



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

June 18, 2009, 6:30p.m.
Yuba College Clear Lake Campus
15880 Dam Road Ext, Clearlake

- **Call To Order:** 7:04pm; Gina Griffin, Co-Chair
- **Introductions:**
 - Present: Christine Bartholomew*, Elaine Robinson*, Sara Brucker, Chris Thomas*, Michele Tarry*, Gina Griffin*, Racheal Breeze-Harmon*, Louise Garrison*, Joann Matz*, Katrina McDonnell*, Gloria Bradford, Haji Warf
*Denotes voting member
 - Members Absent: Cindy Adams, Julie Blevins, Bonnie Bonnett, Laurie Daly, Kim Gentle, Ester Gould, Vicki Hays, Joy Swartz, Tracie Thill
- **Announcements/Correspondence:**
 - First 5 mini-grants have been released. "Mother Wise" trainings for those interested in volunteering to spend time with new moms will be held July 13, 2009. A free summer food program is being offered in the Konocti School District for children ages 0-18 for the duration of summer vacation.
- **Additions to the Agenda:**
 - None
- **Public Expression:**
 - None
- **Approval of Minutes:**
 - Katrina moved to approve the March meeting minutes; Gina seconded the motion. Louise, Racheal and Christine abstained. Motion carried. Christine moved to approve the April meeting minutes; Racheal seconded the motion. Christine abstained. Motion carried.
- **Resource Library:**
 - Samples of die-cuts from the resource library were shared.
- **Business:**
 - Letter of Support Policy:
Shelly shared a packet of information on what other counties do with requests for letters of support. Shelly proposed adding a paragraph to the By-Laws regarding letter of support policy. Christine moved that Shelly draft the By-Laws paragraph, as well as a letter of support and form for future requests; Louise seconded. Motion carried.
 - Shelly and Gina met with Leslie Lovejoy on May 22nd to discuss plans for the retreat. The retreat will be held on August 7th at the Sutter Lakeside Wellness Center from 11:00am to 3:00pm.
 - Needs Assessment:
Discussion was held on updating the Needs Assessment including formatting and content. Suggestions included looking into how other agencies are using the



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current Needs Assessment, State requirements, population trends for Lake County and how the Needs Assessment will be shared when finished. A workgroup will meet to continue work on the update.

- **Quality Statement:**
Copies of a draft quality statement were shared and members were asked to review over the summer. The final statement will be completed in September.
- **Program Reports:**
 - **Coordinator's Report:**
Shelly gave an update on Desired Results projects including the matrix, quality rating system, accreditation resources, booth for local events and outreach plans. The 2009/2010 LPC meeting schedule was discussed including holding two daytime meetings per year. Shelly will send out a meeting schedule before the end of June. Award dinner successes, suggestions and funding for next year were discussed. A workgroup for the Steps to Leadership program will meet on June 24, 2009 at 10:00am at the Lower Lake LCOE office. Steps to Leadership program materials were shared.
- **Upcoming Meetings:**
 - MCAH: Second Thursday of the month; 8:30am; Mendo Lake Credit Union
 - First 5: June 24, 2009; 1:30pm; Lake County Career Center, Lakeport
- **Next LPC Meeting: Friday, August 7, 2009; 6:00pm; Planning Retreat; Sutter Lakeside Wellness Center, 5176 Hill Road East, Lakeport**

Joann moved to adjourn the meeting at 8:00pm; Christine seconded the motion. Meeting adjourned.