



**MARIN CHILD CARE COMMISSION - EXECUTIVE COMMITTEE MEETING  
MINUTES**

A regular meeting of the Marin County Child Care Commission Executive Committee was held on **Tuesday, March 13th, 2018 – from 10:30 to 12:30 pm** at the Marin County Office of Education – 1111 Las Gallinas Ave. San Rafael.

**Call to order**

Meeting was called to order at 10:35 am  
Roll Call. Members present at roll call: *Ana Andrade-Wolf (online), Kelsey Lombardi, Laura Trahan, and Jason Lau (online)*  
Member absent: *Heidi Tomsky*  
Staff present: *Ericka Omena Erickson, Coordinator*

**Interview**

The Committee interviewed Research Internship applicant Max Hanson.

**1. Check In/ Agenda Review/  
Last Meeting Notes**

M/s/c Trahan/Andrade-Wolf, the matter passed 4-0 to approve the agenda for today and the minutes from the last committee meeting as presented.

**2. Old Business/Updates base  
do the Strategic Workplan**

Coordinator shared updates about the Pilot Plan design. Meetings are held monthly with Ad-Hoc committee as part of the Marin County Child Development Directors meetings. There is no unanimity regarding the pilot plan component related to the duration of families' certification, which is proposed as 24 months in the plan (currently is 12 months). If the 24-month option is part of the plan, the AP/CalWorks programs will not participate in the Pilot at this point, but Mission Analytics is including in the plan the possibility of their inclusion in the Pilot in future years. Commissioner Trahan emphasized the importance of Coordinator active participation and input in the process.

**3. Commission Operations**

**3.1. Budget Allocations**

**3.1.1. Decision about where to reallocate the budget resources from Coordinator's Benefits and Conferences/Professional Development**  
*Commissioner Trahan reported that the Executive Committee doesn't have the authority to change the salary rate in the middle of the 2017-2018 contract year. A consideration of hourly rate increase would have to be made for next contract year only. Regarding the consideration related to the reimbursement for the ECE Classes that the Coordinator is taking at Sonoma State,*

*MCOE doesn't pay for costs associated with college degrees. Commissioner Andrade-Wolf clarified that the classes that the Coordinator is taking are not related to a degree. Coordinator is going to send Trahan information about the classes she is taking to inform the decision. Resources from CDE LPC Grant can't be rolled over to next year. No decision was made on this item. Item was tabled to next committee meeting.*

3.1.2. Decision about how to invest the balance related to 2014-2019 Master Plan grant from the County (\$2,540)

*The committee discussed the possibility of using these resources with our annual planning retreat (e.g. facilitation services, meeting space). The committee recommended to give priority for the use of the balance from the 2017-2018 LPC CDE Grant, as this grant funds can't be rolled over to next year. Resources from this County grant can be rolled-over to next year.*

### 3.2. CDE Reports

3.2.1. AB 212 Salary and Retention Plan (Due on March 30<sup>th</sup>) – MCOE ECE Department will share the 2018-2019 Plan with the Committee in the upcoming weeks.

3.2.2. LPC Local Funding Priorities (Due on May 30<sup>th</sup>) – Coordinator shared that the priorities will probably not change, but the Research Intern will support us with the data collection related to the report. All data will be collected from the AIR database. If any considerable difference in the supply and/or demand of child care in the zip codes is identified, we should collect data again next year and compare the data and analyze to justify the change with reliable information. We also have to consider the adoption of “equity lens” in our work to re-analyze our zip-code priorities. The report form will be included in the May 15<sup>th</sup> Executive Committee meeting agenda.

3.3. Membership - Interviews with applicants were postponed because we didn't have enough committee members to conduct the interview at MCOE (two committee members are participating in the meeting online). Coordinator will work with the applicants and commissioners to reschedule the interviews. Commissioner Lombardi expressed that she will not participate in the interview of Maricruz Aldana as she has a working relationship with her.

3.4. Committees' Reports and Related Actions - *Commissioner Kelsey Lombardi shared updates regarding the Quality & Workforce Committee, including their plans for the Worthy Wage Campaign (May 1<sup>st</sup>) with changes in the timeline because of the Pilot Plan.*

*Commissioner Lau reported that there was no quorum in the last two meetings. All decisions were made as recommendations.*

3.5. Coordinator Evaluation – *The item was postponed to the next meeting as Commissioner Trahan want to meet with the Executive*

*Committee members*

3.6. Public Policy - 3.6.1. ECE Bills – 2018 Legislative Year - Coordinator will send the list of bills recommended by the committees by email and will include it in the Commission's April General Meeting agenda for approval.

**4. 2018 Policy Advocacy Platform**

Coordinator will include the Policy Platform as part of the Commission's April General Meeting agenda for approval.

**5. April General Meeting**

Coordinator will work with Commissioner Tomsy on finalizing April General Meeting agenda.

**Adjourn** - M/s/c Trahan/Lombardi; the matter passed 4-0 to adjourn the meeting at 12:30 pm.

*Minutes approved by Committee members at Executive Committee meeting held on May 15<sup>th</sup>, 2018*