

MARIN COUNTY CHILD CARE COMMISSION

MEETING AGENDA

Tuesday, February 6, 2018 – from 3 to 5 pm

At The Marin County Office of Education, 1111 Las Gallinas Ave., San Rafael, CA (Board Room)

1. Call to order

Introductions/Roll Call, Inspiration
Chair action and information
[Go around – all]

2. Approval of/Revisions to Agenda (Action Item)

Agreement on topics for meeting
[Unanimous Consent action item, unless there are objections/changes]

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

This is an opportunity for the public to direct questions or comments related to the Commission concerning matters not on the agenda. No action can be taken by the Commission unless the matter is placed on a subsequent agenda.
[Comments (Max. 3 minutes per speaker)]

4. Consent Calendar⁺ (Action Item)

Meeting Minutes of November 7, 2017
Approve record of previous meeting
[Unanimous Consent action items, unless there are requests to remove an item from Consent.]

5. Hot Topics

5.1. Marin County Individualized Subsidy Pilot Plan

5.1.1. Pilot Plan Overview Presentation

5.1.2. Review Proposal by Mission Analytics and consider authorizing request of funds to First 5 Marin⁺ (Action Item)
[Presentation, discussion, vote]

5.2. Our 5 Year Needs Assessment and Master Plan

5.2.1. Overview and Timeline

[Presentation, discussion]

5.3. ECE, State Budget and Legislation

5.3.1. Overview and Timeline

[Presentation, discussion]

5.4. Our 2018 Policy Platform

5.4.1. Review Draft Version and Consider Approval⁺ (Action Item)

[Presentation, discussion, vote]

6. Coordinator's Report

Update on Coordinator's work
[Report]

7. Committees' Updates & Actions

Share updates on progress based on annual workplan
[Presentation, open discussion, vote on action items]

Commissioners

Heidi Tomskey
Chair

Ana Andrade-Wolf
Secretary/Treasurer

Kelsey Lombardi
*Quality & Workforce
Committee Chair*

Ana Rasquiza
Arleen Uryu
Carol Barton
Elaini Negussie
Jason Lau, PhD
Jayne Johnson
Josie Sanchez
Laura Trahan
Lourdes Romo
Sarah Grewe
Saul Godinez
Tanya Myers
Xochitl Fierro



7.1. Executive Committee

7.1.1. Commission Operations

7.1.1.1. Budget Update + **(Action Item)**
[Presentation, discussion, vote]

7.1.1.2. Election of Vice-Chair: Dr. Jason Lau **(Action Item)**
[Discussion, vote]

7.2. Quality & Workforce Committee

[Report]

7.3. Access & Coordination Committee

[Report]

8. Local Issues and Member Announcements

8.1. Community Action Marin – Child Development Program

Updates by Max Perrey, Chief of Staff at Community Action Marin

8.2. Other updates and announcements

[Announcements]

9. **Adjourn (Action Item)**

[Unanimous consent]

** = action item (action may also be taken on any item on the agenda). *Quorum required for action today: 9 members.*

[] = Process

+ = Related document enclosed or to be presented at meeting

The quorum for this meeting is 8 commissioners. In the event a quorum is not present those attending will meet as an ad hoc committee to discuss business contained in the agenda and to vote to recommend actions to the Commission.

The Marin County Child Care Commission's mission is to lead and support countywide plans and advocacy efforts to ensure access to high quality early care and education services.



In accordance with the Americans with Disabilities Act, if you need special assistance (i.e. auxiliary aids or services) in order to participate in this public meeting, please contact the Clerk of the Board of Supervisors by calling (415) 499-6172 (TTY) Or (415) 499-7331 (voice) **at least** five (5) business days prior to the meeting.

All public meetings and events sponsored or conducted by the County of Marin are held in accessible sites. Requests for accommodations may be made by calling (415) 473-4381(voice/TTY) or 711 for the California Relay Service or e-mailing disabilityaccess@co.marin.ca.us at least four work days in advance of the event. Copies of documents are available in alternative formats, upon written request



MARIN COUNTY CHILD CARE COMMISSION

DRAFT MEETING MINUTES

A Regular Meeting of the Marin County Child Care Commission was held on Tuesday, November 7th, 2017 at the Marin Child Care Council.

