



**QUALITY COMMITTEE MEETING AGENDA**

On September 16, 2021, the Governor signed AB 361, which amended certain provisions of the Ralph M. Brown Act (Government Code section 54950, *et seq.*) to allow for local agency legislative bodies to conduct their meetings remotely either telephonically or by other electronic means under specified circumstances. Thus, pursuant to Government Code section 54953(e), the San Mateo County Child Care Partnership Council Leadership and Impact Committee meeting will be conducted via remote conferencing.

**Monday, January 24, 2022, 9:00 a.m. – 10:15 a.m.**

**Website Link:** <https://smcoe.zoom.us/j/98355235001?pwd=QmpTMktQcm1UaTJWUFJGSERaVGU4UT09>

**Meeting ID: 983 5523 5001    Password: 101**

<b>Welcome, Introductions, and Check-In</b>	Edirle Menezes
<b>Action to adopt a resolution finding that, as a result of continuing COVID-19 pandemic state of emergency, meeting in person for the Child Care Partnership Council would present imminent risks to the health or safety of attendees (Attachments #1A and #1B)</b> <i>ATTACHMENTS 1A AND 1B</i>	Edirle Menezes <b><i>ACTION ITEM</i></b>
<b>Approval of the January 24, 2022 Quality Committee Meeting Agenda</b>	Edirle Menezes <b><i>ACTION ITEM</i></b>
<b>Approval of Minutes for September 20, 2021 Meeting</b> <i>ATTACHMENT 2</i>	Edirle Menezes <b><i>ACTION ITEM</i></b>
<b>Item #1: Inclusion Specialization Matrix Update and Discussion</b>	Susan Jeong
<b>Presentation &amp; Review for feedback:</b> <ul style="list-style-type: none"><li>• Draft Introductory video</li><li>• Overview and Peek of draft Utilization Guide</li><li>• PD hour changes in Matrix</li></ul>	
<b>Discussion:</b> <ul style="list-style-type: none"><li>• Formative utility of the Matrix</li><li>• General updates about Matrix</li></ul>	
<b>Item #2: Quality initiatives under the QCC umbrella</b> <ul style="list-style-type: none"><li>• Home visiting</li><li>• mental health support for FCC providers</li><li>• ASQ consultation</li></ul>	Edirle Menezes
<b>Summary and Adjournment</b>	Edirle Menezes

*The next Quality Committee meeting is  
Monday, March 21, 2022: 9:00 a.m. to 10:15 a.m.*

**Website Link** for general meeting:

<https://smcoe.zoom.us/j/99396098014?pwd=SG9QNjc4dk5ESUgzNC9vQWlyNmh0Zz09>

**Meeting ID: 993 9609 8014    Password: 101**

**Date:** January 24, 2022

**To:** San Mateo County Child Care Partnership Council Quality Committee

**From:** Sarah Kinahan, CCPC Coordinator

**Subject:** Resolution to make findings allowing continued remote meetings under Brown Act

**RECOMMENDATION:**

Adopt a resolution finding that, as a result of the continuing COVID-19 pandemic state of emergency declared by Governor Newsom, meeting in person for the San Mateo County Child Care Partnership Council Quality Committee would present imminent risks to the health or safety of attendees.

**BACKGROUND:**

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the Brown Act. The original Executive Order provided that all provisions of the Brown Act that required the physical presence of members or other personnel as a condition of participation or as a quorum for a public meeting were waived for public health reasons. If these waivers had fully sunset on October 1, 2021, legislative bodies subject to the Brown Act would have to contend with a sudden return to full compliance with in-person meeting requirements as they existed prior to March 2020, including the requirement for full physical public access to all teleconference locations from which board members were participating.

On September 16, 2021, the Governor signed AB 361, a bill that formalizes and modifies the teleconference procedures implemented by California public agencies in response to the Governor's Executive Orders addressing Brown Act compliance during shelter-in-place periods. AB 361 allows a legislative body to continue to use teleconferencing under the same basic rules as provided in the Executive Orders when certain circumstances occur or when certain findings have been made and adopted by the legislative body.

AB 361 provides that Brown Act legislative bodies must return to in-person meetings on October 1, 2021, unless they choose to continue with fully teleconferenced meetings because a specific declaration of a state or local health emergency is appropriately made. AB 361 allows legislative bodies to continue to conduct virtual meetings as long as there is a gubernatorially-proclaimed public emergency in combination with (1) local health official recommendations for social distancing or (2) adopted findings that meeting in person would present an imminent risk to health or safety of attendees. AB 361 became effective on October 1, 2021 and will sunset on January 1, 2024.

AB 361 also requires that, if the state of emergency remains active for more than 30 days, the legislative body must make findings by majority vote every 30 days to continue using the bill's exemption to the Brown Act teleconferencing rules. The findings demonstrate the need for teleconferencing persists due to the nature of the ongoing public health emergency. Effectively, this means that legislative bodies must either agendaize a Brown Act meeting once every thirty days to make these findings, or, if a legislative body has not made such findings within the prior 30 days, the legislative body must re-adopt the initial findings if it wishes to conduct a remote meeting.

