



## COUNTY OF SONOMA

575 ADMINISTRATION  
DRIVE, ROOM 102A  
SANTA ROSA, CA 95403

### SUMMARY REPORT

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**Agenda Date:** 10/21/2025

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**To:** Board of Supervisors

**Department or Agency Names:** Human Services, Office of Education

**Staff Names and Phone Numbers:** Angela Struckmann, 707-565-5800, Liz DePrimo, 707-524-2792

**Vote Requirement:** Majority

**Supervisory District:** Countywide

**Title:**

Child Care Planning Council Bylaws and New Member Appointments

**Recommended Action:**

- A) Approve the Child Care Planning Council Bylaws
- B) Approve the appointment of four new members to the Child Care Planning Council of Sonoma County for a term beginning September 25, 2025, and ending June 30, 2027

**Executive Summary:**

The Sonoma County Child Care Planning Council bylaws have been updated to reflect current processes of the Child Care Planning Council. The revised bylaws have been approved by the Child Care Planning Council and the County Superintendent of Schools (See Attachment A).

The Board of Supervisors is responsible for appointments to over 75 Boards, Commissions, Committees, and Task Forces. Vacancies and upcoming expiring appointments are posted on the County's list of Boards, Commissions, Committees, and Task Forces website:

<https://sonoma-county.granicus.com/boards/w/808bd6e42edf8e0f> .

Rule 50 of the Board Rules of Procedures states that the Clerk of the Board shall convene staff to review prospective countywide appointments and make appointment recommendations to the Board. The current item recommends appointment of four new members to the Child Care Planning Council of Sonoma County.

**Discussion:**

The mission of the Child Care Planning Council of Sonoma County (CCPC) is to convene and inspire the community through collaboration, leadership, and advocacy to promote and plan for quality child care and development services for the benefit of all children (primarily birth to 12), their families, and Sonoma County.

The CCPC was originally established in 1992 to meet the requirements mandated by the passage of Assembly Bill (AB) 2141, which created local child care and development planning councils to identify local priorities for child care and state preschool expansion funds. The passage of AB 1542, which established the California Work Opportunity and Responsibility to Kids (CalWORKs) program, also required the County Superintendent of Schools and the Board of Supervisors (Board) to designate a local child care planning council to establish priorities for state-funded child care and development services and to develop a comprehensive countywide plan for child care. It is this bill that connects CalWORKs, and the Human Services Department (HSD), to the

CCPC. On September 29, 1998, the County Superintendent of Schools and the Board designated the CCPC, to be staffed by the Sonoma County Office of Education.

Bylaw changes are indicated on Attachment A, and include the following:

- Expansion of the “Statement of Purpose” section
- Addition of the section titled “Code of Ethics”
- Addition of the section titled “Appointment of Members to Outside Commissions, Councils and Boards”
- Removal of Treasurer position and Finance Committee
- Addition of terms for advisory members
- Change to terms to follow fiscal year rather than calendar year
- Some duties shifted among standing committees
- Additional minor changes to wording and formatting

The CCPC recommends the appointment of members that meet the legislated membership requirements to the Board and the County Superintendent of Schools to jointly appoint members to the local CCPC in 5 categories of membership: 1) Consumers, 2) Child Care Providers, 3) Public Agency, 4) Community, and 5) Discretionary Appointees of the Board and the Superintendent.

The CCPC bylaws allow up to 35 members and the current membership is 16 members. There are usually between 16-23 active members of the CCPC. As required, the CCPC makes every effort to ensure that the ethnic, racial, and geographic composition of members reflects the county. The CCPC membership chair and committee have worked hard over the last year to increase membership. Openings are posted on the CCPC website and the County Boards and Commissions website. Additionally, community recruitment efforts are made on an ongoing basis via press releases, flyers, and individual outreach. Members are appointed for two-year terms, with roughly half of the members’ terms expiring each year.

The Board is requested to appoint the members listed below to terms beginning on September 25, 2025 and ending on June 30, 2027. This appointment recommendation has been made to and approved by the County Superintendent of Schools for the following members:

**Sarah Bellak, Parent, Consumer Seat**

Ms. Bellak is a child care consumer and as the parent of a toddler, she can contribute important perspectives as a CCPC member in the Consumer seat.

**Lara Brown, Town of Windsor, Public Agency Seat**

Ms. Brown is an employee of and is designated to represent the Town of Windsor as a CCPC member in a Public Agency seat.

**Leslie Corral Cisneros, First 5 Sonoma County, Public Agency Seat**

Ms. Corral Cisneros is an employee of and is designated to represent First 5 Sonoma as a CCPC member in a Public Agency seat.

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**Pamela Cullum, Sonoma HEALS, Community Seat**

Ms. Cullum works as a doula and is a family-serving community leader, and can contribute important perspectives as a CCPC member in the Community seat.

The CCPC will have 15 openings for additional members after these appointments are approved.

**Strategic Plan:**

Not Applicable

**Racial Equity:**

**Was this item identified as an opportunity to apply the Racial Equity Toolkit?**

No

**Prior Board Actions:**

**01-07-2025:** Approved appointments and reappointments to the Child Care Planning Council and authorized the Director of the Human Services Department to sign the required Certification Statement Regarding Composition of the Local Planning Council Membership

**09-21-1999:** Approved bylaws developed by the Child Care Planning Council

**FISCAL SUMMARY**

**Narrative Explanation of Fiscal Impacts:**

There are no fiscal impacts.

**Narrative Explanation of Staffing Impacts (If Required):**

There are no staffing impacts.

**Attachments:**

- A) Bylaws draft
- B) Child Care Planning Council of Sonoma County Membership
- C) Applications Recommended

**Related Items “On File” with the Clerk of the Board:**

There are no items on file with the Clerk of the board.