1. Call to order**

Roll Call

Commissioners present at roll call:

Andrade-Wolf, Tomskey, Lau, Trahan, Sanchez, Rasquiza, Grewe

Commissioner who joined the meeting after the roll call:

Barton, Myers

Commissioners absent at meeting:

Pineda, Johnson, Romo, Godinez, Lombardi, Uryu, Fierro

Staff present: Ericka Erickson

Guests: Balandra Fregoso, Executive Director at Parent Services Project

2. Approval of/Revisions to Agenda **

M/s/c Grewe/Andrade-Wolf, the matter passed 9-0 to approve and adopt the agenda with the following amendment:

Inclusion of items:

7.1.c. Creation of a Pilot Plan and Needs Assessment Ad-Hoc Committee

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 to approve the adoption of the items on the Consent Calendar:

5.1. Approve September 5, 2017 meeting minutes

5. Hot Topic: Marin Child Care Council: Updates and Plans for 2018

Executive Director Aideen Gaidmore shared information about current programs and activities, including:

- Annual Toy Drive – Donations of unwrapped new toys will be received until Dec. 15th at MCOE
- Striving for Excellence – Jan. 27th, 2018
- North Bay Fires Relief – Received a grant of \$100 K from MCF to support child care for families who relocated to Marin.
- The change in state eligibility to 12 months impacted the agency administrative staff workload
- Parent Voices Marin members participated in the Parent Voices California Annual Planning Retreat held in Oakland last weekend

6. Coordinator's Report

Coordinator Ericka Erickson shared updates on AB 435 Pilot Bill Implementation, Upcoming Events, State and Federal Legislation, Commission Membership (docs attached)

7. Committees' Report & Updates

7.1. Commissioner Tomsy shared Executive Committee updates, including the following items:

7.1.a. Applications for Appointment – Two applicants were interviewed but their qualifications were not aligned with the categories of seats currently available

7.1.b. Annual Election - M/s/c Grewe/Rasquiza; the matter passed 9-0 to approve the Slate of Officers for 2018 and the Nominating Committee members presented by the Executive Committee

7.1.c. M/s/c Lau/Andrade-Wolf; the matter passed 9-0 to approve the creation of a Pilot Plan and Needs Assessment Ad-Hoc Committee

7.1.d. Updated on membership were shared, including commissioners recently reappointed and committee members for 2018

7.1.e. M/s/c Andrade-Wolf/Lau; the matter passed 9-0 to approve the 2018 General Meetings Calendar

7.1.f. M/s/c Myers/Grewe; the matter passed 9-0 to approve the LPC Membership Certification with updated Commissioner Grewe's address.

7.1.g. M/s/c Andrade-Wolf/Lau; the matter passed 9-0 to approve the request for Congressman Huffman to co-sponsor the Child Care for Working Families Act.

7.2. Quality & Workforce Committee shared updates

7.3. Access & Coordination Committee shared updates

7. Hot Topic: Our Strategic Plan Workplan and Policy Platform

M/s/c Barton/Fierro; the matter passed 8-0 to table the item to the next General Meeting. Strategic workplan components will be approved in committees.

8. Announcements

No announcements shared

9. Adjourn

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



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Local Child Care Subsidy Pilots - Proposed Statement of Work Marin County

Prepared: January 22, 2018

The following list of items represent components that Mission Analytics Group, Inc. (Mission Analytics) offers to support Counties developing new Individualized County Child Care Subsidy Plans.

Plan Development Excluding Calculation of New Pilot Rates

1. Compile data required for inclusion in the plan

- Mission Analytics will compile data provided by the pilot county and the California Department of Education and gather publicly available data to reflect the required components to be considered in the assessment of goals section of the plan. Example public data sources will include data from the U.S. Census American Community Survey, Department of Housing and Urban Development, and the California Employment Development Department. Data items will be included based on requirements in the pilot legislation, but will be structured for inclusion in the Pilot Plan and for inclusion in the Five-Year Needs Assessment.

2. Work with county representatives to document county goals for its subsidized child care system among strategies currently in use in existing pilots

- Through meetings and other communications with county stakeholders, Mission Analytics will document county priorities for its child care pilot. In doing so, Mission Analytics will provide brief summaries of different components of local plans for San Mateo, San Francisco, Alameda and Santa Clara Counties and the tradeoffs among potentially conflicting goals. Mission Analytics will develop draft descriptions of the County goals for inclusion in the plan.

3. Assist the County in developing unique pilot components to meet the needs of local Title 5 contractors

- Recognizing that each county may face different challenges than earlier pilot counties, Mission Analytics will work with COE staff and County contractors to develop pilot components tailored to the local needs.

4. Draft materials for Title 5 contractor sign off

- As needed, Mission Analytics will assist in drafting pilot participation letters, agreements for data release and related materials for communication with contractors.
 - County will be responsible for outreach and response collection

5. Create or adapt Family Fee Schedule, if needed

- Mission Analytics will incorporate or adapt the pilot family fee schedule used in other counties as appropriate

6. Develop potential measures for tracking pilot implementation and success

- Mission Analytics will recommend 3-5 measures for tracking the pilot over time through required evaluation reports. Where appropriate and feasible, measures will match those of other pilot counties to increase comparability.

