

**TULARE COUNTY CHILD CARE PLANNING COUNCIL  
MINUTES**

Friday, December 12, 2008 9:00 – 4:00 p.m.  
McDermont Field House  
365 N. Sweetbriar Avenue  
Lindsay, CA 93247

Present: Karen Ball, Debbie Castro, Joe Engelbrecht, Cynthia Garcia, Sherri Glenn, Janet Hogan, Rita Jahnke, Tracy Martinez, Cara Peterson, Melissa Prado, Lenor Roman, Lois Sheffield, Tina Shirley (staff), and Vicki Wright.

Absent: Rosemary Caso, Brandi Clark, Karen Hansen, Edwyn Ortiz-Nance, Carolyn Rose, and Mary Thomas.

**I. CALL TO ORDER**

A. Welcome Introductions

Cynthia Garcia, Chair, welcomed everyone to the meeting and introductions were made.

**II. PUBLIC COMMENTS**

There were no public comments.

**III. REPORTS AND DISCUSSION**

A. Executive Committee

i. Form 700

Cynthia Garcia announced that all Council members are individually responsible for completing Form 700 Statement of Economic Interests. This must be done on an annual basis by April 1 of each year. Once completed forms should be submitted to the Planning Council Coordinator and will be kept in the Planning Council office. If members file prior to December 31, 2008 they must use the 2007/2008 form which was distributed in member packets. If members file after December 31, 2008, they must use the 2008/2009 form which has not yet been distributed.

All forms and further information may be obtained at the Fair Political Practices Commission website [www.fppc.ca.gov](http://www.fppc.ca.gov).

B. Inclusion Training

Cynthia Garcia informed members that the Executive Committee is recommending that the Council facilitate a team to participate in the *All of Us Together...Moving to Inclusion Institute*.

Staff provided a general overview which was also included in member packets.

**IV. ACTION ITEMS**

A. October Minutes

Janet Hogan made a motion to approve the October minutes as presented. Melissa Prado seconded the motion. The motion was carried.

#### B. Conflict of Interest Code

The conflict of interest code was presented at the October meeting and subsequently posted. No changes have been made, there have been no questions or comments and no public hearing was requested. Janet Hogan made a motion to approve the conflict of interest code as presented. Debbie Castro seconded the motion. The motion was carried.

#### C. Bylaws

The revised Council bylaws were presented at the October meeting. No changes have been made since that time. Debbie Castro made a motion to approve the bylaws. Sherri Glenn seconded the motion. The motion was carried.

#### D. Budgets

Cynthia Garcia informed the group that the Executive Committee met with Erika Delgado, Accountant, to revise the budgets based on the passing of the state budget. Both the LPC and the AB 212 budget amounts were restored to the amounts received last fiscal year. Cynthia also stated that the Executive Committee is working with Ray Chavez to clarify issues related to CCDAC and indirect costs and conflict of interest. The Executive Committee hopes to have these issues resolved by the February meeting.

##### i. Council

The draft revision to the Council budget was included in member packets. The total funding from the state is \$113,253. Cynthia Garcia stated that the following items have been adjusted:

- Due to the increasing workload staff's salary and benefits were increased back to full-time (this is an 80 - Council/20 - AB 212 split)
- \$2,500 was included for the Inclusion Training
- \$9,036 was included for summit preparation
- \$4,330 was included for other LPC activities

Janet Hogan made a motion to approve the presented budget, including increasing staff's schedule to full-time, with the understanding that a new budget will be adopted once the issues related to CCDAC and indirect costs are resolved. Karen Ball seconded the motion. Tracy Martinez opposed the motion. Lois Sheffield abstained. The motion was carried.

##### ii. AB 212

The draft revision to the AB 212 budget was included in member packets. The total funding from the state is \$315,225. Cynthia Garcia stated that the following items have been adjusted:

- Due to the increasing workload staff's salary and benefits were increased back to full-time (this is an 80-Council/20 -AB 212 split)
- There was an increase to \$269,424 for stipends

- \$4,345 for CCDAC has been added

Joe Engelbrecht made a motion to approve the presented budget, including increasing staff's schedule to full-time, with the understanding that a new budget will be adopted once the issues related to CCDAC and indirect costs are resolved. Debbie Castro seconded the motion. Lois Sheffield abstained. The motion was carried.

**V. NEXT SCHEDULED COUNCIL MEETING**

The next Child Care Planning Council meeting is scheduled for February 12, 2009.

**VI. ADJOURNMENT**

The meeting was adjourned to the retreat at 10:18 a.m.

**VII. RETREAT**

Dr. Jackie Ryle facilitated the Council retreat.