**DISCUSSION:**

California Department of Public Health and the federal Centers for Disease Control and Prevention ("CDC") caution that the Delta variant of COVID-19, currently the dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>).

On September 28, 2021, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the Board of Supervisors issued a finding that meeting in person would present imminent risks to the health or safety of attendees, and decided to invoke the provisions of AB 361 related to teleconferencing for Board meetings. The Board also strongly encouraged other County legislative bodies to make a similar finding and continue meeting remotely through teleconferencing; and

Accordingly, we recommend that the San Mateo County Child Care Partnership Council Quality Committee avail itself of the provisions of AB 361 allowing continuation of online meetings by adopting findings to the effect that conducting in-person meetings would present an imminent risk to the health and safety of attendees. A resolution to that effect and directing staff to take such other necessary or appropriate actions to implement the intent and purposes of the resolution, is attached hereto.

**FISCAL IMPACT:**

None

**RESOLUTION FINDING THAT, AS A RESULT OF THE CONTINUING COVID-19 PANDEMIC STATE OF EMERGENCY DECLARED BY GOVERNOR NEWSOM, MEETING IN PERSON FOR THE SAN MATEO COUNTY CHILD CARE PARTNERSHIP COUNCIL QUALITY COMMITTEE WOULD PRESENT IMMINENT RISKS TO THE HEALTH OR SAFETY OF ATTENDEES**

**WHEREAS**, on March 4, 2020, pursuant to Government Code section 8550, et seq., Governor Newsom proclaimed a state of emergency related to the COVID-19 novel coronavirus, and subsequently, the San Mateo County Board of Supervisors (“Board”) declared a local emergency related to COVID-19, and the proclamation by the Governor and declaration by the Board remain in effect;

**WHEREAS**, on March 17, 2020, Governor Newsom issued Executive Order N- 29-20, which suspended certain provisions in the California Open Meeting law, Government Code section 54950, et seq. (the “Brown Act”), related to teleconferencing by legislative bodies, provided certain requirements were met and followed; and

**WHEREAS**, on June 11, 2021, the Governor issued Executive Order N-08-21, which extended provisions of Executive Order N-29-20 that waive otherwise-applicable Brown Act requirements related to remote/teleconference meetings by legislative bodies through September 30, 2021; and

**WHEREAS**, on September 16, 2021, Governor Newsom signed AB 361 into law, and AB 361 provides that a legislative body subject to the Brown Act may continue to meet without complying with the otherwise-applicable requirements in the Brown Act related to remote/teleconference meetings by legislative bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such finding at least every thirty (30) days during the term of the declared state of emergency; and bodies, provided that a state of emergency has been declared and the legislative body determines that meeting in person would present imminent risks to the health or safety of attendees, and provided that the legislative body makes such finding at least every thirty (30) days during the term of the declared state of emergency; and

**WHEREAS**, California Department of Public Health and the federal Centers for Disease Control and Prevention (“CDC”) caution that the Delta variant of COVID-19, currently the

dominant strain of COVID-19 in the country, is more transmissible than prior variants of the virus, may cause more severe illness, and that even fully vaccinated individuals can spread the virus to others resulting in rapid and alarming rates of COVID-19 cases and hospitalizations (<https://www.cdc.gov/coronavirus/2019-ncov/variants/delta-variant.html>); and

**WHEREAS**, on September 28, 2021, in the interest of public health and safety, as affected by the state of emergency caused by the spread of COVID-19, the Board issued a finding that meeting in person would present imminent risks to the health or safety of attendees, and decided to invoke the provisions of AB 361 related to teleconferencing for meetings of the Board; and

**WHEREAS**, the Board also strongly encouraged other County legislative bodies to make a similar finding and continue meeting remotely through teleconferencing; and

**WHEREAS**, the San Mateo County Child Care Partnership Council Quality Committee has an important governmental interest in protecting the health, safety and welfare of those who participate in its meetings; and

**WHEREAS**, in the interest of public health and safety, as affected by the emergency caused by the spread of COVID-19, the San Mateo County Child Care Partnership Council Quality Committee finds that meeting in person would present imminent risks to the health or safety of attendees, and the San Mateo County Child Care Partnership Council Quality Committee will therefore invoke the provisions of AB 361 related to teleconferencing for meetings of the San Mateo County Child Care Partnership Council.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that

1. The recitals set forth above are true and correct.
2. The San Mateo County Child Care Partnership Council Quality Committee finds that meeting in person would present imminent risks to the health or safety of attendees.
3. Staff is directed to take such other necessary or appropriate actions to implement the intent and purposes of this resolution.



**SAN MATEO COUNTY CHILD CARE PARTNERSHIP COUNCIL  
QUALITY COMMITTEE  
MEETING MINUTES**

**September 20, 2021  
Virtual Meeting via Zoom**

**Members of the Public:** Edirle Menezes, Susan Jeong, Mary Browning, Andrea Burnett

**Staff:** Ian Johnson, Rosemarie Pozzobon

**Minutes:** Ian Johnson

**1. Call to Order**

Edirle Menezes called the meeting to order at 9:05 a.m.

