



Lake County Child Care Planning Council

P.O. Box 627
Lower Lake, CA 95457
707/994-4795 • 707/994-7948 FAX

Lake County Child Care Planning Council Meeting Minutes

October 16, 2008, 6:30p.m.
DSS Conference Room

15975 Anderson Ranch Parkway, Lower Lake

- **Call To Order:** 6:34pm; Gina Griffin, Co-Chair
- **Introductions:**
 - Present: Cindy Adams*, Christine Bartholomew*, Laurie Daly*, Kim Gentle*, Ester Gould*, Gina Griffin*, Joann Matz*, Katrina McDonnell*, Elaine Robinson*, Joy Swartz*, Michele Tarry*, Tracie Thill*, Cheryl Graves, Shelly Mascari, Dave Geck, Gloria Bradford, Claudia Mancilla, Mary Borjon,
*Denotes voting member
 - Members Absent: Julie Blevins, Bonnie Bonnett, Jamie Castaldo, Louise Garrison, Tom Jordan, Molly Keithly, Chris Thomas
- **Announcements/Correspondence:**
 - Openings were announced for an R&R Specialist at NCO and a Health and Nutrition Coordinator at Lake Family Resource Center.
- **Additions to the Agenda:**
 - None
- **Public Expression:**
 - A thank you and recognition from the County Office of Education were given to the early care and education community of Lake County for the essential role that quality child development programs play in bridging the achievement gap.
- **Approval of Minutes:**
 - Michele moved to approve the August meeting minutes; Laurie seconded the motion. Tracie, Joann and Christine abstained. Motion carried.
- **Business:**
 - Annual Report:
A meeting was held at 5:30pm prior to the regular meeting for completion of the CD2934 annual report. Copies of the report and guidelines were shared.
 - Desired Result #1:
Copies of Desired Result #1 from the 5-Year plan were shared with objectives for meeting set goals. Discussion on the website was held including the "Ask the Council" feature, links to grant information and advocacy resources. Additionally, discussion was held on the development of a flow chart for child care resources in the county, the new LPC newsletter, collaboration with other child care programs in the county, a



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map reflecting available child care and unfulfilled needs, accreditation incentives for programs and collaboration with the Family Child Care Association. (See attached outline of tasks)

- Parade of Lights Opportunity:
A holiday “Parade of Lights” will be held in Clearlake on December 6, 2008. The Council will look at participation in the July 4th parade.
- **Program Reports:**
 - **Book Club:**
Due to time restraints, discussion on the book club will be held next month. The mentor program is currently reading *Ready or Not* as well. Elaine will share questions generated from their discussions.
 - **AB212 Spring Stipend Update:**
Programs as a whole will have the option this Spring to choose their preferred month of payment. Cuts to the AB212 program may be restored.
 - **Coordinator’s Report:**
Information on an upcoming Professional Growth Advisor training was shared; Discussion followed about the different advisor programs in the county. Shelly will meet with Elaine, Joann and Rani prior to the Professional Growth Advisor training for further discussion. The Quality Care Conference will be held on October 25, 2008. A reduced student rate of \$35 has been established with a deadline of October 20, 2008 to register with proof of enrollment. A volunteer sign-up sheet was passed around for the conference and a big thank you was given to Joy for her efforts with the raffle prizes. Cuts to the LPC budget may be restored.
- **Upcoming Meetings:**
 - MCAH: 2nd Thursday of the month; 8:30am; Mendo Lake Credit Union
 - First 5: October 27, 2008; 1:30; Lake County Career Center, Lakeport
 - Quality Care Conference; October 25, 2008; Yuba College Clear Lake Campus
 - REAEYC Fall Social: November 3, 2008
- **Next LPC Meeting: Thursday, November 20, 2008; 6:30-8:00pm; LCOE Kesey Room, 1152 S Main St, Lakeport**

Elaine moved to adjourn the meeting at 7:50pm; Cindy seconded the motion. Meeting adjourned.



