



CHILD CARE PLANNING COUNCIL OF SONOMA COUNTY

Membership Committee
September 27, 2023
8:30 am- 9:00 am
Meeting at SCOE and via ZOOM

Minutes approved 10/6/23

ID: 820 7421 7671

Present: Jessica Borland (Chair), Sonya Valiente, Soledad Figueroa

Notified Absent: Megan Hede

Guest Present:

Staff Present: Erica Vuong, Elizabeth DePrimo

1. Chairperson Jessica Borland called the meeting to order at 8:37 am by unanimous vote.
2. A motion to approve the agenda was made by Soledad Figueroa and seconded by Sonya Valiente. Motion carried.
3. A motion to approve the minutes of April 17, 2023, was made by Jessica Borland seconded by Soledad Figueroa. Motion carried.
4. Public comment: None
5. CCPC Staff informed the Membership Committee of the resignation of Heather Sweet-Krikac. Since Heather served more than 5 years, CCPC staff will look into a thank you gift to thank Heather for years of service.
6. The committee discussed the member application of Kimberly Batrbosa Olmos. On a motion by Sonya Valiente seconded by Soledad Figueroa, the committee unanimously accepts the application and recommends Kimberly for a Community Seat. Kimberley's recommendation for appointment will be made to the full Council on October 6, 2023.
7. The committee discussed the action to remove non-responsive member Crystal Morris. On motion by Jessica Borland and seconded by Soledad Figueroa. Motion carries. This recommendation will be taken to the full Council on October 6, 2023.
8. The committee reviewed Council Member's attendance for the 2022-2023 year, the use of proxies, and the possibilities for the use of stipends for Council Members. The committee recommends for CCPC staff to outreach to members who did not attend regularly last year. The committee also suggests an email go out to all members with guidelines and reminders of all attendance options. The Committee would like to discuss the stipend option further. A date for the next meeting is set for October 6, 2023 at 8:30 am.
9. The meeting adjourned at 9:04 am by unanimous consent.

Materials related to an item on this agenda submitted to the Council after distribution of the agenda packet are available for public inspection in the



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CHILD CARE PLANNING COUNCIL OF SONOMA COUNTY

Membership Committee
October 6, 2023
8:30 am- 9:00 am
Meeting at SCOE and via ZOOM

Minutes approved 11/3/23

ID:893 1803 5543

Present: Jessica Borland (Chair), Sonya Valiente, Soledad Figueroa

Notified Absent: Megan Hede

Guest Present:

Staff Present: Erica Vuong, Elizabeth DePrimo

1. Chairperson Jessica Borland called the meeting to order at 8:35 am by unanimous vote.
2. CCPC staff notified two changes to the Agenda: Agenda item #4 will now be Approval of New Members Application, and Agenda item #6 will now be Resignations of Bryan Clement and Rebecca Hachmyer. A motion to approve the agenda with its edits was made by Jessica Borland and seconded by Sonya Valiente. Motion carried.
3. A motion to approve the minutes of September 27, 2023, was made by Jessica Borland seconded by Soledad Figueroa. Motion carried.
4. The committee discussed the member application of Kimberly Batrbosa Olmos again after CCPC staff realized the previously approved category of Community seat would not be appropriate. The committee reviewed and agreed that the Consumer Seat would be more suitable. On a motion by Soledad Figueroa seconded by Sonya Valiente, the committee unanimously accepts the application and recommends Kimberly for a Consumer Seat. Kimberley's recommendation for appointment will be made to the full Council on October 6, 2023.
5. Public comment: None
6. CCPC Staff informed the Membership Committee of the resignation of Bryan Clement and Rebecca Hachmyer
7. The committee reviewed the current CCPC Reimbursement Protocol Document. Committee asked staff if it is possible to move funding for a reimbursement into the budget. Liz DePrimo shared it is possible with a Budget Revision that would need to go to the finance committee. The committee discussed if the eligible membership categories and reimbursement amount are still relevant. There was an idea for the budget to consider encumbering up to \$6000 to consider the largest number of members who may wish to request reimbursement. The committee would like to note that members who are already compensated for their time would not be eligible, but others that are a classroom provider should be included. The definitions of each membership category was discussed. On motion to approve to add the Discretionary category as eligible for the reimbursement was made by Jessica Borland and



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seconded by Sonya Valiente. Motion passed. A motion to approve the maximum reimbursement amount to \$200 was made by Sonya Valiente and seconded by Jessica Borland. Motion passed. CCPC staff will make edits to the current Protocol document, and staff will bring the edited document to the next membership committee meeting for review.

8. The Agenda item to review and Discuss substantial patterns of absences was tabled to the next Membership Meeting. The committee agreed to schedule the next Membership Committee Meeting on November 3, 2023 at 8:30.
9. The meeting adjourned at 8:56 am by unanimous consent.

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CHILD CARE PLANNING COUNCIL OF SONOMA COUNTY

**Membership Committee
November 3, 2023
8:30 am- 9:00 am
Meeting at SCOE and via ZOOM**

Minutes Approved 8/29/24
ID:893 1803 5543

Present: Jessica Borland (Chair), Sonya Valiente, Soledad Figueroa
Notified Absent: Megan Hede, Jenn Perez
Guest Present:
Staff Present: Elizabeth DePrimo

1. Chairperson Jessica Borland called the meeting to order at 8:30 am.
2. The agenda was approved by unanimous consent.
3. The minutes of October 6, 2023 were approved by unanimous consent.
4. Public comment: None
5. CCPC Staff informed the Membership Committee of the resignation of Lisa Grocott.
6. The committee reviewed the proposed revisions to the CCPC Reimbursement Protocol Document. The committee voted to approve the proposed revisions.
7. The Committee discussed possible outreach to be done for membership.
8. The meeting adjourned at 8:55 am by unanimous consent.

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