

# Annual Report and Summary Self Evaluation Findings for Fiscal Year 2025-26

## I. Survey Landing Page

The objective of this survey is to collect the information previously contained within Form CD 2934 and 2935: Local Child Care and Development Planning Council Agency Annual Report and Summary of Self Evaluation Findings to be submitted by the Local Planning Councils (LPCs). To complete this survey, please complete all fields. For any technical questions concerning the survey, please contact [RADDSurveyHelp@dss.ca.gov](mailto:RADDSurveyHelp@dss.ca.gov).

## II. Survey Content

### **SECTION: Contact and Agency Information**

1. LPC Coordinator or Agency Representative [textboxes]

a. Full Name

Debra Colman

b. Phone Number

(213) 639-6238

c. Email Address

dcolman@ph.lacounty.gov

2. Legal Agency Name [textbox]

Los Angeles County Board of Supervisors

3. Agency Address [textbox]

600 South Commonwealth Avenue, Suite 800, Los Angeles, CA 90005

4. Agency County(ies) [checkboxes]

Los Angeles

5. LPC Contract Number [textbox]

4018

6. Contract Amount [textbox]

435,456

### **SECTION: Important Dates**

7. Recent Self-Evaluation Completion Date

November 6, 2024

8. Recent Needs Assessment Submission Date (required every five years)

December 16, 2022

9. Recent Comprehensive Child Care and Development Plan Completion Date  
December 2019

10. Select current Fiscal Year/Program Year [multiple choice]  
FY 2025-2026

### **SECTION: WIC Compliance Status**

Note: LPCs will report data from the last Fiscal Year July 1, 2024 - June 30, 2025.  
You will now be selecting compliant or noncompliant based on the Statute.

**11. Welfare and Institute Code (WIC) 10485-10487 Involvement in Local Priority Setting Process [multiple choice]**

- a. Compliant
- b. Noncompliant

12. Explain examples of compliance findings [comment box]

**[This question will appear if A is selected in question 11]**

On May 1, 2025, the Child Care Planning Committee, which functions as the Local Child Care and Development Planning Council for Los Angeles County, submitted the Local Planning Council (LPC) Funding Priorities for the fiscal year 2024-25 to the California Department of Social Services (CDSS) and to the California Department of Education (CDE). The Local Planning Council (LPC) County Priorities Report Form was signed by Manuel Fierro, Chair of the Child Care Planning Committee (Planning Committee). The underlying data used to establish these priorities was sourced from the Early Learning Needs Assessment Tool (ELNAT), an assessment tool managed by the American Institutes for Research (AIR) through a subscription held by the California Child Care Coordinators Association. The data is from the 2020-2021 fiscal year since that is the most updated data available on ELNAT. It is important to note that current data would better reflect the evolving needs and priorities. Although the information helps create a snapshot of the early care and education system, the LPC Funding Priorities Report does not capture enrollment figures throughout all programs and the overarching needs of the community. Additionally, data from surveys conducted in 2023, as part of a collaborative effort between the Child Care Planning Committee and the Los Angeles County Office of Education (LACOE) Head Start and Early Learning Division, served to complement and enrich the available information within ELNAT.

The determination of these local priorities consisted of a comprehensive process and followed the priority-setting methodology prescribed by CDSS. During fiscal year 2023-24, the LPC Coordinator, Zenaida Meza, presented the LPC Local Funding Priorities report during a public hearing convened on April 5, 2023. Unfortunately, the ELNAT data has not been updated since the prior reporting period of fiscal year 2022-23. Consequently, the Planning Committee convened on April 2, 2025, and granted formal approval to submit the current data from the 2023-24 LPC Local Funding Priorities Report as valid and without changes to CDSS and CDE for fiscal year 2024-25. In June 2025, the LPCs were alerted that the AIR data contract was not being renewed. Currently, the LA County LPC is working with UC Berkeley to develop a robust early

care and education data system in partnership with LA County Public Health Center for Impact Evaluation, the LA County Office of Education, First 5 LA, and the Child Care Alliance of LA.

