



CPAC Membership Committee  
September 18, 2024, 2-3pm  
Minutes

In Attendance: Heather Morado (Committee Chair), Monique Guidry, Cheryl Horney, Yensing Sihapanya

Agenda

- I. Discuss/Plan: How to Recruit Child Care Consumers (Heather Morado)
  - a. Review Yensing's consumer flyer.
  - b. Discussion re translating flier and CPAC meetings, as needed. Advertise / use [Zoom transcript translation option](#)
    - i. "If the speaker is presenting in another language and you want the captions to be generated into your language, Zoom can translate the captions into your preferred language. This is done in real-time during the meeting, and can be set by each individual participant."
  - c. Yensing will have flier translated in Spanish, Chinese, Vietnamese, Russian, Tagalog (SFUSD official mandatory languages for translation)
  - d. Outreach to consumer at MNC council – Mary (Community Partner Director), Head Start Policy Council
- II. Discuss/Plan: Officer Elections
  - a. Create slide on roles + timeline for elections to share at October or November meeting
    - i. Express your interest in an officer position to Melanie by December 1<sup>st</sup> so you can be on the agenda.
  - b. At December meeting, officer applicants should state their position and why they want to be in the role before vote
- III. What are the Membership Committee's specific goals for 2024-25?
  - a. Fill the vacant seats for BOE and BOS.
  - b. Create application templates and establish seating processes.
  - c. Drive membership expectations and accountability.
- IV. Adjournment
  - a. Next Membership Committee Meeting: Wednesday, Oct 16, 2024; 2:00-3:00pm