

**Mono County Child Care Council**



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**Mono County Child Care Council**

Meeting Location: Ellie Randol Reading Room at the Mammoth Lakes Library,

400 Sierra Park Rd., Mammoth Lakes, CA

February 20, 2020 10:00AM-12:00AM

**Minutes**

*In accordance with the law, the public and Council are hereby given notice that a tape recording of today's meeting is being made. This recording is to assist in the completion of the minutes. It is **NOT** a transcript of the meeting and may be disposed of in 30 days. The official transcript of this meeting will continue to be the adopted minutes.*

1. Call to Order: Molly DesBaillets Chair, called the meeting to order at 10:00 am

2. Establish Quorum:

MCCCC Members Present (5 of 8 members):

- i. Jacinda Croissant, Health Department
- ii. Molly DesBaillets, First 5 (Chair)
- iii. Annaliesa Calhoun, First 5 (Secretary)
- iv. Brittany Nelson, IMACA Staff
- v. Pam Heays, Consumer of Child Care

MCCCC Members Absent (2 of 8 members):

- vi. Julie Winslow, Kids Corner
- vii. Sofia Flores, Behavioral Health (Vice-Chair)
- viii. Brooke Bien, MUSD

LPC Coordinator:

Courtney Powell, Mono County Office of Education

Public:

None

3. **Public Comment:** Members of the public are given the opportunity to address the Council on items of interest within the jurisdiction of the Council. **No Public Comment.**

4. **Membership updates:**

- a. Pam Heays made a motion to appoint Council member Annaliesa Calhoun for 2-year term 3/31/2020 reappointed by County Board of Supervisors. Jacinda Croissant second. All in favor. No discussion. Motion passed. (**Action**)
- b. **Form 700:** Courtney Powell, MCCCC Coordinator shared that the Form 700 only went out to a few council members and that it is due by April 1. Molly DesBaillets suggested I share the email again following the meeting. (**Information**)
- c. **MCCCC Members will hear an update about membership recruitment from the Coordinator:** Courtney Powell, MCCCC Coordinator shared that she has sent out the MCCCC Membership Recruitment Flyer to folks in the northern county via email and through the libraries. She has also distributed them at the post office and a few coffee shops around town. The Council made a few suggestions on who the coordinator should contact. For example, Molly DesBaillets suggested reaching out to Sandy Hand-Over from the Mammoth Elementary School Husky Club. The Coordinator shared that she had previously talked with Sandy about taking over Brooke Biens spot on the council so that we still had a connection to MUSD. Molly DesBaillets also shared that they have typically gotten members for the council by brain storming. Courtney Powell, MCCCC Coordinator shared that the two vacant spots the council is trying to fill are as follows; consumer of



child care and child care provider, both vacancies are listed online and on the MCCCC membership list. Annaliesa Calhoun made a statement that she feels we could easily find a consumer of child care at the hospital. Pam Heays also mentioned that she will reach out to a few people that may fall in both categories. Annaliesa Calhoun also suggested reaching out to the lead teacher of the California State Preschool Program in Lee Vining. The council asked about the application process. Courtney Powell, MCCCC Coordinator shared that the process typically happens by the person that is interested by reaching out to her (Courtney Powell) and submit a letter of interest with the MCCCC Membership application. (*Information*)

5. **Minutes:** The December 19, 2019 Meeting Minutes have been tabled for a future meeting due to the lack of quorum. Tabled. (*Action*)
6. **LPC Self Evaluation:** The MCCCC Members walked through the Local Planning Council Self Evaluation with Courtney Powell, MCCCC Coordinator. The Council and the Coordinator identified how the council was compliant and non-compliant for the 2018-2019 fiscal year. Annaliesa Calhoun motioned to approve the amended 2018-2019 Self-Evaluation Report. Jacinda Croissant Second. All in favor. No oppositions or recusals. Motion passed. (*Action*)
7. **Budget Update:** Courtney Powell, MCCCC Coordinator shared about the changes made to the MCCCC. She shared that after looking at the Standardized Account Code Structures SACS Query PCA/Resource Detail that Brooke Bien shared. The Mono County Office of Education (MCOE) had overlooked that they can only charge 10% for Indirect. Which is indicated on the updated budget. The Coordinator has learned that the additional funds of \$4,601 can be used for Planning Council Activities such as the Provider Appreciation Event. Therefore, after discussion with the legal agency of the council, MCOE, they have decided to dedicate these funds to the Provider Appreciation Event which is reflected at the bottom of the budget page. The Coordinator has since gone back and made those changes to the budget. This resulted in changing the indirect amount. It was \$9,178.00 with the 20% indirect. Now it is \$4,829.00 with a 10% indirect. This freed up around \$4,349.00. Courtney Powell, MCCCC Coordinator allocated \$3,084.00 into the operating expenses. She increased the amount for office supplies, travel and training and vehicle cost. She included an additional line item for membership & dues and AIR subscription. These funds will help the Coordinator to participate in the California Child Care Coordinators Association meetings and conference. The AIR subscription is to support the Coordinator in the completion of the Zip code Priorities. The Council has a lot of un used funds at this time due to obtaining the contract late. Therefore, Courtney Powell, MCCCC Coordinator reallocated \$1,265.00 from the leftover indirect overall to the planning council funds as well as the \$3,000.00 that was allocated for the Provider Appreciation Event. According to the Coordinator the council still has around \$3,000.00 for advertising, the Professional Development line item was increased to 7,000.00 and moved the remaining money into one discretionary line time for \$5,867.00.