13. Explain examples of noncompliance findings [comment box]  
**[This question will appear if B is selected in question 11]**

14. **WIC Section 10485 Governance and Administration** [multiple choice]

- a. Compliant
- b. Noncompliant

15. Explain examples of compliance findings [comment box]  
**[This question will appear if A is selected in question 14]**

The Child Care Planning Committee (Planning Committee) successfully conducted a comprehensive needs assessment titled California County Local Child Care Planning Council Needs Assessment – Los Angeles 2022 (Needs Assessment) in 2022, including the LPC Needs Assessment template from the California Department of Social Services (CDSS). The data employed in the Needs Assessment was derived from diverse sources, including but not limited to the Early Learning Needs Assessment Tool (ELNAT), Child Care Alliance of Los Angeles acting on behalf of Child Care Resource and Referral agencies and Alternative Payment Program agencies, California Child Care Resource & Referral Network, the Los Angeles County Office of Education (LACOE) Head Start and Early Learning Division, California Department of Education, California Department of Developmental Services, Department of Public Social Service, US Census Bureau, Los Angeles County Department of Children and Family Services, and the Los Angeles County Department of Social Services. Beyond the preparation and submission of the template to the CDSS, Dr. Katie Fallin Kenyan presented the Needs Assessment to the Planning Committee on December 7, 2022, to facilitate substantive discussions focusing on emerging trends and shifts in child care supply and demand when compared with historical data from prior needs assessments. In 2024, a brief was released highlighting the data and possible systems improvement recommendations.

16. Explain examples of noncompliance findings [comment box]  
**[This question will appear if B is selected in question 14]**

17. **WIC Section 10486 (a)(f)(1)(C)(F)(G)(K)(5), 10487 Funding** [multiple choice]

- a. Compliant
- b. Noncompliant

18. Explain examples of compliance findings [comment box]  
**[This question will appear if A is selected in question 17]**

To ensure that the public has access to early care and education statistics, the Needs Assessment and Local Funding Priorities background data has been made publicly

available on the Office for the Advancement for Early Care and Education (OAECE) website, accessible at <https://childcare.lacounty.gov/planning-committee-2-2/>. Local agencies are strongly encouraged to utilize this data as a valuable resource for enhancing early care and education services within their respective communities. Furthermore, OAECE, acting on behalf of the Child Care Planning Committee (Planning Committee), provides technical support and guidance to early care and education programs seeking assistance in harnessing the data effectively. Also, OAECE utilizes the information in response to specific requests from the Board of Supervisors, with the overarching objective of informing policy positions and investment decisions within Los Angeles County.

19. Explain examples of noncompliance findings [comment box]

**[This question will appear if B is selected in question 17]**

20. **WIC Section 10486 (b)(1)(K)(2)(3)(4)(5)(7)(9)(10)(c)(d) Standards, Assessment, and Accountability** [multiple choice]

- a. **Compliant**
- b. Noncompliant

21. Explain examples of compliance findings [comment box]

**[This question will appear if A is selected in question 20]**

The Child Care Planning Committee (Planning Committee) has formal policies and procedures to govern membership recruitment and selection. These policies are aligned with the prescribed standards for the certification of membership. In addition, the policies and procedures outline the specific criteria for membership, encompassing aspects such as participation in ad hoc, voting procedures, and the overall meeting process. The guidelines are framed within the context of compliance with both the Brown Act and Robert's Rules of Order. The Certification Statement Regarding Composition of Local Child Care and Development Planning Council (Planning Committee) Membership was approved by the Los Angeles County Superintendent of Schools, the Los Angeles County Board of Supervisors authorized representative, and the Planning Committee Chair and submitted to California Department of Social Services on August 25, 2024. To ensure transparency, the Planning Committee's list of councilmembers is posted on the OAECE website at <https://childcare.lacounty.gov/planning-committee-2-2/>.

On February 5, 2025, the Governance Ad Hoc of the Planning Committee opened applications for the fiscal year 2025-26 and closed the open application window on March 21, 2025. The application period was extended from March 7, 2025 to March 24, 2025 for an additional outreach period. Outreach during the application process consisted of dissemination through Planning Committee member networks, OAECE's extensive email distribution lists, and targeted outreach to organizations focused on parent engagement efforts like Families In Schools, Community Voices, Inner City Struggle, and Community Coalition. Additionally, announcements regarding

membership recruitment were made during various Planning Committee meetings. In total, 63 applications were received, which was a 12% increase from the previous year.

