



## Master Plan Committee Meeting

Tuesday, May 20, 2008

Santa Cruz County Office of Education  
Business Services Conference Room

### Minutes

**Members Present:** Sandy Davie, Jody Pemberton

**Absent Members:** Carole Mulford, Wilma Gold

**Facilitator:** Diane Oyler, CCPC Coordinator

#### I. Welcome and Introductions

Sandy called the meeting to order at 1:40 PM. All present were welcomed.

#### II. Evaluate Stakeholders Principles and Goals Table

- Sandy reviewed the stakeholder's principles and goals table and recommend that we continue to add to it as we receive additional edits from May's Council meeting.

#### III. Conduct Editing on Master Plan

- Diane reviewed the most recent master plan with input from stakeholders and shared email responses from several child care related persons.
- Sandy and Jody made several suggestions as to which collaborators were missing from the master plan.
- Additional suggestions included: getting school districts and child care unions input on the master plan.

#### IV. Master Plan Next Steps

- Committee members suggested tasks in preparation of presenting the Master plan to the Child Care Planning Council. Council members will receive updated version of master plan along with agenda and minutes.
- Public Hearing of the Master Plan will be advertised via public service announcements.
- Updated version of master plan will be placed on CCPC web site for public viewing and access.
- Send public hearing information to BOS and SOS in advance of CCPC monthly meeting.
- Presentation of the master plan to CCPC membership will be conducted by Sandy. She will present the master plan at the beginning of the Council meeting during public announcements and public hearing.
- Sandy will quickly ask for input from Council members and community.
- Diane will have hard copies of the master plan available for attendees.
- Jody noted that this process should only take a few minutes to allow for comments and input.

**V. Agenda Items for next meeting**

- Review updated master plan draft with input from public hearing.
- Develop next steps for master plan completion.

**VI. Adjourn**

Meeting adjourned at 4:00 pm.

**Next meeting will be on June 20, 2008, 9:00- 3:00 PM, Horticulture Building, Cabrillo College.**

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