**2. Action to set the agenda for September 20, 2021, and Approval of the Minutes for the May 17, 2021 meeting**

**MOTION:** BROWNING/ **SECOND:** JEONG

**AYES:** Andrea Burnett, Mary Browning, Susan Jeong, Edirle Menezes

**NOES:** NONE

**ABSTAIN:** NONE

**3. 21-22 QCSM outreach and recruitment**

Edirle Menezes

Edirle Menezes shared updates on the outreach and recruitment efforts of 2021-2022 Quality Counts San Mateo. Recruitment efforts will continue through December, recruiting new programs as Quality Improvement sites. Quality Improvement sites have a greater focus on onboarding, orientation, providing sites the necessary tools to succeed and the training necessary to prepare them for ratings and evaluation.

One new QRIS center (of an existing QRIS agency), five new QI Centers (private centers new to QCSM), and eight FCCs (Family Child Care Homes) have been recruited so far, this fiscal year. QCSM is also focusing on engaging Alternative settings (Library and Home Visiting programs) and FFN (Family, Friends, and Neighbors).

Assessments and ratings have currently been paused until January 2022. The rating priority right now is CSPP sites that have not established a baseline rating; then QCSM will assess the ability to rate and re-rate other sites.

**4. Inclusion Specialization updates**

Susan Jeong

Susan Jeong provided updates on the Inclusion Specialization Matrix and piloting. The five pilot sites for the Inclusion Specialization Matrix are: Jefferson Elementary School District, Anne Campbell Center for Children and Families (in partnership with Izzi Early Education), Cabrillo Unified School District, San Bruno Park School District and San Mateo-Foster City School District.

The Inclusion Specialization Matrix is currently a 6-page document; the intention this year is to consolidate that document down to one page.

The Inclusion Specialization Matrix will be introduced through the SMCOE ELSS IEEEP sponsored Inclusion Training Series. The Early Education Inclusive practices training presented by Ramya Krishna and Polly Yu orient the pilot sites and their staff to the Inclusion Specialization Matrix and application. An Inclusion Pathways Trainings will also be provided in November to a general ECE audience. The

Matrix will be introduced in a way that highlights profound connections between the content of this training, the QRIS Matrix, existing practices, and the Inclusion Specialization Matrix.

The Inclusion Specialization pilot sites have established site goals using the Inclusion Specialization Matrix through self-assessment. In the first quarter, we will be utilizing the Matrix and established goals to fund and implement inclusive environments. Funding provided to these sites will increase inclusive services through adaptive equipment, and professional development; three pilot sites also have an allocation to enhance their facilities. Allocation and spending should align with established goals. These goals will be used to develop site-specific plans applicable over the next three years. Self-assessments and refinement of goals will happen biannually in May and December. It is essential that goals are measurable and have clear markers to indicate progression.

In January, partnering with 4Cs, there will be a focus group to discuss missing elements and modifications necessary to ensure the Inclusion Specialization Matrix is applicable and accessible to FCC (Family Child Care) sites.

**5. Updates on Multilingual Learner Grant** Edirle Menezes (Agendized as Soodie Ansari)

Soodie was not able to attend today’s meeting. Edirle Menezes provided a brief update on her behalf. Further information will be provided by Soodie Ansari at a subsequent Quality Committee Meeting.

SMCOE has been approved and awarded the Multilingual Learner Grant. This is a 2-year grant with the award amount of \$200,000. One of the main goals for this grant is to expand professional development opportunities for Dual Language Learning. These trainings will be conducted over 2 cohorts of 20 (PreK) and 30 (TK) teachers. GEMS is an assessment tool that will be introduced and implemented throughout these trainings. These trainings will function as a deeper dive into classroom implementation. Supplemental COPs (Community of Practice) will also be provided to teachers. Academic units will be provided for this training.

**6. DLL Specialization next steps** Edirle Menezes (Agendized as Soodie Ansari)

Soodie was not able to attend today’s meeting. Edirle Menezes provided a brief update on her behalf. Further information will be provided by Soodie Ansari at a subsequent Quality Committee Meeting.

Some of the components of the DLS (Dual Language Support) Tool are currently being tested at the regional level. This is a Multi-County effort, coursework, coaching tools, and the MyIGDI Assessment Tool (Authentic Assessment Tool for Multilingual Learners) are currently being piloted. Outcomes from regional piloting will inform us and identify the next steps to be taken with DLL Specialization.

**7. Adjournment** Edirle Menezes

Edirle adjourned the meeting at 9:45 a.m.

**The next CCPC Quality Committee meeting is  
Monday, November 15, 2021, 9:00 a.m. - 10:15 a.m.**

*We are actively recruiting new committee members and a co-chair for the Quality Committee. Please contact Edirle Menezes (Quality Committee Chair) if you would like to participate in this committee or have recommendations for recruitment.*