

**CHILD CARE PLANNING COUNCIL  
OF YUBA AND SUTTER COUNTIES  
MINUTES  
August 28, 2007**

MEMBERS PRESENT: Sally Sokoloski, Carolee Catterall, Joyce Ash, Eva Teagarden, Lara Plaia, Leonardo Ramos, Lena Westman, Gaileen Bumgarner, Dulia Aguilar, and Terry Biladeau.

MEMBERS ABSENT: Sharen Cornils (E), JoAnne Aiello (E), Tresia Filby (E), Valli Elliott (E), Kathy Woods (E), Joan Davidson (E), and Lola Schroeder(E).

STAFF: Jorgine Rogers, Mary Pa Hang, and Rebecca Canada.

GUESTS: Deb Coulter – Sutter County Children and Families Commission; Jeff Holland – Sutter County Superintendent of Schools; Cathy Ferron – Ferron and Associates; Jennifer Wickliff – E Center Head Start.

**I. Introductions**

**II. General Information Sharing**

**III. Approval of June Minutes**

Terry made a motion to approve the June minutes, seconded by Sally. Motion carried.

**IV. Reports**

**A. Standing Committees**

1. Community Outreach - Lara gave an update on the Community Outreach Committee meeting including the Provider Health Kits and the Family Friendly Workplace Award.
  - a. *Family Friendly Workplace Award* – Jorgine reviewed the Family Friendly Workplace Award Logo Design Flyer and letter. The flyer and letter will be sent to schools to participate in the development of the logo design.
2. Quality Improvement and Capacity Building
  - a. *Leadership Institute* – Jorgine gave an update on the Quality Improvement and Capacity Building meeting including the Leadership Institute training dates and topics.
3. Public Policy –The Public Policy Committee did not meet.
4. Executive Steering – Terry gave an update on the Executive Steering Committee meeting.
  - a. *Member Recommendation* – Terry made a motion from the Executive Steering Committee that Yuba County Council applicants seeking appointment to the Council be submitted to the Yuba County Superintendent of Schools and Yuba County Board of Supervisors for appointment. Motion carried with two abstentions (Lena Westman and Carolee Catterall). Terry made a recommendation that Sutter County Council applicants seeking appointment to the Council be submitted to the Sutter Board of Supervisors and the Sutter County Superintendent of Schools for appointment. Motion carried with four abstentions (Leonardo Ramos, Gaileen Bumgarner, Dulia Augilar and Lara Plaia). (*See below for list of applicants recommended for appointment*).
  - b. *Needs Assessment Update* – Cathy Ferron gave an update on the Needs Assessment. Cathy Ferron and the Council discussed questions and issues related to the Needs Assessment.

## B. AB 212 & CARES Project Updates

1. AB 212 Project – Rebecca reviewed Yuba and Sutter County AB 212 Participant Eligibility Sheets for Fall 2007.
  - a. *Approve Eligible Participants* – Sally made a motion to approve the eligible participants for the Sutter County AB 212 Project, seconded by Terry. Motion carried with one abstention (Eva Teagarden). Lara made a motion to approve the eligible participants into the Yuba County AB 212 Project, seconded by Dulia. Motion carried.
  - b. *Approve Participants' Associate/Bachelor Incentives* – Lara made a motion to approve the Sutter County AB 212 Project participant's associate/bachelor degree incentives, seconded by Terry. Motion carried with one abstention (Eva Teagarden). Sally made a motion to approve the Yuba County AB 212 Project participant's associate/bachelor degree incentives, seconded by Lara. Motion carried.
  - c. *Approval of Training Plans for AB 212 One-Time-Only Funds* – Jorgine reviewed Marcum Illinois Union School District's application for the AB 212 One-Time-Only training funds. The Council discussed the plan and Sally made a motion to approve the Marcum Illinois Union School District's plan and funding request for the AB 212 One-Time-Only training funds contingent on the submission of a more detailed budget, seconded by Carolee. Motion carried.
  - d. *Discussion and possible approval of training level incentives for completion of Leadership Institute* – Jorgine reported on the training level incentives for completion of the Leadership Institute. The Council discussed the training level incentives. Terry made a motion to approve the training level incentives for the completion of Leadership Institute, seconded by Lena. Motion carried with one abstention (Eva Teagarden).
2. CARES Project – Rebecca reviewed the Participant Eligibility sheet for the 2007-2008 CARE's Project.
  - a. *Approve Eligible Participants* – Joyce made a motion to approve the eligible participants for the CARES Project, seconded by Terry. Motion carried with one abstention (Lena Westman).
  - b. *Discussion and approval of revised priority ranking system* – Jorgine reported that there are slots available for Track 3. Jorgine reviewed the draft applicant priority ranking system. Due to the high number of applicants for the remaining slots, the Council will have to use the "priority ranking system" to enroll eligible applicants. The Council discussed the Applicant Priority Ranking System. The Council agreed to update the ranking system and use the following criteria to determine applicant priority:
    - Providers care in area of high need:**
      - a. special needs children (4 pts)\*
      - b. uses language other than English with client or client's children\*\* (4 pts)
      - c. infants (3 pts)
      - d. serves a geographic area of low capacity (2 pts)
    - Time worked in early care and education:**
      - a. 1-5 years (3pts)
      - b. 6-8 years (7 pts)
      - c. 9 years and above (8 pts)

