



# MARIN COUNTY CHILD CARE COMMISSION

## DRAFT MEETING MINUTES

A regular meeting of the Marin County Child Care Commission was held on Tuesday, February 7, 2017 at the Marin County Office of Education – 1111 Las Gallinas Ave. San Rafael

### 1. Call to order\*\*

Roll Call

*Commissioners present at roll call:*

*Thomsky, Lau, Beardsley, Pineda, Andrade-Wolf, Johnson, Godinez, Lombardi, Barton, Trahan*

*Commissioners absent at meeting: Negussie, Sanchez\*, Romo, Jacklin\*, Myers, Fierro.*

*Staff present: Ericka Erickson*

*Guests: Sarah Grewe*

### 2. Approval of/Revisions to Agenda \*\*

*M/s/c Traham/Lombardi, the matter passed 10-0 to approve and adopt the agenda with the following amendment:*

*Change of the order of agenda items – Agenda #7 to #5 and #6.1.b. to #6.*

### 3. Public (non-members) Comment on Non-Agendized Items

Guests: No members of the public wished to speak.

### 4. Consent Calendar\*\*

*M/s/c Andrade-Wolf/Trahan; the matter passed 9-0 (with one abstention by Commissioner Godinez) to approve the adoption of the item on the Consent Calendar:*

*4.1. MC4 Meeting Minutes of November 1st, 2016*

### 5. Hot Topic: Our 2017 Draft Policy Platform

*After review and discussion, M/s/c Andrade-Wolf/Johnson; the matter passed 10-0 to approve the Commission's 2017 Policy Platform with the following edits:*

- Priority statement #1: Inclusion of the word "equal" in the*
- Priority statement #3: Replacement of the word "ensure" with "Champion equitable"*

*The final version of the 2017 Policy Platform is enclosed and considered as part of the meeting minutes.*

### 6. Executive Committee – Action Item

*M/s/c Johnson/Godinez; the matter passed 10-0 to approve the inclusion of the Marin County Child Care Commission as a signatory in the joint Early Childhood Education Coalition Response to the Proposed 2017-18 Budget letter.*

### 7. Coordinator's Report

The Coordinator shared updates about the Commission's work based on the strategic workplan, which is attached and considered as part of the meeting minutes.

**8. Committees' Report & Updates\*\***

Committee members shared highlights of their work in the last months based on the strategic workplan, which is attached and considered as part part of the meeting minutes.

**9. Member Announcements**

Commissioners and guests shared announcements.

**9. Adjourn**

M/s/c Johnson/Andrade-Wolf; the matter passed 8-0 to adjourn the meeting. Chairperson Tomsy adjourned the meeting at 5:00pm.

\*Absent without notice.

These are draft notes and will be reviewed by the Marin County Child Care Commission at its regular meeting on Tuesday, April 4<sup>th</sup>, 2017.

# 2017 Policy Platform

Consistent with the Marin Child Care Master Plan 2014-2019, the Marin County Child Care Commission develops an Annual Policy Platform with recommendations and strategies. In 2017, the Commission is especially supporting the advancement of the following priorities:

## 1. Create a local sustainable source of funding to ensure equal access to quality preschool, child care and afterschool programs for Marin's children.

- ✓ Support **Marin Strong Start Coalition's** efforts

## 2. Build a streamlined subsidy reimbursement system that reflects the actual current cost of high quality care and early education.

- ✓ Advance advocacy efforts for a **sustainable and systematic increase of the California reimbursement rates** for child care and development programs
- ✓ Highlight existing and explore new **local sources of revenue that could complement the State Reimbursement Rate**

## 3. Champion equitable compensation levels for the workforce that are adequate for effective recruitment, development, and retention of professionals.

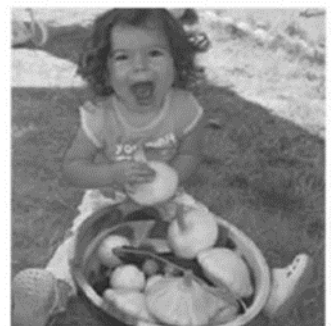
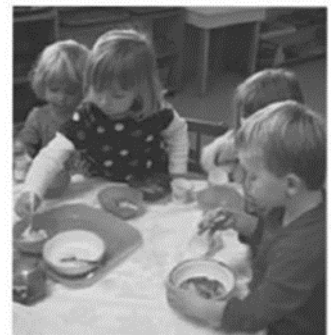
- ✓ Advocate for a **minimum wage increase that reflects the level of a living wage**
- ✓ Support the **expansion of other key compensation elements**

## 4. Increase investments and promote strategies that increase the accessibility and affordability of early care and education services for all children.

