



**Alameda County Early Care & Education Planning Council  
Executive Committee**

**Minutes**

**03/01/2022**

[Zoom](#)

**Attendees:** Ana Rasquiza, Angela Cabrera, Erica Harrell, Jennifer Cabán, **Katie Honegger, Kym Johnson,** Mary Hekl, Susan Jeong, Yesenia Chavez

**Absent:** Vincent Cheng

**Call to Order:** Katie called the meeting to order at 1:35 PM. Katie led welcome and introductions. Angela introduced Susan Jeong as the new ACECEPC coordinator.

**Consent Calendar:** Katie motioned to approve the [agenda](#) and [minutes](#). Kym moved to approve the agenda and Jenn seconded. Roll call vote taken to approve. Jenn, Kym, Erica and Katie approved, Ana abstained.

**LPC 2022 Meeting Calendar**

Review and adjustment of the [2022 ACECEPC Calendar](#).

**Steering Committee Member Vacancy and Replacement**

Kym motioned and moved that we appoint Mary Hekl or a designee of Hively to fill the spot that Kelly O'Lague vacated, Erica seconded. Roll call vote taken to approve. Jenn, Kym, Erica, Ana and Katie approved. Person to be named and voted in at the next meeting.

**Assigning Buddies for New Members & Buddy Roles**

Katie will introduce this topic at the next Planning Council meeting. Kym noted that buddies should have a least one year (maybe two) on the Steering Committee.

**Demographic Questions**

According to the bylaws and rules of the planning council the membership of the council should reflect the community of which they serve. Discussion around how this demographic data should be collected. Categories to be surveyed are race, ethnicity and gender. Kym mentioned we should also collect community affiliation information (i.e. child care provider, consumer, provider, etc.) and supervisorial district. It was decided that Susan will create a form to capture this data and have ready for the next Steering Committee meeting. Data collected should also include nicknames and pronouns.

**Nominating Committee**

Katie's term as Chair-elect ends July 1. A nomination committee will need to be selected from Steering Committee members to find a new Chair-Elect. An ask for volunteers will be held at the next general Steering Committee meeting. This committee will meet and at the regular Steering Committee meeting in May the committee will announce the names of those interested. They will then give their statement of intent/interest and a roll call vote will be held. Katie would like at least two people from the Executive



Committee to be on this (nominating) committee. Ana Rasquiza volunteered. Katie appointed Ana to be chair of the nominating committee.

### **Governor's budget letter (Letterhead conversation)**

Page Tomblin and Trisha Barua worked on a response to the Governor's budget letter. Oakland Starting Smart and Strong has moved this letter forward and Alameda COE has agreed to sign on. This letter will not be on a specific letterhead but will include the logos of the various agencies.

- 1) [Joint LPC and OSSS letter to Oakland's State Delegation](#) (Bonta, Skinner, Wicks)
- 2) [Joint LPC and OSSS letter to Gov Newsom](#)
- 3) [LPC Letter \(not joint\) to rest of the Alameda County Delegation](#)

Jennifer motioned to accept and move forward the joint budget letter. Katie moved and Ana seconded. Roll call vote taken to approve. Jenn, Kym, Erica, Ana, Yesenia and Katie approved.

### **Policy Platform Approval**

Jenn reported that small work groups held several meetings to build out the [2022 Public Policy Platform](#). This platform has been created with very intentional language. The first page is very high level and focuses on the equity statement and page two has the more detailed version. Priorities are ordered based on priority and have been aligned with LPC strategic plan as it currently stands. Feedback given to Jenn in regards to coordinator contact information and trauma informed hyphen. Overall everyone agreed that the document looks great. Jennifer motioned and Kym seconded the recommendation to take this to the Steering Committee for approval. Roll call vote taken to approve. Jenn, Kym, Erica, Ana, Yesenia and Katie approved.

### **Agenda Items for March – Steering Committee**

- [Steering Committee March agenda draft](#)
- Approval of the Policy Platform
- Nominating Committee for Chair-Elect

### **Agenda Items for April – Executive Committee**

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### **Other Emerging Topics**

- Request for organizational/funding chart.

### **Adjournment**

Meeting adjourned at 2:40 PM. Next meeting April 5, 2022.