



CHILD CARE PLANNING & ADVISORY COUNCIL

Workforce Workgroup | March 17, 2026 | 2:00-3:30pm

MEETING NOTES

Welcome

CPAC Workgroup Shifts and Expectations

<https://docs.google.com/document/d/1ujDpVWqrI3Nula8ADxauWOFYWJI--tbUcFoV7BKJcMs/edit?usp=sharing>

The meeting focused on restructuring the CPAC Workforce Workgroup's meeting format and membership expectations. The group discussed transitioning from monthly planning and public meetings to alternating between planning-focused and presentation-focused sessions, with a 75% attendance requirement for active participants.

The intentions for structure of the Workforce Workgroup are:

- Create and carry out actions behind the goals.
- Create meetings where community can be heard from.
- Members of workgroup will be listeners; bring people from community to speak..
- Every other meeting the public would attend. Planning meeting, then presentation meeting.
- The 75% attendance will apply to the planning and public meeting.
- Goals are education and raising voices to CPAC in regards to the Policy Platform and vision of CPAC.

New Membership for CPAC Workforce Workgroup

Who should be part of the membership? Similarly to CPAC, have categories of membership:

- Coaches
- Grantees under DEC's workforce initiative should be present. Best practices, share with community, lessons learned.
- Family support specialists – people supporting families, they are part of the workforce.
- Classroom teachers
- Other?

Find another more inclusive word for “member”. Partner champion, organization lead.
“member” = someone committed and staying engaged. “Workgroup participant”

Workforce Workgroup Goals and Action Items for 2026

https://docs.google.com/document/d/1XrEkl_tla74d0IL8Zs2_M-mxftpXm9DJ40PuYledLuA8/edit?usp=sharing

The group reviewed and aligned on two main goals: promoting shared understanding of workforce conditions and communicating workforce needs to CPAC,

Event For Workforce Workgroup:

There will be an upcoming Workforce Pathways Fair before June 30, 2026 to get the word out about the pathways initiatives in San Francisco. There will be a need for recruitment and outreach to educators.

ACTION ITEMS FOR NEXT MEETING:

- All: At the next meeting, review and begin to translate goals and action plans into concrete, actionable steps with assigned responsibilities and priority levels. Create a timeline.
- All- Identify and communicate data needs and gaps to Ericka/CPAC in preparation for the upcoming needs assessment.
- Decide about seats, who is an “active participant”? what are the specific “seats” that would be advantageous for the Workforce workgroup?
- Sabrina- convert meeting goals into a spreadsheet format for easier planning.
- Sabrina- Share the finalized Asian educators survey with the group and encourage distribution to relevant networks; share findings and trends with the group when available.
- Anna- Consider including a CPAC/workgroup information table at the upcoming Pathways Fair to promote the group and its new structure

Adjournment

Next Workforce Committee Meeting: Tuesday, April 21, 2026; 2:00-3:30pm