- ✓ Support advocacy efforts related to the adjustment of **income eligibility ceilings for subsidized child care**

## 5. Promote integration of early care and education in land use and planning

- ✓ Highlight the need for **construction or renovation of facilities in neighborhoods with unmet needs**
- ✓ Raise awareness about the opportunity to increase **landlords' acceptance of family child care providers as tenants**



# **STRATEGIC WORKPLAN 2014 – 2019**

## **Part 3: 2016 – 2017**

### **CONTENTS**

**Page 2-3: Policy & Advocacy Workplan**

**Page 4-5: Workforce Development Workplan**

**Page 6-7: Capacity Building Workplan**

**Updated on February 7<sup>th</sup>, 2017**



**Strategic Goal #1: MC4 will advocate for access to high quality child care for all families living in Marin County**

**Objective #1: Key stakeholders will have increased knowledge of early care and education and out of school time needs in Marin County**

**Expected Outcomes (In order of priority):**

**Outcome 1.** Board of Supervisors will seek out the Commission as a key informant on community issues

**Measure 1** - As community issues impacting families are discussed, the Commission is sought out for guidance and/or position

**Outcome 2-** Stakeholders will utilize the information provided by the Commission in their own strategic decision-making

**Measure 2** - As funds become available for expansion, Commission recommendations impact allocation decisions

**Outcome 3-** The Commission will be viewed as a leader in the community on issues related to access and quality

**Measure 3** - Increase in new partnerships, increase in the number of meetings the Commission is asked to participate in.

Strategies (In order of priority)	Resources Needed	Person(s) Responsible	Due Date	Date Complete d	Outcomes/Notes
<p>1. Engage in ongoing information/data collection/analysis/dissemination on issues of access and quality.</p> <p>1.1. Seek out quantitative and qualitative data elements, including zip code priorities, numbers of children with special needs, feedback from providers and from partner organizations on issues identified in our Master Plan (e.g. curriculum, assessment, facilities, professional development, parent/family needs, concerns and engagement, challenges accessing care, minimum wage, Transition Kindergarten -TK).</p>	<p>- Budget for data collection (time, subscriptions, technology needs) and analysis</p>	<p>Coordinator, Access and Coordination Committee Members</p>	<p>Zip codes: April 2017</p> <p>Continuous as needed and in response to legislative priorities</p>		<p>Update: Local Priorities Task Force <u>created</u>. Overview webinar hosted. Slot Survey created.</p> <p>Next steps: 1) Distribute slot survey to contractors</p>
<p>2. Enhance our communication infrastructure with the launch of a website and/or e-newsletter. Include as staple elements topics such as the Marin Strong Start.</p>	<p>- Web tools (e.g. Wordpress,</p>	<p>Coordinator, Access and Coordination</p>			<p>Update: Weekly Update for Commissioners created and distributed. Beta version of the</p>

Link to website!  
on weekly update

	<p>Constant Contact, Mail Chimp) - Staff and Commissioners' time</p>	<p>Committee Members</p>			<p>website ready for review. Official approval planned for April 5<sup>th</sup>.</p> <p>Next steps: 1) Review and approval by Committees (including a list of stakeholders that will receive updates (e.g. MC3, Licensing, County BOS) 2) Create an annual calendar of commemorative dates related to ECE (e.g. workforce survey results)</p>
<p>3. Develop and publicize recommendations/position statements to address <u>emerging policy priorities</u> for the County. (e.g. Child care facility at Grady Ranch development, transit hubs, and housing)</p> <ul style="list-style-type: none"> <li>• Support Marin Strong Start – some activities can include: partner with Parent Voices (training, knock on doors), and host meetings about it at the Title V Centers.</li> <li>• Support/spread the word about Worthy Wage Campaign</li> <li>• Continue to monitor Grady Ranch development to include/ensure consideration of an early education facility in the project.</li> </ul>	<p>- Email distribution list of key stakeholders -Staff and Commissioners' time</p>	<p>Coordinator, Access and Coordination Committee Members</p>	<p>As needed (at least quarterly)</p>		<p>Update: Commission worked on the Strong Start measure and commissioners individually supported the campaign. Update on state bills shared weekly (weekly update) and letters of support are being submitted as needed.</p> <p>Next steps: 1) Update platform on policy priorities 2) Include materials related to the Worthy Wage campaign on the website. Commissioners craft letters/oped with in partnership with other orgs. Re. workforce.</p>

**Strategic Goal #2: MC4 will examine the early care and education and out of school time workforce talents and needs**

**Objective #2: The MCCC and community stakeholders will have improved knowledge about the early care and education and out of school time workforce, including their talents, needs and impact of training programs offered**

**Expected Outcome:**

- **Outcome 1** - Data is used and valued by stakeholders to inform policies and practices related to workforce development

**Measure 1** – Commission data and recommendations impact decisions regarding training and professional development, compensation, recruitment practices, etc.

