



Santa Barbara County Child Care Planning Council Steering Committee Meeting Minutes

Wednesday, December 6, 2023, 10:30 a.m. – 12 p.m.

Santa Ynez Valley People Helping People
545 Alisal Road #102
Solvang, CA 93463

Members Present: Jacqui Banta, Michelle Graham, Holly Harvan, Jennifer Macdonald, Michelle Robertson, Janelle Willis

Members Excused: Laura Capps

Staff Present: Christian Patterson, Chiara Perez del Campo

I. Call to Order & Welcome

Chair Jacqui Banta called the meeting to order at 10:35 a.m.

II. Public Comment Period

There were no public comments.

III. Approval of Minutes of October 25, 2023

A motion was made to approve the minutes of the meeting of October 25, 2023, by Michelle Graham. Michelle Robertson seconded the motion. No opposition or abstentions. MSC.

IV. CCPC Grant Updates

Local Planning Council Grant

Christian Patterson shared an overview of the LPC budget. Christian will be attending the UPK/UTK Symposium. The intent of the symposium is to provide support for engaging the community with vital resources, connections, and dialogue about the UPK system. It is structured around the five focus areas determined by the UPK Technical Assistance Survey filled out by school districts.

Workforce Pathways Grant

Applications for the Workforce Pathways Grant are due December 15, 2023. We are expecting more applicants this year than last year.

Childcare Sector Pandemic Recovery and Resilience (ARPA) Grant

The APRA Infant/Toddler Stipend applications were submitted and processed on October 31, 2023. We received over 40 applicants and are currently processing and paying all qualifying participants.

UPK Mixed Delivery Planning Grant

Independent Contractor Terri Allison is leading UPK Mixed Delivery family focus groups in the community. She has already held two groups and will meet four more times this year, and would like to hold one at a parent cafe. The questions asked by Terri to parents have been provided by LPC and come directly from the results of the Family Perspectives Towards UPK Survey. These questions will help determine what motivates parents most when selecting a child care site for their child.

Santa Barbara Foundation



Operating under the authority of the Santa Barbara Board of Supervisors and Santa Barbara County Education Office





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We received grant funding from Santa Barbara Foundation and will begin planning our leadership training program.

V. Coordinator's Report

CCPC Meeting Norms and Etiquette

The Steering Committee discussed how to reintroduce meeting norms and etiquette during CCPC meetings. As we move away from meeting virtually, it is important members stay technology-aligned during in-person meetings to create more engaging and effective dialogue. The committee suggested reestablishing the five meeting norms created by the I-3 Institute in the next meeting.

CCPC Meeting Structure

The committee identified areas in the CCPC standing agenda that can be reduced or expanded to further increase engagement. Moving forward, Christian will change the Coordinator's report to a written format that will be provided to the committee before the meeting for members to review. The report will have upcoming events and grant updates, and members can ask questions as they please. Incorporating more discussion and acknowledgment of the Strategic Plan in every meeting is also very important. Ideas were shared on how to highlight the Strategic Plan deliverables that are already being met, and the plan to achieve goals that have not yet been reached.

VI. Other Business/Announcements

- A. There is a need for more administrative training at the leadership level in the community. The Audacious Foundation will be providing a leadership seminar this year, and SBCEO will be partnering with AALRR to provide leaders with administrative skills.

VII. Adjournment

Jacqui Banta adjourned the meeting at 11:42 p.m.

Vision Statement: We envision a community that values all children and their families.

Mission Statement: We lead and collaborate in planning, coordinating, and advocating for quality, affordable, accessible, early care and education for all children and families in Santa Barbara County.

Written materials relating to items on this agenda have been distributed to the Child Care Planning Council Steering Committee 72 hours before the meeting and are available for review by the public from 9 a.m. - 1 p.m. at the Child Care Planning Council Office located at the Hope Education Center, 3970 La Colina Road, Room 2, Santa Barbara, CA 93110. Agendas and Minutes may also be found on the Child Care Planning Council website: www.sbceo.org/ccpc.