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Desired Result #1

A wide variety of quality child care, early education and support services are available and accessible throughout Lake County

Action Plan

From 10/16/08 Council Meeting

Action Item 1

Website

Update Ask the Council feature.

- Team will be assembled to review all answers before they are posted.
[Shelly Mascari](#)
Responses to team request as of 11/04/08: Katrina McDonnell, Laurie Daly
- Whenever possible utilize links to other sites in answers to validate responses.
[All](#)
- Research possibility of categorizing questions/responses on website.
[Shelly Mascari](#)
Waiting response from website company.
- Research disclaimer to add regarding answers. [Shelly Mascari](#)
The two LPC sites that have an "Ask" feature do not have any disclaimer.
- Phase two will be translate questions/answers into Spanish. [Shelly Mascari](#)
- Keep answers at 4th grade reading level. [All](#)

Question/Answer Volunteers:

(Please email all questions and responses directly to Shelly.)

For ideas on questions and answers, visit: <http://www.acgov.org/childcare> and <http://santa-monica.org/hsd/services/1ctfaskjulie.htm>

Special needs questions/answers: [Mary Borjon](#)

(Possible question: I have concerns about my child's development. Where do I go? I am concerned about my child's behavior; whom should I talk to?)

Potty training: [Gina Griffin](#)

(Possible question: My child is three years old and he's not potty trained. What do I do?)

Director Help: [Katrina McDonnell](#) (as mentor director)

Child Abuse: [Christine Bartholomew](#)

CEL: [Shelly Mascari](#)

Preschool Enrollment: [Elaine Robinson](#)



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(Possible question: What documents do I need when enrolling my child in preschool?)

How to become childcare provider: [Joann Matz](#)

Grant Information links

All members forward any grant emails, links or news to Shelly. [All](#)
As a starting place, add grant website links to our site: First 5, NCO, CDE postings, Even Start (Gina get link to Shelly), Bananas, KCET [Shelly Mascari](#)

Advocacy

All members forward any advocacy emails, links or news to Shelly. [All](#)
As a starting place, add advocacy website links to our site: CCDAA, PACE, Mentor Program [Shelly Mascari](#)

Action Item 2

LPC Organizational Flow Chart

Locate copy of matrix started by Laurie Daly and Sue Perry. [Laurie Daly/Shelly Mascari](#)
Laurie Daly emailed copy to Shelly. Will have available at next council meeting for review and brainstorm.

Action Item 3

LPC Newsletter

Develop a Resource Email to be sent out every two weeks or so in place of copies of information at meetings. [Shelly Mascari](#)

Check out Region 1 yahoo newsgroup for ideas. [Michele Tarry/Shelly Mascari](#)

Develop newsletter. [Shelly Mascari](#)

Action Item 4

Greater collaboration with Migrant Head Start/E-Center

Kim Gentle and Mary Borjon have given contact info to Shelly. Shelly has left messages. Will continue to attempt to make connection. [Shelly Mascari](#)



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Action Item 5

Map/Poster of Lake County Childcare indicating needs, resources, licensed, unlicensed, etc.

Show poster drawing at next meeting. [Christine Bartholomew](#)

Research Electronic ideas, such as Region 1 after school advisory site.
[Michele/Shelly Mascari](#)

Attend GIS mapping workshop 11/19. [Shelly Mascari](#)

Action Item 6

Create ongoing accreditation support to increase accredited programs.

Research idea of different quality award program – must be criteria-based, quantifiable.
[Shelly Mascari](#)

Research idea of creating an LPC portfolio of support resources for any program that wants to pursue accreditation – Accreditation Resource Tool on website. [Shelly Mascari](#)

Link to NAFCC on our site – “To see accredited providers in your area, click here...”
[Shelly Mascari](#)

Research AB212 program that have accreditation as a stipend category for 09/10. [Shelly Mascari](#)

Tracie Thill to be lead council resource for accreditation questions.

Action Item 7

Increase collaboration with FCCA.

Joann Matz is working on greater collaboration.

Shelly is attending meetings and offering support.