Strategies and Tasks (In order of priority <sup>1</sup> )	Resources Needed	Person(s) Responsible	Due Date	Date Completed	Outcomes/Notes
1. Produce a one page workforce pathways document that can be posted online and shared with partners	Staff and Commissioners' time for research and design of document	Coordinator, Quality and Workforce Committee Members			Update: Draft document created by subcommittee and being currently reviewed.  Next step: Approve final version of the document and share with the general public.
2. Ensure that local conversations (re: Strong Start) include the workforce diversity and wages. <ul style="list-style-type: none"> <li>● Learn what other local areas are doing – Re: Living wages vs. minimum wages and impact on ECE</li> <li>● Invite experts to support our efforts</li> </ul>	Staff and Commissioners' time for research and relationship building	Coordinator, Quality and Workforce Committee Members			Update: Subcommittee working on engaging representatives from Center for the Study of Child Care Employment  Next step: Subcommittee planning a community education event/forum for Spring 2017
4. Reach out to partners to identify opportunities to support trainings that meet the needs of the	- Web tools (e.g. Wordpress, Constant	Coordinator,			Update: Convening with ECE Professional Development

<sup>1</sup> As prioritized at Commission Meeting on October 6, 2015

<p>workforce and to disseminate information about professional development events/workshops.</p> <p>4.1. Support the potential creation and sustainability of a Professional Development Collaborative</p>	<p>Contact, Mail Chimp, Social Media)</p> <p>- Documents previously developed by the Commission (e.g. MOU)</p>	<p>Quality and Workforce Committee Members</p>			<p>Stakeholders held in February 2017. Quarterly meetings with the group planned. Info about professional development opportunities shared through social media.</p> <p>Next steps: <i>Host quarterly meetings with the ECE Professional Development Stakeholders. Continue sharing info about PD opportunities – enhance database with ECE professionals</i></p>
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**Strategic Goal #3: Build member capacity to carry out the mission of the Commission**

<p><b>Objective #3: Commission members will be able to understand and articulate the Commission’s vision, mission, strategic objectives, and the value of the Commission to the community</b></p> <p><b>Expected Outcomes (listed in order of priority)<sup>2</sup>:</b></p> <p><b>Outcome 1</b> - Improved recruitment of a diverse membership  <b>Measure 1</b> – Commission composition reflects the diversity of the ECE field in Marin</p> <p><b>Outcome 2</b> - Increased satisfaction of Commission members  <b>Measure 2</b> – The majority of commissioners finds serving on the Commission a valuable and gratifying experience</p> <p><b>Outcome 3</b> - Improved retention of Commission members  <b>Measure 3</b> – Increased number of Commissioners finishing their term and applying for a new term</p>					
Strategies and Tasks (In order of priority <sup>3</sup> )	Resources Needed	Lead	Due Date	Date Completed	Outcomes/Notes
1. Seek additional funds to increase staff capacity to implement the strategic plan	Coordinator time/Time at Executive Meetings	Coordinator,	Ongoing		Update: Opportunity to follow the model of the

<sup>2</sup> As prioritized at Commission Meeting on October 6, 2015

<sup>3</sup> As prioritized at Commission Meeting on October 6, 2015



<p>- Monitor local/state/federal funding opportunities that are aligned with our goals (Conduct initial research to create a list of potential sources)</p>		Executive Committee Members			<p>Women's Commission by getting a 501c33 Fiscal Sponsor.</p> <p>Next steps: Continue seeking funding opportunities. Approach Board of Supervisors with request for 5 year Needs Assessment/Master Plan.</p>
<p>2. Create and implement Commissioners' Capacity Building Program</p> <p>- Build the capacity of Commissioners, especially using technology tools available (e.g. gotowebinar.com and project management websites)</p>	<p>Online tools (e.g. Gotowebinar.com)</p> <p>Staff and Commissioners' time</p>	Coordinator, Executive Committee Members	Ongoing		<p>Update: Webinars/Web Conference Calls held and recorded on Orientation for New Commissioners and the State Budget/Legislation. Orientation &amp; Networking luncheon for new commissioners held in January</p> <p>Next Steps: Host periodic Orientation &amp; Networking Luncheons. Meet with new commissioners individually/buddy system.</p>
<p>3. Develop guidelines for selection of new Commissioners</p>	<p>Staff and Commissioners' time</p>	Coordinator, Executive Committee members	April 2017		<p>Update: Coordinator researching current criteria adopted by other LPSs</p>