**Child Care Planning Committee Meeting Minutes**

September 7, 2022

**Welcome and Introductions**

1. **Opening and Roll Call of Membership**

Lisa Wilkin, Chair to the Child Care Planning Committee (Planning Committee), began the meeting at 12:03 p.m. by reading the standardized statement to conducting a virtual meeting. Wilkin welcomed everyone back and invited members Kelly O’Connell and Sarah Soriano to read the vision and mission statements. Erica Torres-Ness, staff to the Office for the Advancement of Early Care and Education (OAECE) called roll for the Planning Committee.

1. **COVID-19/Monkey-Pox Update for Early Care and Education Programs**

Debra Colman, Director of the Office for the Advancement of Early Care and Education (OAECE) presented a COVID-19 update for Los Angeles County. The CDC Community Level is “Low”, meaning transmission rates, the rate of new infections, and virus-related hospital admissions are down. COVID-19 vaccines have been available for children under five years old for the past few months but the vaccine rate for this population is low. Early care and education (ECE) providers who are interested can hold vaccine clinics at their facilities or a town hall led by multi-lingual pediatricians. There is a toolkit available to provide guidance on how to organize a vaccination clinic. Colman also provided an updated regarding Monkeypox and shared there is no need to report Monkeypox cases at this time. The Department of Public Health is currently working on ECE-specific Monkeypox guidance.

1. **Approval of Minutes – June 1, 2022**

Vice Chair Ariana Oliva presented the minutes from June 1, 2022 and asked for a motion to approve. Jennifer Cowan made the motion to approve the minutes; Sarah Soriano seconded the motion. The motion on the minutes passed with eight abstentions including Veronica Herrera, Nellie Rios Para, Jacqueline Torres, Micha Mims, Manuel Fierro, Joelle Landazabal, Scott Herring, and La Tanga Hardy.

**Meeting Matters**

1. **OAECE Accomplishments FY 21-22**

Colman presented OAECE’s key accomplishments for FY 2021-22. She also reviewed the relationships, functions, and achievements of the Planning Committee, Policy Roundtable for Child Care and Development Commission (Policy Roundtable), Joint Committee on Legislation, and Workforce Pathways LA. Colman also presented some of the accomplishments from the LA County Employee Child Development Centers, the COVID-19 Early Childhood Education Response, and the ECE Facilities Development Project.

1. **Goals for 2022-23 and Structuring The Work**

Colman presented the following priorities for OAECE FY 2022-23:

* Priority 1 COVID-19 recovery, stabilize ECE operations, and support the ECE workforce
* Priority 2: Universal Pre-kindergarten Kindergarten, fortify child care for infants/toddlers, inform Transitional Kindergarten expansion
* Priority 3: Strengthen the OAECE infrastructure by increasing staff capacity and building partnerships

Colman noted last year’s retirement of two key staff members, Michele Sartell and Renatta Cooper, and reported that the OAECE was in the process of hiring three new Staff Analysts. She also introduced the current team.

Chair Lisa Wilkin presented this year’s theme: “Strengthening the ECE Community in Times of Change.” Wilkin reflected on the many changes that have occurred in the ECE community, including the upheaval brought on by COVID-19 and the changes in subsidized child care with the migration of ECE moving from the California Department of Education to the California Department of Social Services. Wilkin reflected that the changes seem never-ending, and the recovery time is short, but she was optimistic the ECE field would make it through. Vice Chair Ariana Oliva reviewed the Unified Strategic Plan and how the priorities and responsibilities were divided among the Planning Committee, Policy Roundtable, and OAECE.

1. **Getting Grounded**

Craig Kirkwood, Deputy County Counsel for the Office of Los Angeles County Counsel gave a presentation on the Brown Act and Robert’s Rules of Order. Kirkwood reviewed the history and application of the Brown Act and Robert’s Rules of Order.

1. **Work Group Updates and Recruitment**

Wilkin invited a member from last year’s workgroups to provide a summary of the activities. A representative from each of the following workgroups Access and Inclusion (Cathy Coddington), Governance and Membership (Ancelma Sanchez), the Joint Committee on Legislation (Lisa Wilkin), Parent Consumers (Erica Torres-Ness), and the Workforce Pathways LA – Joint Committee on Workforce (Toni Isaacs) presented information to help CCPC members determine which workgroup they are interested in joining. A survey will be sent out to identify CCPC members’ interest and inform assignments.

**Wrap Up**

1. **Announcements and Public Comment**

Oliva opened the floor for announcements and public comment. Julie Taren announced that the Infant Development Association of California has upcoming events and the members were encouraged to check [www.idaofcal.org](https://www.idaofcal.org/) for details.

1. **Call to Adjourn**

Chair Lisa Wilkin adjourned the meeting at 1:58 p.m.

**Attendance**

**Members and Alternates**

**Community Representatives:** Cathy Coddington, Manuel Fierro, Samitha Givens, Losmeiya Huang, Joelle Landazabal, Ariana Oliva, Edilma Serna, Kathy Schriener, Shanna Warren, Humberto Estratalán- Alternate,

**Early Educators**: Rocio Bach, Brittie Crawford, Angela Gray, Veronica Herrera, Nellie Ríos Para, Jacqueline Torres, Micha Mims, JoAnn Shalhoub-Mejia, Lisa Wilkin, Angela Lucero, Alternate, Maricela Guzman- Alternate

**Parent Consumers:** Dominic Armendariz**,** LaRae Cantley, Mona Franco, Crystal Jones, Eli Pessar, Anna Markowitz, Alternate, Jessa Costanzo, Alternate, Stephanie Garcia- Alternate, Mariel Kyger Doerfel- Alternate, Sally Valenzuela- Alternate

**Public Agencies:** Ranae Amezquita, Scott Herring, Tom McFadden, Gabriel Muñoz, Tom Woodward, Peter Piñon- Alternate, Nadia Varela- Alternate, Regina Angelo-Tarango- Alternate

**Discretionary:**

Jennifer Cowan, Kevin Dieterle, Toni Isaacs, Kelly O’Connell, Jessica Guerra, La Tanga Hardy, Sarah Soriano, Dianne Philibosian, Fran Chasen- Alternate, Carla Hegwood, Alternate, Giselle Navarro-Cruz- Alternate, Gina Rodriguez- Alternate

**Guests**

Rocio Bach, Laura Cardenas, Andrea Fernandez, Veronica Herrera, Craig Kirkwood, Abbe Land, Robin McConnell, Michelle Millan, Cynthia Renteria, Joyce Robinson, Carly Rosenstein, Tom Seifert, Elise Soto,

Amy Sullivan

**Staff**

Debra Colman, Leanne Drogin, Erica Weiss, Erica Torres-Ness, Julia Bruton