



**Meeting Minutes**  
**Tuesday, September 5 at 1:00 pm**

**Call to Order, Sign-In** – Donna called the meeting to order at 1:05 pm. Attendees -- Council Members: Donna Jackson, Shannon Puente, Nancy Miner, Karen Frazier, Emma Swett, Joni Drake, and Denise Moreno. Council Coordinator: Erika Simmons. Members of the public: Nina Machado and Jeni DeWalt.

**Public Matters not on the Agenda**

Discussion items only, no action taken. Any person may address the Council at this time upon any subject matter with the Council's jurisdiction. Any matter that requires action may be referred to the staff/council for possible action at a subsequent meeting. There is a 5-minute limit for each matter.

Nina shared information about an upcoming event on Friday, "Tools for Tomorrow." This event is a community picnic with resources, sponsored by MHSA.

**Consent Agenda**

Items listed are considered routine and may be enacted by one motion. Any items may be removed for discussion and made part of the regular agenda at the request of one or more Council members.

- No Minutes from June 2023 meeting (Brown Act training)

*Motion to approve:* \_\_\_\_\_ *Second:* \_\_\_\_\_  
*Yes* \_\_\_\_\_ *No* \_\_\_\_\_ *Abstain* \_\_\_\_\_

**Approval of Agenda**

Approval of the agenda for this date and all off-agenda items must be approved by the Board.

*Motion to approve:* Emma Swett *Second:* Joni Drake  
*Yes* 7 *No* 0 *Abstain* 0

**Old business**

- a. **Consultant – Needs Assessment and Priorities Report. September – Strategic Plan**  
Erika shared that Rosann Andrus, the consultant that we contracted with several months ago, has not been returning our emails or calls to follow up on the Needs Assessment. We will need to find a new consultant. Nina recommended Sarah Boxx, who First 5 Amador has worked with.

**New Business**

- a. **ACCC Outreach** – Amador Transit bus ad, Wolin Arena sign, movie theater ad  
Erika shared that we have renewed our contract for the bus ad for another year. We now have a new sign posted at the Amador County Fairgrounds, on the fence of the Wolin Arena. This sign will be an ongoing contract, to renew each year. Our children's summer movie sponsorship ended in August. Erika is going to look into sponsoring at the movie theater throughout the year. The ACCC monthly e-newsletter is back this month after taking a break for the summer, and will be going out this afternoon.
- b. **Next year's date for Celebrate Our Children**  
We decided that Saturday, April 27 will be next year's date for 'Celebrate Our Children.' Calaveras will be hosting their annual Children's Fair on April 6.
- c. **Website Update – Tori Moody**



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Erika shared that the new ACCC website is now complete and has gone live. The website was announced in our September newsletter, and on our Facebook page. Tori Moody will continue to provide maintenance and updates as needed. The website address is [www.amadorccc.org](http://www.amadorccc.org)

**d. Purple Manual – update**

Erika announced that the Purple Manual has been updated, and will be printed for distribution.

**e. CCL Advocate Workshop – September 19**

We will be co-hosting this workshop with the Calaveras Child Care Council, and The Resource Connection. The workshop will be presented over Zoom by CCL Advocate, Jan Hoshida. Erika shared that this is a workshop that ACCC has hosted in years past, and is excited to be bringing it back.

**f. CCCCA Conference – September 20-22**

Erika and Sheri will be attending this Conference in Sacramento, for LPC Coordinators across the state.

**g. College & Career Fair – September 28**

We have been invited to host a table again at this annual event. This year's Fair will be held at Amador High School. Erika will be attending the R&R Conference scheduled for the same date, so Emma is going to man our table. Shannon also volunteered to help Emma. Erika will gather and prepare materials, and will get them to Emma beforehand.

**h. Schedule Council Retreat**

We would like to schedule a Retreat, so that the Council can discuss and update the Strategic Plan. The Council decided that February would be the best month to schedule this. Erika will send out a Doodle Poll to ask members which dates work best for them, and will work on securing a venue.

**i. 2023 – 2024 Budget Approval**

Erika presented the proposed budget for 2023-2024, which is due to the State by September 18. Council members voted to approve, with a correction to the year listed near the top. Nina voiced a concern that the 8% administration cost that ACOE is taking out, seems high.

*Motion to approve: Joni Drake                      Second: Karen Frazier*  
*Yes\_\_7\_\_      No\_\_0\_\_      Abstain\_\_0\_\_*

**j. Membership Update**

Erika shared that Michelle Pechette has taken a new position with ACUSD/ACOE, so she has had to resign from the Council. This leaves a member position open, as well as the Chair position open. Donna is the current Vice Chair, and she volunteered to step up as Chair. Emma volunteered to take over as Vice Chair. In addition, Jeni DeWalt submitted an application to become a member. She has replaced Michelle Pechette at ACUSD/ACOE, as Director of Child Development. Council members voted on these membership changes.

*Motion to approve: Denise Moreno      Second: Joni Drake*  
*Yes\_\_7\_\_      No\_\_0\_\_      Abstain\_\_0\_\_*

**k. Legislative Updates**



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Erika shared information and a brief overview on two current Assembly Bills that affect the child care field. These are AB 116 and AB 120. Summaries of these Bills are listed in the ACCC September newsletter. This will be an ongoing section featured in our monthly e-newsletters.

**I. UPK Mixed Delivery Workgroup Update**

ACCC hosted a UPK Workgroup meeting in August. Erika shared that we had a good turnout, shared information, and discussed creating a brochure for families, explaining the UPK Mixed Delivery concept. She shared the brochure that Calaveras Child Care Council developed, and meeting attendees reviewed and gave suggestions for changes to create a similar version for Amador County. Erika will work on the brochure. Next meeting is on October 11.

**m. Workforce Development Grant Update**

No updates at this time.

**n. Updates from the Field**

Joni shared that the annual traditional 'Big Time' event will be held at ChawSe Indian Grinding Rock, on September 23 and 24.

Shannon shared that Messy Mornings continues to attract a large turnout, and one recent day featured drumming. First 5's Jackson Playgroup site has had a slight change in operation, with half of the children attending inside and half outside for the first half of the morning, and then switching.

**Adjournment**

*Motion to Approve: Denise Moreno*      *Second: Joni Drake*  
Yes   7      No   0      Abstain   0  

**Next Meeting – Tuesday, October 3, at ACUSD District Office.**