



QUALITY COMMITTEE MEETING AGENDA

Thursday, June 2, 2022, 2:00 – 3:00 p.m.

Meeting will be conducted via Teleconference Only

Website Link: <https://smcoe.zoom.us/j/97991582540?pwd=a2t6MkM3RkVzTjFsaHJ4MDBLYnlyZz09>

Meeting ID: 979 9158 2540

Passcode: 232009

Dial-In Option: 1-669-900-9128

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| Call to Order | Edirle Menezes |
| 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’s Quality Committee would present imminent risks to the health or safety of attendees
<i>ATTACHMENT 1A & 1B</i> | Edirle Menezes
<i>ACTION</i> |
| Action to Set Agenda for June 2, 2022 Meeting and Approval of Minutes for January 24, 2022 Meeting
<i>ATTACHMENT 2 - Minutes</i> | Edirle Menezes
<i>ACTION</i> |
| Welcome & Check-In | Edirle Menezes |
| Review of CCPC’s Strategic Goal Area: Quality and Progress on 2019-24 Strategic Plan
<i>ATTACHMENT 3 – CCPC Strategic Goal Area Quality</i> | Sarah Kinahan |
| Set priorities for Quality Committee for 22-23 Year | Edirle Menezes |
| Adjournment | Edirle Menezes |

Date: June 2, 2022
To: San Mateo County Child Care Partnership Council's 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's 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On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for public agencies to transition back to public meetings held in full compliance with the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:

The COVID-19 transmission rates are higher this month than they were on November 15, 2021 when the San Mateo County Child Care Partnership Council adopted a resolution first invoking the provisions of AB 361. The state of emergency caused by the spread of COVID-19 continues to directly impact the ability of members of the San Mateo County Child Care Partnership Council's Quality Committee to meet safely in person; and conducting in-person meetings at the present time 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'S QUALITY COMMITTEE WOULD PRESENT IMMEDIATE 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 remains 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, 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 San Mateo County Child Care Partnership Council's 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's 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's 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's 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**

**Monday, January 24, 2022
Virtual Meeting via Zoom**

CCPC Members Present: Cheryl Oku, Lisa Zimiga

Members of the Public: Edirle Menezes (Committee Chair), Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Cheryl Oku, Donna Yuriar, Lisa Zimiga

Minutes: Edirle Menezes

1. Call to Order

Edirle Menezes called the meeting to order at 9:07 a.m.

2. 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)

MOTION: OKU/ SECOND: ZIMIGA

AYES (ROLL CALL VOTE): Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Edirle Menezes, Cheryl Oku, Donna Yuriar, Lisa Zimiga

NOES: NONE.

ABSTAIN: NONE.

MOTION APPROVED.

3. Action to set the agenda for January 24, 2022 and Approval of the Minutes for the September 20, 2021 meeting

MOTION: ZIMIGA/ SECOND: BROWNING

AYES: Soodie Ansari, Mary Browning, Andrea Burnett, Susan Jeong, Edirle Menezes, Cheryl Oku, Donna Yuriar, Lisa Zimiga

NOES: NONE.

ABSTAIN: NONE.

MOTION APPROVED.

4. Inclusion Specialization Matrix Update and Discussion

Susan Jeong presented an update on the Inclusion Specialization matrix, led the group in a discussion and asked for feedback. The group reviewed the introductory video, the drafted Utilization Guide, and changes recommended to PD hours in the Matrix.

The purpose of the Inclusion Matrix's video is to provide an introduction to the inclusion specialization matrix that is digestible. The Inclusion Matrix is 5 pages long and could be intimidating for early educators at first glance.

- The Internal SMCOE Inclusion Matrix Workgroup team had previously met to discuss formative and summative approaches/utility of matrix.

It is this groups intention that:

- The Inclusion matrix is a companion document to the QRIS matrix.
- Access remains the first element of the Inclusion Matrix.
- The three quality indicators of the Matrix are: Evolving, Integrating, and Implementing.

The Utilization Guide provides information on how to use the Matrix, and definition of the three quality indicators (Evolving, Integrating, and Implementing). Collaboration and Belonging are the mainstays for the theme of the Matrix. Collaboration with families, practitioners (from special education, child



development) and service support providers is a consistent theme throughout. Belonging is reflected in all areas of practice – outreach, enrollment, environment, etc. that considers everyone.

Formative utility of the Matrix

Historically, the committee recommended the Inclusion Matrix have a formative utility, yielding a program self-assessment of inclusive practices. Language like ‘evidence’ was to be avoided in the guide. Instead, ‘we welcome you in this journey and would like you to reflect on the elements.’ Current recommendations include use of both formative and summative approaches. Some summative assessment tools recommended by members of the committee included - ICP and TPOTs, and CPIP as a self-assessment tool.

