



The Santa Cruz County Child Care Planning Council
El Consejo de Planificación de Cuidado Infantil del Condado de Santa Cruz
www.childcareplanning.org

Subsidized Programs Consortium
November 1, 2006, 9:00-10:30 AM
County Office of Education Ocean/Pacific Room

Representatives Present: Wilma Gold (UCSC Early Care and Education Services), Barbara Griffin (Campus Kids Connection), Elaine Henning (Voucher Project), Kathy Lathrop (CalSAFE and PVUSD), Ellen Ortiz (Child Care Consultant).

Minutes

I. Welcome and Introductions. Additions to Agenda

Co-chair Ellen Ortiz called the meeting to order at 9:08. Due to low turnout, committee members present decided to first discuss how to revitalize the Consortium and brainstormed ways to attract members.

In addition, members will call all members who are not attending and ask them why they're not coming.

II. How can we help administrators of child development contracts:

- What can this consortium be:
- Delegates to go to key collaborative meetings/presentations and then bring back information to share with the group.
- Training for new directors re: time management, personnel management,
- Structure regular meetings in "support triads" to discuss challenges and brainstorm challenges.
- CEL
- Brainstorm topics and set out annual calendar of topics to send out to group. Members themselves to take responsibility for presenting mini-sessions.
- Designate member to check key websites to report any news
- Designate time at each meeting for members to present on their programs.

Possible discussion/training topics:

- Creative combining of contracts
- Structuring program administration/positions
- Child Care 101 presentation
- Strategic/Action Planning
- Working with adults/collaboration
- CPIN/State Trends
- How do we meet program standards

III. Discuss current open subsidized child care slots in the County and strategies to fill them.

Wilma Gold of UCSC Early Care and Education Services still has \$74,000 in full-day state preschool contract dollars that she will be unable to use. She is offering up these dollars for subcontract. Contact Wilma for more information: whgold@ucsc.edu or 459-5234.

IV. Public Policy Update

No report at this time. Hiranya to invite Jim Hopper to present a public policy update quarterly to the Consortium.

V. Update on Centralized Eligibility List (CEL)

Ellen posed the question to the group of how to get center administrators to send in information on who they have enrolled in their programs so that the CEL can be updated.. An easy way for administrators to do this is to simply fax the 801A form with a cover page to the Voucher Project. The Voucher Project's fax # is 688-2156. Kathy requested a contact page to post on the wall for easy access. Ellen agreed to create and distribute one. * See attached for your use as-is, or with your reformatting.

Additionally, Ellen reported that there is a new version of the Kinder Wait software which includes important updates and improvements. CEL partners will be notified by Voucher Project by email when our site is scheduled for update by Controltec. Additionally, new manuals are available to match the upgrade. They will be emailed, but before people print them out, we are trying to determine whether it will be possible to selectively print only pages with changes rather than waste time and paper reprinting the whole document.

Ellen and Elaine hope to distribute a draft Spanish version of the brochure at the next meeting. They may also be ready to share the new CEL website that is currently being developed.

VI. Update on CDD regulations and Local Procedures re CDD Programs

- Reminder that CDD Programs serving any school age children are required to inform families of 11 and 12 year olds about ASES and 21st Century programs, and to cooperate in transfer to those programs. If the family determines that its needs can't be met by those programs, and elects to continue with the CDD contractor, the contractor must thoroughly document for their own program files the specific reason the family has determine that ASES/21st Century programs cannot meet their needs. See Management Bulletin 06-03 for the most recent details on these requirements, including CD 9608, the form for documentation from the parent. Parents not completing this form must have their services discontinued.
- Reminder that service based on referrals from Child Protective Services are time limited to the length of the Child Welfare case plan, up to 12 months, with a possibility of an extension to 18 months only if the CPS plan is extended. These families may be exempted from payment of family fees for up to 12 months. Families referred from community based social service providers (such as FRCs) may only be served for at-risk need-for-care for up to three months, and may be exempted form payment of family fees for that

period of time. See Management Bulletin 06-14 for further information. Also see the following item for local procedure on child protective services referrals.

- Any referrals from Child Protective Services or CareerWorks social workers at HRA are supposed to go through a process to determine if they're eligible for CalWorks child care rather than taking up a limited, CDD-subsidized slot. This procedure is the product of an agreement between HRA and Voucher Project, involving both the CareerWorks and Child Welfare Services divisions of HRA. If another CDD agency inadvertently receives a referral from HRA, please call Elaine at Voucher Project right away.
- Elaine working with Diane to crosscheck Child Care Switchboard provider listings. Providers who aren't listed with the Child Care Switchboard, or who decline to specify their rates to CDRC will no longer be able to receive alternative payment reimbursement.
- New families fees are coming soon (a Management Bulletin concerning the changes is about to be posted).
- Voucher project will no longer be able to pay into CDD funded centers for children of families who are being served through the Alternative Payment Program.

VII. Update on AB212 Staff Training/Retention Program.

Hiranya reported on the recent efforts/ideas of the AB212 program planning committee.

a. Possible content/format and dates for follow-up events: Fall Showcase Evening and Spring Mini-Conference.

Plans for a Spring mini-conference focused on the DRDP-R are under way. The tentative date is Saturday, March 3rd. The event will follow a similar format to the Fall training event, with a cohort of directors assisting CCPC staff in planning and hosting the event. Showcasing to be integrated into Spring Mini-Conference. The focus of the Spring module will be on using assessment to guide curriculum planning. More information to follow.

b. Application Information

Not enough program directors present to do this. Tabled to next meeting

c. Training needs

Member of the Subsidized Programs Consortium posed the idea of hosting a Director's Training series focused on the training topics listed in Section II above. Kathy Lathrop recommended researching Alameda's director institute for ideas. Staff will pursue this idea to determine feasibility and interest.

d. DRDP-R (challenges and innovations)

Not enough program directors present to do this. Tabled to next meeting

e. Local vs. CDE Funding

Tabled to next meeting.

VIII. Set next meeting agenda.

- Welcome and Introductions. Additions to Agenda
- Follow-up on phone survey re: how can we help administrators of child development contracts.
- Discuss current open subsidized child care slots in the County and strategies to fill them.
- Public Policy Update
- Update on Centralized Eligibility List (CEL)
- Update on CDD regulations
- Update on AB212 Staff Training/Retention Program.
- Set next meeting agenda.
- Announcements

IX. Announcements

None

X. Adjournment

Meeting was adjourned at 10:30.

Next meeting: Wednesday, December 6, 9:00-10:30, COE Ocean/Pacific Room

**For Centralized
Eligibility List (CEL)
questions or to refer
parents to the CEL, call
Voucher Project at
688-2152
Ask for Marta or
Elaine**

**CEL partners may email
questions to Voucher
Project at:**

sccpavp@bayarea.net