Sally made a motion to approve the Applicant Priority Ranking criteria to determine applicant priority, seconded by Gaileen. Motion carried with one abstention (Lena Westman).

- c. *CARES Reports* – Jorgine gave an update on the State and County CARES Reports.

**C. Budget Update**

1. Approve 2007-2008 LPC Budgets – Jorgine reviewed the FY 2007-2008 Budget. Sally made a motion to approve the FY 2007-2008 LPC Budgets, seconded by Terry. Motion carried.
2. Review Year to Date LPC Expenses - Jorgine reviewed the budget report. There were no questions.

**D. Update on First 5 Commissions**

1. Sutter Co. CFC – Deb Coulter reported on the Sutter County Children and Families Commission’s Smile Program and Toolbox for Tots. There is no August meeting.
2. First 5 Yuba – Jorgine reported that she will be presenting at the next First 5 Yuba Commission meeting regarding the CARES Project. She reported that the Commission has a new Executive Director.

**V. Old Business**

- A. CCPC Vision Statement-Follow-Up to Council Training** – Item moved to next meeting.

**VI. New Business**

- A. Election of 2007-2009 Council Officers** – Jorgine reviewed the 2007-2009 slate of Council Officers. Leonardo made a motion to approve Sharen Cornils as Chair, Eva Teagarden as Vice-Chair and Lara Plaia as Secretary, seconded by Lena. Motion carried with two abstentions (Eva Teagarden and Lara Plaia).

**VII. Report from Staff**

Jorgine reviewed the materials in the Council packets. Lara requested staff send to Play in the Early Years: Key to School Success area centers. Jorgine asked the Council for possible Council Training topics.

**VIII. Good of the Order**

**IX. Adjournment**

Lara made a motion to adjourn the meeting at 2:33 p.m., seconded by Sally. Motion carried.

**The next meeting is September 25, 2007 at 1:00 p.m.**

NAME	CATEGORY/APPOINTMENT	COUNTY
Kathy Woods*	Child Care Provider/Board of Supervisors	Yuba
Melissa Gianelli	Community Representative/Superintendent of Schools	Yuba
Lena Westman*	Discretionary/Superintendent of Schools	Yuba
Carolee Catterall*	Discretionary/Board of Supervisors	Yuba
Jennifer Wickliff	Parent Consumer/Superintendent of Schools	Yuba
Bridgette Sparlin	Public Agency Representative/Superintendent of Schools	Sutter
Leonardo Ramos*	Community Representative/Superintendent of Schools	Sutter
Gaileen Bumgarner*	Discretionary/Board of Supervisors	Sutter
Dulia Aguilar*	Parent Consumer/Superintendent of Schools	Sutter
Lara Plaia*	Parent Consumer/Superintendent of Schools	Sutter