



2014 Steering Committee:

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Getting To Know You/ Steering Committee Input Project
Alameda County Early Care and Education Planning Council (ACECEPC)
May 19 – June 30, 2014

May 16, 2014

Dear Steering Committee Members:

In an effort to help members get better acquainted with each other and to ensure that our long range planning addresses the issues important to you, the ACECEPC staff will conduct a "getting to know you" project in May and June. This project will require a little of your time as you offer your brilliant thinking about the Council and your role in it. Your input will help to set an agenda for the Council Retreat in July, and we may do more follow up after that meeting. If you have questions, please contact Rory Darrah, Council consultant, at 510-654-2804; rorydarrah@comcast.net. Expect an email questionnaire week of May 19th. Thanks!

Project Purpose:

1. Determine Steering Committee member wishes, hopes, and goals for the Planning Council
2. Assist Committee members to analyze how they can best participate and contribute to the Council, and how the Council can meet their needs
3. Develop topical recommendations for strategic planning (items at July 18 meeting and for further development)

Methodology:

1. **Completed by June 3:** Solicit email responses to initial questionnaire; suggested topics:
 - What specifically motivated you to apply to the Steering Committee
 - What did you know about the Council before applying
 - What has been the biggest surprise about the Council
 - What is your greatest challenge in participating in the Council and its committees
 - What committee do you serve on; do you attend meetings of that committee
 - What are three areas you think are important for work of the Council over the next two years
 - What do you see as emerging issues regarding cross domain or collaborative work with other fields
 - How should we pursue those areas and issues
 - Please state three things you would like to learn from your participation in the Council
 - Please state three things you would like to DO on the Council
 - What would you like to learn about areas of the county that you are not familiar with
 - What would you like to know about the work of other Steering Committee members
 - How could the Council make it easier for you to participate in meetings, activities, etc.
2. **Completed by June 30:** Analyze email input and follow up with small group meetings (if possible) or selected phone conversations – could be formatted by:
 - a. Representatives of supervisorial Districts with members from Co. Office of Ed
 - b. Mixed groups from the five Council representative categories
 - c. Whoever can come or selected members
1. **Completed by July 7:** Draft of member input; Council staff and Chairs begin plans for July 18
2. Present final draft to Steering Committee and others: TBD