

**TULARE COUNTY CHILD CARE PLANNING COUNCIL  
MINUTES**

Thursday, February 12, 2009 3:00 – 5:00 p.m.  
7000 Doe Avenue, Visalia  
Aspen Room

Present: Karen Ball, Rosemary Caso, Debbie Castro, Cynthia Garcia, Janet Hogan, Rita Jahnke, Tracy Martinez, Cara Peterson, Melissa Prado, Lenor Roman, Carolyn Rose, Lois Sheffield, Tina Shirley (staff), Mary Thomas, and Vicki Wright.

Absent: Brandi Clark, Joe Engelbrecht, Sherri Glenn, Karen Hansen, and Edwyn Ortiz-Nance.

Guests: Danny Diaz.

**I. CALL TO ORDER**

A. Welcome Introductions

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

B. Chairperson Award

Cynthia Garcia, Chair, presented Rosemary Caso with this months Chairperson Award. Ms. Caso has been an active member of the Council and the YMCA generously donated the Business and Children awards.

**II. COUNCIL TRAINING**

Janet Hogan provided training on First 5 Tulare County. The July 2009 – June 2012 Strategic Plan was presented and reviewed.

**III. PUBLIC COMMENTS**

There were no public comments.

**IV. REPORTS AND DISCUSSION**

A. Executive Committee

i. Form 700

Cynthia Garcia announced that the 2008/2009 form and corresponding information are included in member packets. Forms need to be completed and submitted to staff by April 1, 2009. In addition, the Conflict of Interest Code has been forwarded to the BOS for approval.

ii. Retreat Follow-Up

The notes from the December 2008 retreat were included in member packets. Those assigned to the Tracking Discussion Group met prior to the Council meeting. In addition a

Discussion/Exploratory team to discuss the recommendations was developed, but were unable to meet before the Council meeting. Members discussed and agreed that it would be most effective to combine these two groups and have them work on revising and updating the strategic plan. Those on the committee are Cynthia Garcia, Janet Hogan, Karen Ball, Rosemary Caso, Lenor Roman, Joe Engelbrecht, Lois Sheffield, and Debbie Castro.

iii. Budgets

1. Council

- Cynthia Garcia stated that to date there has not been a resolution to all of the budget issues discussed at the last meeting. Cynthia Garcia relayed information that she received from Ray Chavez via email. Ray stated that Patty Blaswich, from TCOE Internal Business Services, would be available to meet with the Executive Committee to review the indirect rate and the administrative cost issue. She is busy the next two weeks, but wants to schedule a time to meet for the near future. The Executive Committee is to give Ray some available dates. In addition, Ray stated that he approved the one hour per day increase for the Planning Council Coordinator effective 2/1/09. He signed the document on February 11<sup>th</sup> on Lois Sheffield's behalf to process the reassignment of hours through TCOE Human Resources. That will formalize the process and set up the start up date. Finally, Ray stated that he is awaiting a response from County Counsel regarding the other issues

Due to the Coordinator not beginning the 40 hours a week until February, there will be an approximate savings of \$710.

A suggestion was made for the Council to have a booth at the Child Care Conference in April. The Council would distribute brochures, applications, and assessments at the booth. As a marketing strategy, it was suggested that the Council have cards for attendees to complete asking various questions about their knowledge of the Council and child care issues. These cards would then be put together and two drawn. Those attendees that were drawn would receive a basket of various marketing material. The cost for a booth is \$80. It was agreed that the Council would utilize \$80 from the Council Activities line item for a booth at the conference.

a. Read for Life

Cynthia announced that the Read for Life event is scheduled for April 25, 2009 in the old Ross building. In the past the Council sponsored the event in the amount of \$1,000 which provided them with a booth. In addition, Council members worked in shifts and a reading activity was done with the children as well as marketing items distributed. Information regarding the event was included in member packets. Read for Life is once again requesting a sponsorship.

Vicki Wright made a motion to utilize \$1,000 from Council activities for a booth at the Read for Life event. Janet Hogan seconded the motion. The motion was carried. Staff will send out an email for volunteers.

b. Council Shirts

Cynthia announced that the Executive Committee discussed the possibility of getting Council shirts. These shirts would be worn at outreach events such as the Child Care Conference and Read for Life event. Examples of various types of shirts were included in member packets.

Debbie Castro informed the Council that she researched the cost for shirts. If the Council were to put all three logos on the shirts then they would be extremely costly. If "Tulare County Child Care Planning Council" was on the shirts, the cost would be significantly reduced. There was some discussion and disagreement as to whether or not the logos should be on the shirts. A suggestion was made to purchase books to distribute to children rather than shirts.

After being unable to reach a resolution this item was table until the next meeting.

## 2. AB 212

Due to staff not beginning the 40 hours/week until February, there will be an approximate saving of \$183. It was agreed that this amount would be redistributed to stipends.

### B. Priority Setting

Priorities are due to the State May 30, 2009. There is a formula that LPC's are now required to use, but there is still room for local decisions. The priorities must be drafted by the next Council meeting so a public hearing can be held and a vote taken. The priorities then must be submitted to the Superintendent of Schools and Board of Supervisors for approval prior to them being submitted to the State. It was agreed that staff would develop the priorities based on the formula and then discussed at the April meeting. Immediately following the April meeting a public hearing will be held on the proposed priorities.

### C. Nominating Committee

The following names were drawn to serve on the Nominating Committee:

- Debbie Castro/Public Agency
- Joe Engelbrecht/Discretionary
- Sherri Glenn/Community
- Tracy Martinez/Consumer
- Lois Sheffield/Provider

Members discussed the possibility of changing the office terms to two years since the Council only meets bimonthly. This would require a bylaws change. Debbie Castro made a motion to amend the bylaws to reflect that Executive Committee officers shall serve two year terms with no more than two consecutive terms in the same office. Rita Jahnke seconded the motion. Rosemary Caso, Tracy Martinez, Vicki Wright, and Cynthia Garcia abstained. The motion was carried.

### D. Summit/Legislative Breakfast Committee

Staff gave an update on the activities of the committee. Minutes from the last meeting were included in member packets. Debbie Castro gave a brief report on potential marketing items and costs.

E. Inclusion Training

Cynthia Garcia gave an update on the activities of the Inclusion Team. The team has met twice with the facilitator. They will meet one more time prior to the institute. The institute is March 9 & 10, 2009 in Foster City. It was suggested that whatever plan is developed can become part of the Council's strategic plan.

F. AB 212

Staff announced that AB 212 applications were sent out and are included in member packets. The deadline is March 6, 2009.

**V. ACTION ITEMS**

A. December Minutes

Janet Hogan made a motion to approve the December 2008 minutes as presented. Debbie Castro seconded the motion. The motion was carried.

**VI. NEXT SCHEDULED COUNCIL MEETING**

The next Tulare County Child Care Planning Council meeting is scheduled for April 9, 2009 in the Aspen Room.

**VII. ADJOURNMENT**

The meeting was adjourned at 4:55 p.m.