

Attendance: [6] All Present [1] Absent

#	Members Name	Role
1.	Erica Harrell	Committee Co-chair
2.	Jennifer Cabán	Committee Co-chair
3.	Katie Honegger	Council Chair Elect
4.	Melanie Mueller	Council Chair
5.	Yesenia Chavez	Committee Co-chair
6.	Page Tomblin	Committee Co-chair
7.	LaWanda Wesley	Committee Co-chair

ECE Program Staff: Denise Turner; Ellen Dektar

ACTION ITEMS:

- Provide Committee Co-chair terms of appointment to the Executive Committee - Denise
- Draft interest cards for Measure C Community Advisory Committee - Denise
- Member Retreat: Seeking alternate facilitators – Potential Facilitators - Page, Jennifer, Katie, Venue – Denise, Ellen

1. **Welcome & Announcements:** Melanie Mueller, Council Chair, convened the meeting at 1:05 p.m. Members shared introductions and welcomed a guest from Hively Resource & Referral agency to the meeting. Committee discussed recent updates regarding COVID -19, and discussed communication streams from various agencies to different child care programs. Members discussed closures, remote work, and meeting cancellations

- a. R&R Network California Child Care Portfolio 2019
 - i. Chart shows that our supply is down, over all, with a large drop in family child care although infant supply is up a bit in terms of spaces
- b. First 5 Kindergarten Readiness Study Data was provided as a handout for review.

2. Approve 4Cs Letter to CDE Regarding Realignment of AP Contracts:

- a. Katie provided context regarding the request that is being proposed for consideration as well as a brief historical background regarding the Alameda County Resource & Referral R&R’s and AP agencies service areas.
- b. The Committee reviewed handout titled: Alameda County R&R/AP Agencies – Delivery Areas which outline the agency service areas depending on their function. .
- c. It was determined by the committee that deeper discussion is needed amongst the three R&R’s, regarding aspects of the proposed letter to CDE and that an update on progress should be provided by Katie during future meetings.



- i. A timeline for the process regarding this matter was finalized: Revisit during next Exec Committee. in April and the item may appear on the May 15, 2020 Steering meeting agenda (contingent upon outcome of talks between the R&R's).

3. Review & Approve Children's Health & Child Care Initiative, Community Advisory Committee (CAC)

Nomination Process:

Participants finalized the Request for Application (RFA) document, which will communicate the application process to the public and potential applicants, should the Measure be certified by the Board and planning advance. Ideas, included:

- a. The Committee reviewed the timeline document from First 5 of Alameda County's legal counsel per their request which outlined critical dates and confirmed timeframes.
- b. Executive Committee members agreed that an electronic interest card should be developed using Google forms for potential CAC applicants in addition to application and resume that will be submitted as the CAC is fully enacted by the Board of Supervisors. Denise will create the electronic form and share a draft prior to the next Steering Committee meeting.

4. Approve Planning Council Steering Committee Agenda

The committee provided feedback on the draft Planning Council Steering Committee Agenda, and presentations topics for: Friday, March 20, 2020.

5. Member Retreat

Members brainstormed a new direction with a greater focus on Results Based Accountability (RBA) for the Steering Committee Retreat scheduled for May 2020. Next Steps included work with Katie to mitigate cost prohibitive fees and both Jennifer and Page will reach out to experienced RBA trainers within their agencies as potential facilitators.

Adjournment

Next Steps and Action Items: Reflected on page one. The meeting adjourned at 3:00 PM by Melanie Mueller, Council Chair.