**A & B: MCCCC Coordinator is seeking approval to allocate LPC funds for Kindergarten Round Up Advertising 2020 and MCCCC Members will vote to adopt the updated version of the 2019-2020 Fiscal Year Budget.** Molly DesBaillets shared that in the previous year the LPC contributed funds to supporting the advertisement of Kindergarten Round Up. Due to the increase in advertising Molly shared that they have seen a large increase from 66% in 2017-2018 year in attendance to 76% for the 2018-2019 year. Molly shared that they have gone ahead began to render ads and shared that for an ad to run for one week in 5 advertising agencies (Mammoth Times, KMMT, El sol, the Sheet and Inyo Register) it would be around 906.84. Courtney Powell, MCCCC Coordinator suggested the council to consider supporting First 5 Mono in running the ad for 2



weeks. Courtney Powell, MCCCC Coordinator and the council discussed ideas of how to spend the remaining funds. Some examples were to use the funds to purchase training materials to coincide with the remaining CQS trainings, advertising materials similar to the resealable bags with the MCCCC log on it, using funds towards the upcoming needs assessment. Pam Heays made a motion to approve the budget with the amendment to the budget total 57,718.00 including up to \$3,000.00 for Kindergarten Round Up Advertising to come out of the discretionary line item. Jacinda Croissant seconded. Molly DesBaillets and Annaliesa Calhoun recuse themselves from the motion. All in favor. Motion passed. (*Action*)

- 8. Provider Appreciation Event:** The MCCCC Members heard an update on the Provider Appreciation Event and discussed ideas for the Provider Appreciation supportive materials. Courtney Powell, MCCCC Coordinator shared that she has put together a Provider Appreciation Planning Committee after talking with the chair about how it was done in the previous years. This will help the coordinator with moving the Provider Appreciation Dinner along. The committee consist of those working on the childcare quality system training calendar (MCOE, First 5 Mono and IMACA). Since then we have developed a save the date and secured the location for the dinner. We are currently working on securing the food portion for the event. The food portion will be paid for with donations and not LPC funds. The Provider Appreciation Event will take place at the Mammoth Lakes Community Center. We will be purchases materials for the providers to take home at the end of the event. Brittany Nelson suggested children's books that dual langue as well as inclusion books, manipulatives and magna-tiles. Brittany shared she will send me link with a list of materials. Molly suggested having raffle tickets for giving out these materials they can put the ticket in for which item or bask they are most interested in. (*Information*)

**Given the input from two of the council members the council has decided to end the meeting due to the lack of quorum. We will review this at another time and potentially include it in our by-laws.**

- 9. PDG:** The MCCCC Coordinator will share an update about the Preschool Development Grant Birth to five. Tabled. (*Information*)
- 10. 2019-2020 Quality Counts California Equitable Learning Opportunities Grant:** MCCCC Members will hear an update from Molly DesBaillets about the 2019-2020 Quality Counts California Equitable learning Opportunities Grant. Tabled. (*Information*)
- 11. Zip Code Priorities:** MCCCC members will hear an update about the Zip Code Priority timeline. Tabled. (*Information*)
- 12. Strategic Plan & Council Priorities: Tabled**
- a.** MCCCC members will review the 2017-2022 strategic plan and discuss how the council is working towards the objectives. (*information*)
  - b.** MCCCC Members will discuss priorities of the council moving forward and will bring back 3 clear priorities at the next meeting. (*Information*)
- 13. Agency Round Table:** MCCCC members are given an opportunity to update the Council on what their agencies/ centers have done since the last Council meeting in regards to child care and child health and safety.

- 14. Meeting Schedule:** Fiscal year 2019-2020 Remaining Meetings (*Informational*)  
Third Thursday of every other month

**Mono County Child Care Council**



(10:00AM-12:00PM): April 16, 2020; June 18, 2020)

**15. Meeting Adjourned:** 11:25 PM

*Respectfully Submitted,*

*Courtney Powell,*

*MCCCC Coordinator, Mono County Office of Education Staff*