



CHILD CARE PLANNING & ADVISORY COUNCIL
CPAC Executive Committee | Wednesday July 26, 2023 | 9:30-11:00AM

MINUTES

Committee Member Attendees: *Liz Winograd, Yensing Sihapanya, Naeemah Charles, Mona Malan, Pat Sullivan, Cheryl Horney*

Welcome

Action: Approve June 28, 2023 Executive Committee minutes

- Yensing Sihapanya motioned to approve the June 28 Executive Committee minutes. Naeemah Charles seconded the motion. All were in favor. None were opposed.

Action: CPAC FY24 Budget Review, Process and Approval Vote (Liz, Cheryl, Mona)

- Liz Winograd sent the budget to Graham Dobson for DEC approval. Any funds that CPAC doesn't use will be returned to DEC. DEC will fund and plan the Provider event this year.
- Yensing Sihapanya motioned to approve the FY24 budget. Mona Malan seconded the motion. All were in favor. None were opposed.

Decide: Keep or Cancel August 23rd Executive Committee meeting?

- Executive Committee decided to keep the Aug 23 committee meeting in order to onboard the new CPAC Coordinator.

CPAC Policy and Administration Coordinator Hiring Update (Melanie)

- Candidate Adam White has a 2nd interview today at 12:30pm with Naeemah and Mona.

Updates and Overviews for Special Projects

- Strategic Plan (CPAC presentation in Oct)- Liz Winograd
 - CPAC received the draft Strategic Plan from Alma Villegas Consulting. The six strategic areas are plugged into an equity tool. Next step is to secure a graphic designer.
 - Alma will present the Strategic Plan to CPAC membership in Oct. 2023.
- UPK Planning- Steering Committee Members
 - A small group of ECE and R&R leaders met to discuss who is “owning” the UPK work. Ingrid Mezquita stated that ultimately DEC owns it, however R&R’s have expertise and ownership to contribute. The smaller group is meeting again in one month, bringing staff members who will be assigned to UPK work.
 - Executive Committee members discussed: What is the role of the UPK chairs? How does CPAC engage the community for input? Is San Francisco following the State version of

UPK or does it have a bigger vision for a San Francisco version of UPK mixed delivery?
What is the vision of UPK for the whole City?

- There is \$290K in funding for 4 years of planning- approx \$70K per year. CPAC didn't spend any UPK money in FY23 so the funding will be re-allocated to future years.

- 0-5 Mapping- Naeemah Charles

Discussion: planning Sept 13 CPAC Full Membership Meeting (in-person)

- The first in-person meeting Sept 13, 2023 will be from 9:30-11:30am. CPAC Membership will meet for 90 minutes in future meetings.
- Sept 13 agenda:
 - Food at first meeting
 - Re-set Member expectations of attendance and involvement.
 - Needs Assessment presentation – Mona and Graham?
 - Do an overview of each committee.

10:10am Discussion: CPAC Committees Forward Movement

- **African American Ad Hoc Committee** – Executive Committee members discussed the creation of a new ad hoc committee. Exec Members expressed desire for the committee to be populated by diverse participants. To get started and gather info, Naeemah suggested the idea of the ad hoc African American committee members touching base with other CPAC committee chairs to inquire what their efforts are doing for black children.
- **Membership Committee**- Executive Committee members discussed the need for a revival of the Membership Committee. Yensing expressed interest in co-leading the Membership Committee with the new CPAC Coordinator.
 - Discussion- some people find CPAC is an intimidating group to enter. When new members are appointed, they don't know what to do. Might be good to have a "buddy" on the Executive Committee that people can go to, ask them questions.
 - Next steps – Yensing to create a plan of what is needed; goals for the committee (create onboarding presentation/process, evaluate current membership and needs, etc.) and timelines. Look for 3-4 people to participate. # of ppl, # of meetings, and duration of workgroup meetings

CPAC Committee & Project Updates (Discussion)

- *African American Children Ad Hoc*
- *Legislation & Public Policy*- taking a break because it was a busy budget season. SF budget to be signed in August.
- *Workforce* – probably meeting in Aug. Recently heard SEED stipends may be going away. Look into that.
- *Title 5 Committee*- passed Hold Harmless through Sept 30. DEC is waiving family fees for vouchers through fiscal year.

Adjournment

Next CPAC Executive Committee Meeting: August 23, 2023, 9:30-11:00AM