SAN MATEO COUNTY CHILD CARE PARTNERSHIP COUNCIL

WORKFORCE COMMITTEE
MEETING MINUTES

Monday, April 17, 2023

Hybrid meeting on zoom and in-person at 101 Twin Dolphin Drive, Redwood City, CA, 94065

CCPC Members Present: Karen Alden, Heather Cleary (Chair), Karen Haas-Foletta, Liz Scully

Members of the Public In-Person: Melissa Serrano

Members of the Public on Zoom: Michelle Amaral, Angel Barrios, Jennifer Cheyer, Dayna Chung, Vikki Davis, Alyce Desrosiers, Jamie Hui, Mel Kronick, Roselle Loudon, Adriana Magañ, Edirle Menezes, Melissa Serrano, Lygia Stebbing, Marlene Torres-Magana

Staff/Minutes: Sarah Kinahan

Item #1: Call to Order
Heather Cleary

Heather called the meeting to order at 9:10 am.

Item #2: Approval of Agenda and Minutes from February 27, 2023
Heather Cleary

MOTION: SCULLY / SECOND: HAAS-FOLETTA
AYES: UNANIMOUS
NOES: NONE
ABSTAIN: NONE

Item #3: Update on Career Pathways Position
Sarah Kinahan

Sarah shared that the San Mateo County Board of Supervisors approved $200,000 in Measure K funding to support the new Career Pathways position at the San Mateo County Office of Education. SMCOE and the County are working on contracting process. SMCOE is also working on getting the job description approved by their Personnel Commission. SMCOE will leverage several grants from CDE to fund the position for two years. Sarah asked for input on the required and desired qualifications for this position.

Required qualifications included:
- Life experience in early childhood education, and as a college student to be able to have empathy with ECE workers
- Strong organizational and office skills (i.e. Spreadsheets)
- Ability to do outreach, strong communication skills
- Ability to map the user/customer experience

Desired/preferred qualifications included:
- Knowledge of the San Mateo/Bay Area ECE community/relationships with key stakeholders
- Understanding of Title 22 and Title 5 child care programs in California
• A Child Development Permit of Teacher or higher so that they understand the process of applying for/renewing a permit
• Bilingual in Spanish

Jennifer from NOVAworks shared their experiences in recruiting for career navigators for other fields like healthcare – hiring people right now is difficult. What they have found is that it is better to make qualifications preferred to cast a wider net and look for people with a love of research who can track down information.

The group agreed to help with a thorough on-boarding for the new person once they are hired.

**Item #4: Review Trends in Child Development Permits**  
Sarah Kinahan

Sarah shared data on the number of permits processed over the past several years. Since 2009, the number of permits being issued and renewed has been trending down across the state and in San Mateo County.

The group discussed reasons for this decline:
- Many people are letting their permits lapse because there is little incentive to renew.
  - Not required to work in Title 22 programs.
- Programs such as CARES were cut in the Great Recession. The CARES program supported permit attainment.
- Even though there is a state program for reimbursement, people have to pay close to $200 in fees to apply for a permit.
- Filling out the application takes approximately 1 hour for a new permit.
- People have to complete fingerprints multiple times – for permit, for working in licensed program, and to work for a school district.

Suggestions to increase the number of people attaining/renewing a permit included:
- Hold events or clinics to help people complete the application; compensate them for their time.
- Expand on the info sessions that Jamie and Michelle already offer in partnership with 4Cs.
- Find funding to pay for the permit fees up front.
- Develop messaging about the importance/benefit of having this professional credential.

**Item #5: Presentation from EDvance College**  
Melissa Serrano and Lygia Stebbing

Representatives from EDvance presented on their newly accredited BA completion program designed for people currently working in early care and education. The program was piloted with San Francisco State, and they are now working on expanding to other communities based on local needs. They are working with local philanthropy and COEs to find ways to offset tuition costs. Their program allows people to enter with 60 units. Their goal is to be able to offer 10 slots for people working in San Mateo County in Fall 2024. They would like all interested people to apply now so they can demonstrate need to funders and build a pipeline of interested ECE workers. They will have upcoming information sessions on April 19 and 27 and offered to hold more for interested communities.

**Item #6: Other Workforce Updates**  
Heather Cleary/All
• Dayna Chung shared that the next Rainbow Kids webinar will be held on April 19.
• Alyce shared that TIFFAN had interest from 225 people in their free workshops being held at the Atherton Library. 94 people signed up, mostly nannies, and they added additional online sessions in English and Spanish to accommodate this number of interested people.
• Marlene shared an update from Upward Scholars. They have several people in the TeacherUp program now. They will be holding a Community Conversation on May 11 to share what they are learning.

Adjournment at 10:31 am

Heather Cleary

The next CCPC Workforce Committee meeting is June 26, 2023