General updates about Matrix

Mary Browning and Susan Jeong are partnering with 4Cs to facilitate feedback from FCCs through focus groups about the accessibility of the Inclusion Matrix. This focus group will include QRIS participating Family Child Care Homes that are inclusive or interested in becoming inclusive, but are not yet serving children with varying abilities.

Feedback and commentary following the presentation:

- The committee found the introductory video to be clear, concise, and informative.
- Calling out access as an element is important.
- The video does not make the matrices look cohesive. It should be apparent that the Inclusion Matrix builds on the original QRIS matrix, and has aligned goals.
- The music for the introductory video should be something more upbeat.
- The recommended introductory training for the Inclusion Matrix aligns with QRIS professional development requirements. The Pathways to Inclusion training series exceeds the 21 hours QRIS sites are annually required to complete (outlined in the QRIS Matrix, Element 3 - Teacher Qualifications).
- Committee members recommended that the number of professional development hours required for each quality indicator incrementally increase as sites transition through the levels of the Matrix.
 - For example: 3-6 hours of PD are required at the *Evolving*; 10-15 hours for *Integrating*, and 22.5 for *Implementing*.
- Susan Jeong recommended that Embedded Instruction should be the next series offered to IEEEP sites next year.
- Susan Jeong and Edirle Menezes will be planning and organizing SMCOE professional development offerings for 2022-2023, and will ensure that they support the implementation and execution of the Inclusion Matrix.

5. Quality initiatives under the QCC umbrella

Edirle Menezes provided a brief overview of Quality initiatives under the QCC umbrella.

- Four Home Visiting Programs have joined Quality Counts San Mateo
- ASQ consultation is open to any programs that have participated in the ASQ training and HMG pilot work with FCCs (based on partnerships with HMG and 4Cs, and SMCOE).
- Mental Health support is available to all QCSM programs through Star Vista through:
 - group consultation, and
 - On the horizon – an exploration of partnerships with Healthy Homes.

6. Adjournment

Edirle Menezes adjourned the meeting at 10:15 a.m.

The next CCPC Quality Committee meeting will be held on March 15, 2022, at 09:00 a.m.

**San Mateo County Child Care Planning Council
Strategic Implementation Plan 2019-2024**

CCPC Strategic Goal Area: Quality

Goal: Every child thrives socially, emotionally, and academically because they receive quality early care, education and/or after-school programs

Desired Outcome of Plan: ECE programs will have the resources and knowledge to align with Quality Counts framework

Strategic Priorities	Recommended Activities (to be finalized by committee)
Build a robust Quality Counts system	<ul style="list-style-type: none"> <input type="checkbox"/> Promote the Quality Counts programs and educate the public on its benefits <input type="checkbox"/> Develop educational/informational materials <input type="checkbox"/> Advocate for increased funding for Quality Counts <input type="checkbox"/> Co-sponsor recognition activities for participating providers <input type="checkbox"/> Expand Quality Counts to include all ECE programs <input type="checkbox"/> Act as an Advisory Body to Quality Counts <input type="checkbox"/> Promote local specializations in Family Engagement, Inclusion and Dual Language Learning <input type="checkbox"/> Advocate for Facility Design and Maintenance resources to be included in Quality Counts CA Quality Improvement Pathways <input type="checkbox"/> Support efforts to expand quality improvement efforts to license-exempt care
Raise the quality of programming for children with special needs, dual-language learners and children at risk	<ul style="list-style-type: none"> <input type="checkbox"/> Collect data in the needs assessment to better understand the existing quality of programming for children with special needs, dual-language learners and children at risk <input type="checkbox"/> Advocate for quality improvement funding to address children with special needs, dual language learners and children at risk
Ensure family engagement is a component of high-quality programs	<ul style="list-style-type: none"> <input type="checkbox"/> Advocate for the inclusion of family engagement in the Quality Counts state framework <input type="checkbox"/> Provide professional development on best practices for family engagement <input type="checkbox"/> Promote ways to involve parents in decision-making, such as Parent Advisory Councils, Parent Cafes, etc. <input type="checkbox"/> Promote and partner with county efforts to provide training in trauma-informed care <input type="checkbox"/> Promote family engagement specialists in large ECE programs
Improve alignment and linkages between ECE and elementary school districts	<ul style="list-style-type: none"> <input type="checkbox"/> Educate school districts and communities of Close the Gap's recommendations for intentionally connecting elementary schools with their neighboring ECE programs <input type="checkbox"/> Build on Big Lift work in this area <input type="checkbox"/> Advocate for quality improvement opportunities and funding for School-Age child care and out-of-school-time programs