The Planning Committee membership application process became more complex with the launch of Universal PreKindergarten (UPK). The Planning Committee was designated as the UPK Work Group in FY 22-23. To meet the UPK Work Group membership requirements, the Governance Ad Hoc aligned and integrated the UPK requirements within membership composition. In fiscal year 2024-25, the Planning Committee membership slate consisted of 50 prospective members, 33 of which were returning members and 17 were new additions. The selection process was designed to ensure diversity across Los Angeles County Service Planning Areas (SPAs), supervisorial districts, race/ethnicity and provider type.. This approach aimed to reflect the diverse communities and families served by early care and education programs. The selection process also insured compliance with the requirements of the UPK Work Group requirements. On June 4, 2025, the Planning Committee approved the FY 25-26 membership slate.

22. Explain examples of noncompliance findings [comment box]  
**[This question will appear if B is selected in question 20]**

23. **WIC Section 10485 (2)(g) Staffing and Professional Development** [multiple choice]

- a. **Compliant**
- b. Noncompliant

24. Explain examples of compliance findings [comment box]  
**[This question will appear if A is selected in question 23]**

On August 27, 2024, the Child Care Planning Committee (Planning Committee) launched its fiscal year 2024-25 meetings, with an orientation for new councilmembers and their alternates about their roles. The orientation served as an opportunity to introduce new members and alternates to required LPC deliverables, governance structure, operations, and expectations of councilmembers. Additionally, councilmembers were encouraged to become acquainted with the Planning Committee Manual, which contains its policies and procedures and is accessible on the Office for the Advancement for Early Care and Education (OAECE) website at <https://childcare.lacounty.gov/planning-committee-2-2/>.

At the Planning Committee General Meeting on September 4, 2024, four ad hocs were approved including: 1) Family Access, 2) Universal PreKindergarten Workforce, 3) Governance, and 4) Special Needs and Inclusion. Members and alternates were encouraged to join the ad hoc. During the Planning Committee meeting on November 6, 2024, the 4 appointees from the Child Care Planning Committee to the Joint Committee on Legislation (JCL) for FY 24-25-24 was announced. Appointees included Lester Garcia, Rachel Bocarsly, Patrick MacFarlane, and Lisa Wilkins. The JCL is a standing subcommittee that includes members from the Planning Committee and the Los

Angeles County Policy Roundtable for Child Care and Development Commission. Each ad hoc and subcommittee is led by co-chairs who present their work to the Planning Committee during general meetings. These ad hoc and subcommittees are an important mechanism for informing the Planning Committee's efforts.

As the Universal Pre-Kindergarten (UPK) Mixed Delivery Planning Grant Work Group, the Planning Committee is charged with integrating the ECE mixed delivery system into UPK. In FY 24-25, the Planning Committee in collaboration with Los Angeles County Office of Education (LACOE) and the Child Care Alliance of Los Angeles (CCALA), the anchor agency of the eight Los Angeles County R&Rs, hosted its second UPK Leadership Bridge Building Breakfast. The second UPK Leadership Bridge Building Breakfast, which took place on April 2, 2025, convened leadership from the Los Angeles County Office of Education (5 participants), Local Education Agency Superintendents and Assistant Superintendents (33 participants), Child Care Resource and Referral CEOs/Executive Directors/Program Leaders (23 participants), and Child Care Planning Committee leadership (4 participants). The breakfast was an opportunity for attendees to participate in a discussion with county-level leadership about the expansion of the UPK Mixed Delivery system and how community-based organizations may collaborate on strategies to work across systems. The Child Care Planning Committee, as the UPK Work Group, led the vision and intent for the breakfast. Due to a new no-cost extension from the California Department of Education, the Planning Committee will continue to provide guidance as a part of the Los Angeles County UPK Mixed Delivery Planning Grant through June 30, 2028.

