encrypted survey/form links sent to the R&Rs or to the licensees.
- Encrypt data at rest, and in transit to ensure confidentiality.

Reallocate Funding for Commodities

Pending approval by California Department of Education (CDE), R&Rs will use funds from their R&R or California Child Care Initiative Project (CCIP) contracts to support the purchase of essential commodities and supplies for local early care and education programs.

Health and Safety Trainings and Professional Development

CCALA and its partnering R&Rs will lead training and professional development offerings to early care and education programs – centers, family child care homes and license-exempt providers inclusive of FFNs – during the emergency. The purpose of the trainings and professional development offerings is to ensure that programs have the most current information necessary for operating during a crisis that meet health and safety guidance and access to the resources necessary for meeting the needs of children and families.

- Support the California Department of Social Services/Community Care Licensing Division (CDSS/CCLD) and its local Regional Offices by alerting existing and temporary child care programs of communications pertaining to licensing requirements (inclusive of waivers, if available) for child care settings and guidance for ensuring the health and safety of children during the emergency and offering trainings on the requirements and guidance as needed.
- Utilize California Preventive Health and Safety Practice (CPHSP) training hubs and other training resources to support appropriate practices during an emergency.

- Partner with local organizations to develop and provide training on creating environments that meet health and safety standards and public health guidance during an emergency and coaching on trauma informed practices to early care and education programs.
- Offer virtual/online training, coaching and professional development opportunities when in-person is not a viable option.
- Connect early care and education programs to Quality Start Los Angeles (QSLA).

Resource and Referral Services

The CCALA, in partnership with the R&R agencies and the OAECE/Planning Committee will utilize various means of publicizing resource and referral services to essential worker and at-risk populations and the programs that serve them.

Outreach to Essential Worker and At-risk Populations

- Develop flyers and fact sheets announcing the availability of temporary early care and education services and how to access the services.
- Distribute flyers and other source materials to County and City human resource departments, labor unions, city leaders, and traditional as well as non-traditional partners for circulation via e-mail, posting on websites and sharing on other social media sites.
- Establish a system to provide enhanced referrals to essential worker and at-risk populations. The enhanced system will include a 1-800 telephone number (“hotline”) and website administered by the CCALA to directly connect families to a local R&R specialist. The local R&R specialist will match the family with the program that has an opening tailored to the family needs based on the age(s) of the child(ren) and hours of services needed (weekdays, weekends, day and/or evening hours), among other factors.
- Connect income-eligible essential worker and at-risk populations with subsidized early care and education services.
- Partner with 211 LA to direct families seeking early care and education services to the hotline number and/or website.
- Post a hyperlink on websites to <https://MyChildCare.ca.gov> as another source for up to date child care provider information.
- Develop press releases for distribution to local media outlets; the releases will include contact information and a website address for enhance referrals and other resources.

Resources for Early Care and Education Programs

- Post resources on CCALA and R&R websites with hyperlinks to training and tools for responding to a declared State of Emergency.

- Coordinate and/or contribute to regular telebriefings and community calls conducted by the Department of Public Health and the emergency response team (see section entitled “Local Planning for Countywide Early Care and Education Services”).
- Provide basic information and support to license-exempt providers including temporary pop-ups and FFN care available to meet the needs of families during the emergency as follows:
 - Critical emergency information
 - Business practices, such as recordkeeping, contracts and policies
 - Tax information
 - Health and safety information, including current guidance provided by the local Department of Public Health, CDSS/CCLD, and the CDE Early Learning and Care Division
 - Other essential information including safe sleep, healthy environment, activities for children, appropriate expectations related to ages and stages of development, and strategies for supporting families
- Coordinate discussions with local LiveScan vendors, CDSS/CCLD Local Regional Offices to support access to expedited background checks; explore alternatives for background checks/fingerprinting such as used by child welfare as an option for emergency placement.

Local Planning for Countywide Early Care and Education Services

The CCALA and the Planning Committee will work collaboratively and with local partners to create a communications and outreach plan that addresses the capacity of existing programs as well as temporary pop-ups to serve essential worker and at-risk populations. Moreover, the OAECE/ Planning Committee will engage local partners to augment data collection and analysis, planning, and resource development that contributes to a comprehensive response to the emergency.

Specifically, the OAECE/Planning Committee will:

- Convene the Los Angeles County Early Childhood Education Response Team (Response Team) comprised of the Department of Public Health OAECE, First 5 LA, Los Angeles County Office of Education (LACOE), Los Angeles Unified School District (LAUSD), CCALA and its partner R&Rs, Greater Los Angeles Education Foundation, Center for Strategic Partnerships, and City of Los Angeles to achieve the following objectives: prioritize essential worker and at-risk populations access to early care and education services; leverage resources needed by families to access services and the programs that serve them; and elevate recommended public policies to support the emergency response and preserve early care and education services as an essential service.
- Engage County departments inclusive of Children and Family Services, Public Social Services, Parks and Recreation, Public Library, and Office of Education in a coordinated response to the emergency that includes connecting families involved with County systems have the support needed to access early care and education services.
- Leverage the support of local philanthropic organizations, businesses, and government entities to secure funding to augment the availability subsidized early care and education services for essential workers, provide funding for supplies (e.g. diapers, cleaning supplies and classroom materials), and contribute other in-kind donations (e.g. warehouse for distribution of supplies).

- Alert early care and education programs of financial (public and private) and in-kind supports.
- Hold regularly scheduled Planning Committee meetings according to the Brown Act; meetings may be held telephonically, by teleconference or other electronic means if authorized under emergency orders, such as a Governor's Executive Order.
- Contribute to data collection and analysis efforts that include assessing ongoing early care and education needs, prioritizing the needs of essential worker and at-risk populations, with local partners including the CCALA, First 5 LA, LACOE, QSLA, direct CDE-contracted agencies, and others; respond to requests for reports by the CDE and CDSS/CCLD.
- Participate in a communication and outreach plan in partnership with the CCALA and its R&R partners to reach early care and education programs with information on guidance for serving children and families during a crisis, training and professional development offerings, and financial and in-kind resources such as consumables (diapers, cleaning supplies, classroom materials, etc.) .

Contact Information

Questions about this Unified Emergency Response Plan may be referred to the Child Care Alliance of Los Angeles by telephone at (323) 274-1380 or the Office for the Advancement of Early Care and Education at (213) 639-6220.