



**WORKFORCE COMMITTEE MEETING AGENDA**

**Monday, October 2, 2023, 1:00 – 2:30 p.m.**

**Hybrid Meeting – In-Person and by Videoconference**

**The meeting of the San Mateo County Child Care Partnership Council’s Workforce Committee will be held at the San Mateo County Office of Education, 101 Twin Dolphin Dr., Redwood City, CA 94065.**

Members of the public will be able to participate in the meeting remotely via the Zoom platform or in-person.

For remote participation:

**Website Link:** <https://smcoe.zoom.us/j/95452893458?pwd=emRxRkM0V2xVdVVUTjg3d2xpYUszZz09>

**Meeting ID:** 954 5289 3458

**Passcode:** 857117

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

<b>Call to Order</b>	Heather Cleary
<b>Approval of October 2, 2023 Workforce Committee Meeting Agenda and Meeting Minutes for August 21, 2023</b> <i>ATTACHMENT 1 - Minutes</i>	Heather Cleary <b><i>ACTION ITEM</i></b>
<b>Item #1: Welcome and Introductions</b>	Heather Cleary
<b>Item #2: Presentation from StraighterLine</b>	Melissa Thomas
<b>Item #3: Introduction to New SMCOE ECE Career Pathways Project Specialist</b>	Sarah Kinahan
<b>Item #4: Information on the National ECE Workforce Center’s Foundational TA Series</b>	Sara Gassner-Wollwage
<b>Item #5: Other Workforce Updates</b>	Heather Cleary
<b>Adjournment</b>	Heather Cleary

*The next Workforce Committee meeting is  
November 27, 2023*



**SAN MATEO COUNTY CHILD CARE PARTNERSHIP COUNCIL**

**WORKFORCE COMMITTEE  
MEETING MINUTES**

**Monday, August 21, 2023**

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

**CCPC Members Present:** Karen Alden (late), Heather Cleary (Chair), Karen Haas-Foletta, Liz Scully, Tina Watts, Dr. Ashley Williams

**Members of the Public In-Person:** Alyce Derossiers, Amanda Anthony, Emily Beach, Marchelle Moten

**Members of the Public on Zoom:** Mel Kronick, Jen Cheyer, Maria Romero, Jamie Hui, Marlene Torres, Kristina Brower, Michelle Amaral, Roselle Loudon

**Staff/Minutes:** Sarah Kinahan / Rosemarie Pozzobon

**Call to Order**

Heather Cleary

Heather called the meeting to order at 1:07 pm.

**Approval of Meeting Agenda and Meeting Minutes from April 17, 2023**

Heather Cleary

MOTION: WATTS / SECOND: HAAS-FOLETTA

AYES: UNANIMOUS

NOES: NONE

ABSTAIN: NONE

**Item #1: Update on Career Pathways Program**

Sarah Kinahan

**1A. Career Pathways Program Specialist**

Sarah shared that the San Mateo County Office of Education (SMCOE) received funds from Measure K and from a grant from the California Department of Education which will fund this full-time position. There were 15 applicants and SMCOE is going through the hiring process and will hopefully have someone on board by the next CCPC meeting. She thanked everyone in the committee who helped craft the job description and who sat on the interview panel. Sarah reminded the group that she would like to have their help with onboarding the new person.

**1B. Career Pathways One-Pager**

Sarah worked with the Communications team at SMCOE to put together this document with the hope it will support the person coming on board and serve as a resource to the field. The goal of the document was to highlight a variety of career options for work with children from 0 to 8 years of age and to show that career progression is possible within the field including higher earnings opportunities. To show the various types of work environments, there are bands for home-based, center-based, school-based

programs, and opportunities beyond these. The back shows a snapshot of local resources. Sarah asked for feedback from the group during the meeting and welcomed feedback via email as well.

The committee discussed what to include in a one-pager and what to include in another document or webpage. The content that was discussed included salaries, required versus recommended qualifications, Title 22 and Title 5 requirements, working conditions and environment in different settings, and additional resources to list on the back page. The committee recommended that the one-pager be considered a marketing tool and the audience would be new people coming into the field.

### **1C. Career Pathways Webpage**

Sarah shared a draft webpage that allows us to communicate additional items that were brought up in the discussion about the one-pager. She thanked everyone who provided photos and invited others to share. She briefly went through the draft webpage. Recommendations from the committee included making the page more interactive, cutting down the amount of text used and using more graphics, explaining the reasons to choose this field, including the limited training and experience required to enter the field and how there are multiple entry paths, the resources for support, and a link to job announcements (Good2Know). Sarah shared that at the initial launch, the website can be something simple evolving with time.

#### **Item #2: Child Development Associate (CDA) Credential** Sarah Kinahan

Peninsula Family Service and Izzi have been running cohorts of people through the CDA credential program, a nationally-recognized program for bringing people into the field. They shared that they have encountered a challenge in that once an individual completes the program, there are not enough CDA PD Specialists to sign off. The committee mentioned that the ChildCare Education Institute, a subsidiary of A StraighterLine Company, offers a cohort where the participants also get a coach. This could be something for the new Career Pathways person to investigate.

#### **Item #3: Other Workforce Updates** Heather Cleary/All

- Sarah shared that a team is going to Texas in October to learn about public funding strategies for children’s initiatives at the 2023 Children’s Funding Institute. Will update everyone at the November meeting.
- Podcast “No one is coming to save us” is worth listening to. They talk a lot about family child care and successes in early childhood.
- JobTrain is in the early stages of exploring ways of bringing education to family child care providers in Spanish. Would love to connect with partners who are doing this.
- Good2Know launched their new website with all the content developed over four years. They are providing information relevant to everyone in the field and have a San Mateo County section for our county’s specific information.
- Renaissance Peninsula (with Measure K funds) is kicking off their child care program with some events in September; visit their website for more details.
- TIFFAN in partnership with PITC is offering 10 online 2-hour free workshops in English and Spanish for nannies and family-friend-neighbor caregivers. The response has been very positive. Also, the Foothill and training programs are opening up at the end of September.
- Skyline expanded the ECAP to include Peninsula Family Service, Palcare and Izzi. They are finding a need for an ESL track first that counts towards career development and connects them into the apprenticeship program.



**Adjournment at 2:34 pm**

Heather Cleary

**The next CCPC Workforce Committee meeting is September 18, 2023**