In accordance with the established policies and procedures, the Planning Committee adheres to a formal process for selecting its chair and vice chair. The current chair, Manuel Fierro, and vice chair, Andrea Fernandez Mendoza, were elected for a two-year term during the Planning Committee meeting held on June 5, 2024. The chair and the vice chair have chosen to continue the thematic focus of the previous year, "Strengthening the ECE Community in Times of Change." The theme will inform the development of Planning Committee meeting agendas, creation of ad hoc, and the selection of guest speakers. On June 5, 2025, a motion was introduced by the late Dr. Diane Philibosian to create an additional vice chair as a mechanism to enhance leadership growth. The additional vice chair was approved by the Planning Council and will be added in FY 25-26 when the Planning Committee's policies and procedures are revised.

25. Explain examples of findings [comment box]

**[This question will appear if B is selected in question 23]**

26. **WIC Section 10486 (b)(3),(b)(A)(B)(D)(E)(H)(I)(J)(K)(5) Opportunity and Equal Educational Access** [multiple choice]

- a. Compliant
- b. Noncompliant

27. Explain examples of compliance findings [comment box]  
**[This question will appear if A is selected in question 26]**

The LPC Local Funding Priorities report is an important tool in supporting the early care and education system. This is a document that is informed by the Child Care Planning Committee (Planning Committee), which consists of parents/consumers, early educators, individuals from community and public agencies, and appointees of the Board of Supervisors. Setting the local priorities is a comprehensive process and follows the priority-setting methodology prescribed by CDSS. On April 5, 2023, the LPC Coordinator, Zenaida Meza, presented the LPC Local Funding Priorities report during a public hearing. The information utilized to establish the priorities was sourced from the Early Learning Needs Assessment Tool (ELNAT), an assessment tool managed by the American Institutes for Research (AIR) through a subscription held by the California Child Care Coordinators Association. Unfortunately, the ELNAT data has not been updated since the prior reporting period of fiscal year 2022-23. As a result, the Planning Committee convened on April 2, 2025, and granted approval to submit the data from the 2022-23 LPC Local Funding Priorities Report as valid and without changes to CDSS and CDE for the LPC Local Funding Priorities Report for fiscal year 2024-25. The LPC Local Funding Priorities Report for fiscal year 2024-25 was submitted to CDSS and CDE on May 1, 2025, endorsed by Manuel Fierro, Chair of the Child Care Planning Committee.

As required every 5 years, the Planning Committee completed a comprehensive Needs Assessment in 2022, utilizing the LPC Needs Assessment template prescribed by the California Department of Social Services (CDSS). In FY 24-25, the Child Care Planning Committee released a report based on the needs assessment entitled "Early Care and Education Access Brief. The background data associated with the Needs Assessment and the LPC Local Funding Priorities has been made publicly accessible on the Office for the Advancement for Early Care and Education (OAECE) website, which can be accessed at <https://childcare.lacounty.gov/planning-committee-2-2/>.

28. Explain examples of noncompliance findings [comment box]  
**[This question will appear if B is selected in question 26]**

29. **WIC Section 10485 (K)(3)(4)(6) Collaboration Activities** [multiple choice]  
a. Complaint  
b. Noncompliant

30. Explain examples of compliance findings [comment box]  
**[This question will appear if A is selected in question 29]**

The Child Care Planning Committee's (Planning Committee) always strives to have collaboration at the center of its work. In 2020, the Planning Committee, Policy Roundtable for Child Care and Development Commission, and Office for the

Advancement for Early Care and Education (OAECE) co-developed “A Unified Strategic Plan for Early Care and Education 2020-2025” (Strategic Plan) for the County of Los Angeles. The Strategic Plan uplifts the following priority areas: 1) Access, 2) Quality, 3) Workforce, and 4) Families and Communities. With the current strategic plan coming to an end in 2025, the Planning Committee is early in the development of a new 5-year plan.

Partnership is critical to the Planning Committee’s efforts. The Los Angeles County Office of Education (LACOE) is a key partner and the Planning Committee collaborates with LACOE to conduct an annual survey of subsidized ECE programs. The goal of the survey is to assess the availability of services for families meeting income eligibility criteria. By partnering with LACOE, the survey also encompasses enrollment data for Early Head Start and Head Start programs. The information gleaned in 2021 informed the development of LPC Local Funding Priorities and aided in the identification of communities with substantial service gaps. Also, the data highlights program services, distinguishing between part-day and full-day offerings, as well as instances of blending or coordinating between part-day State Preschool and Head Start programs to support the full-day needs of working families. This information is made accessible to agencies considering service expansion to better address the demand for full-day child care services among families. Furthermore, the data is shared with a diverse stakeholders engaged in the utilization of subsidized ECE services within Los Angeles County.