7. Prepare draft plan

- Mission Analytics will incorporate data analysis, goals, evaluation measures, PRR calculations (if included) and other materials into a draft plan for review and editing by county stakeholders.

8. Attend provider meetings and conference calls

- Mission Analytics will present at up to 2 contractor meetings (in person if within 100 miles of San Francisco) and participate in monthly conference calls as needed.

Estimated Budget – Marin County Combined Plan

January -June 2018	Rate	Hours	Total
Dr. Margaret O'Brien-Strain	\$225	20	\$4,500
Analyst/Research Assistant	\$65	90	\$5,850
Total			\$10,350

About Mission Analytics

Mission Analytics Group, Inc. is a Bay Area woman-owned small business providing program evaluation, technical assistance, policy analysis, and related consulting for federal, state and local health and human services agencies. The firm is a California benefit corporation, a new corporate structure that requires the firm to have a social or environmental benefit; to take into account employees, suppliers, the community, and the environment in our decisions; and to maintain a high level of transparency and accountability. Its mission as a benefit corporation is to identify, improve and promote effective public and private strategies to support vulnerable children and adults to be safe and healthy living in the community.

Mission Analytics is uniquely qualified to support California counties on local child care subsidy plans. Dr. Margaret O'Brien-Strain, President and Principal Associate of Mission Analytics, has been closely involved in the design and evaluation of comparable child care subsidy pilots since 2003, when the passage of AB1326 authorized the first local pilot in San Mateo County. At that time, Dr. O'Brien-Strain worked with the County Office of Education, child care contractors, the California Department of Education, the California Department of Social Services and the Legislative Analyst's Office to develop a pilot approach within the limits authorized by the legislation and the requirements for State funding. She drafted the San Mateo County plan and assisted County stakeholders in shepherding it through all required approvals. She played a similar role for San Francisco County for its initial subsidy plan, authorized under SB701 and provided consulting support for the San Francisco Local Child Care Planning Council when it later redesigned elements of the pilot to better suit the changing needs of San Francisco County. She and her team at Mission Analytics provide annual reports on the pilots for both San Mateo and San Francisco Counties to meet reporting requirements under their authorizing legislation. Mission Analytics assisted Alameda County in drafting its plan, as authorized under AB833. Most recently, the team developed the Santa Clara County Local Child Care Subsidy Plan, authorized under AB2368. In the process of finalizing the Santa Clara County plan (approved January 2018), Mission Analytics developed a preliminary Excel tool for pilot rate calculation. CDE has agreed to accept this approach in future calculations.

2018 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 2018, 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.

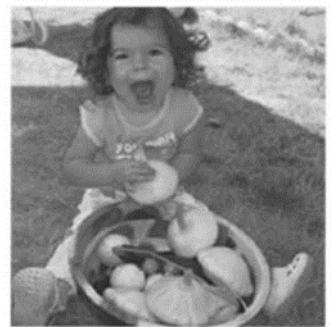
- ✓ Advocate for a **minimum wage increase that reflects the level of a living wage**
- ✓ Support the **expansion of other key compensation elements**

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**
- ✓ **Promote Family Child Care Providers' advocacy efforts related to the inclusion of a *toddler option* in Title 22 State Licensing**
- ✓ **Work with local Census 2020 representatives on promoting a complete count, especially in underserved neighborhoods**

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**



MARIN COUNTY CHILD CARE COMMISSION - 2017/2018 BUDGET
Approved by the Commission on 09/05/17 + Revenue Update on 01/21/18

Item Description	CLPC (CDE)	CLPC (CDE)	TOTAL
	CLPC - 7021	CLPC-7021 Amendment	
Current Revenue	53,667.00	804.00	54,471.00
Salaries			
Kimberly - Adm. Assistant	2,550.00		
K benefits @49%	1,249.50		
PEA			
ECE Project Coordinator			
LPC Coordinator PEA	35,000.00		
PEA Benefits (11 - 24%)	8,006.00		
Materials and supplies	380.00		
Equipment	450.00		
E-Communication Tools (Website)	100.00		
Trainings, Events, Conferences & Mileage	1,511.00		
Dues and Membership	145.00		
Stipends (Consumer & Provider Seats)		150.00	
Postage	20.00		
Contract Services (Retreat Facilitation)		654.00	
Printing	200.00		
Outside Printing (Business Cards)	80.00		
Subtotal	49,691.50		
Indirect Cost (8%, 10%, 14.72%)	3,975.36		
Total Expenditure	53,666.86		