On a regular basis, the Planning Committee explores opportunities for partnerships with local stakeholders. For example, the Planning Committee holds a seat on the Quality Start Los Angeles Leadership Council, which serves as the regional quality improvement consortium. In FY 24-25, various stakeholders represented on the Planning Committee included the Child Care Alliance of Los Angeles (comprising a network of child care Resource and Referral agencies and Alternative Payment Program agencies), First 5 LA, LACOE, and SEIU Local-99. Planning Committee membership also includes various County departments, school districts, and community based organizations.

It is critical to state that Los Angeles County currently does not have a centralized eligibility list, primarily due to the removal of funding from the California budget. Given the extensive geographical expanse of the County, funding to design a centralized eligibility system is of the utmost importance. Currently, subsidized agencies maintain their own waiting lists.

31. Explain examples of noncompliance findings [comment box]  
**[This question will appear if B is selected in question 29]**

### **SECTION: Summary of Self-Evaluation Findings**

32. Describe the annual report process and who participated in the process. Describe the role and level of participation and contribution by parents, staff, Board of Supervisors, Superintendent of Schools, and your LPC members in the Self-Evaluation process.

*Include the **start and completion date** of your self-evaluation and annual report process. Include information regarding the **update** of the LPC Program Coordinator and LPC member handbooks to reflect the new requirements and documentation of the new self-evaluation process. [comment box]*

The Child Care Planning Committee (Planning Committee), serving as Los Angeles County's Local Child care and Development Planning Council, has delegated the responsibility for preparing the Summary of Self-Evaluation (Form CD 2935) to its Governance Ad Hoc. The Governance Ad Hoc comprises members of the Planning Committee who represent various stakeholders, including parents, early educators in both center-based and family child care settings, higher education institutions, as well as appointees from the Los Angeles County Board of Supervisors.

On October 27, 2025, the Governance Ad Hoc convened virtually via Microsoft Teams to review the key elements of the activities report in accordance with the corresponding California Welfare and Institutions Codes. The initial draft of the Summary of Self-Evaluation Findings was written by OAECE Director, Debra Colman, and the Governance Ad Hoc determined that the Planning Committee had achieved compliance in all seven areas for Fiscal Year 2024-25. These findings were subsequently presented by the Governance Ad Hoc to the Planning Committee via a draft of the Summary of Self-Evaluation and the Agency Annual Report on November 5, 2025.

The policies and procedures of the Planning Committee encompass all aspects of its operations, inclusive of its duty to fulfill mandates as outlined in the California Welfare and Institutions Code sections pertaining to local child care and development planning councils. The policies and procedures specify the current requisites for the preparation and submission of the Agency Annual Report and Self-Evaluation. The document undergoes a review and is adjusted as needed by the Governance Ad Hoc. Any revisions are then presented for approval to the Planning Committee for review and approval.

The most recent review of the Policies and Procedures was conducted in FY 23-24 by the Governance Ad Hoc on October 18, 2024 and October 24, 2024 and subsequently ratified by the Planning Committee on November 6, 2024. These revisions incorporated changes in subcommittee and ad hoc structure, attendance policy, and roles of the Chair and Vice Chair. The revised Policies and Procedures were electronically submitted to the California Department of Social Services on November 7, 2024.

33. Indicate the start date of your self-evaluation [date]  
7/01/2024

34. Indicate the completion date of your self-evaluation 11/5/2025

35. Certification [checkboxes]  
a. By checking this box, I certify that an agency Self Evaluation has been completed by this agency on the date specified above and that the

appropriate review instrument(s) were used.

b. By checking this box, I certify that at least one LPC Representative who participated in the agency's completed self-evaluation process (described above) has reviewed and approved this document.

36. Authorized Agency Representative or LPC Representative: [signature] Debra Colman

37. Name of LPC Chairperson or Representative who participated in the agency's completed self-evaluation process: [textbox]

Manuel Fierro

38. Date of LPC Chairperson or Representative Certification that confirms that the information submitted was validated upon completion: [date of submission]