

COUNTY OF LOS ANGELES



POLICY • PLANNING • PRACTICE

Richard Cohen, Chair  
Andrea Joseph, Vice Chair

Date: March 4, 2014

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Norma Amezcua  
Rocio Bach  
Darlene Cabrera  
Ana Campos  
Edilma Cavazos  
Debra Colman  
Teresa Figueras  
Mona Franco  
Edith Garcia  
Nora Garcia-Rosales  
La Tanga Gail Hardy  
Terri Johnson  
Jennifer Kuida  
Terri Lamb  
Ritu Mahajan  
Liliana Martinez  
Cyndi McCauley  
Flor Medrano  
Pat Mendoza  
Patricia Moreno Pascover  
Melissa Noriega  
Ann Oshiro  
Laurel Parker  
Dianne Philibosian, Ph.D.  
Joyce Robinson  
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Judy Sanchez  
Araceli Sandoval-Gonzalez  
Kathy Schreiner  
Janet Scully  
Sarah Soriano  
Fiona Stewart  
Andrea Sulsona  
Dean Tagawa  
Holli Tonyan  
Truyen Tran  
Jenny Trickey  
Wendy Tseng  
Kai-Ti Wang  
Lisa Wilkin  
Carolyn Wong

To: Interested Persons

From: Richard Cohen, Chair  
Ancelma Sanchez and JoAnn Shalhoub-Mejia, Co-chairs,  
Governance Work Group

**MEMBERSHIP RECRUITMENT FOR LOS ANGELES COUNTY CHILD CARE PLANNING COMMITTEE – 2015-16**

The mission of the Child Care Planning Committee (Planning Committee) is to engage parents, child care providers, allied organizations, community-based organizations, and public agencies in collaborative planning efforts to improve the overall child care and development infrastructure in Los Angeles County, including the quality and continuity, affordability, and accessibility for all families. It serves as the County's Local Planning Council with mandates established by State legislation, including assessing local needs and conducting a county-wide strategic plan for child care and development.

The Planning Committee is now recruiting members for Fiscal Year (FY) 2015-16 and hopes that you will take the time to complete and submit the attached application. **Applications are due by Wednesday, April 29, 2015.** In addition to meeting the required categories for membership described in Section B of the application, the Planning Committee is committed to ensuring that the geographic, ethnic and cultural diversity of our County is reflected in the overall membership.

The Planning Committee's Governance Work Group reviews all applications and makes recommendations to the full membership. Upon adoption, the Planning Committee forwards the recommended membership slate to the Los Angeles County Superintendent of Schools and the County of Los Angeles Board of Supervisors for final approval.

*(continued on reverse side)*

*Staff*

Michele P. Sartell  
Interim Child Care Planning Coordinator



Letter to Interested Persons

March 4, 2015

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We encourage applicants to carefully assess both your ability to participate in Planning Committee activities and commitment to the Mission Statement. Regular participation in the monthly meetings and in at least one Work Group is required of all members. Meetings are the first Wednesday of the month from 12:00 – 2:00 p.m. from September through June. The Planning Committee's focus for FY 2015-16 is implementation of the Strategic Plan for Child Care and Development for the County of Los Angeles – 2013-18. It is very important that every member be a working member. **CURRENT MEMBERS MUST RESUBMIT AN APPLICATION EACH YEAR.**

Additional information about the Planning Committee, including its work products, is available at the Office of Child Care website at [www.childcare.lacounty.gov](http://www.childcare.lacounty.gov); click on "About Us" to locate the link to the "Child Care Planning Committee". Please feel free to contact Ancelma Sanchez at (213) 224-1240 x20, JoAnn Shalhoub-Mejia at (323) 935-4035 or Michele Sartell by e-mail at [msartell@ceo.lacounty.gov](mailto:msartell@ceo.lacounty.gov) or by telephone at (213) 974-5187 if you have questions. All Planning Committee and Work Group meetings are open to the public. Your participation regardless of membership is welcome.

Attachment.



**Membership Application – 2015-16**

**Section A. Applicant Information**

Applicant Name:			
Organization/Program Name:			
Mailing Address:			
Telephone Number:		E-mail Address:	

**Section B. Categories of Membership**

Twenty percent of Child Care Planning Committee (Planning Committee) members must represent each of the following categories: child care consumer, child care provider, community representative, public agency, and discretionary. **Place a check mark next to all of the categories that apply to you and provide the information requested.**

- Child Care Consumer\*** – currently use child care or have used it within the past 36 months for a child from birth to 12 years old.
- Child Care Provider** – check the type of care you provide:
  - Licensed family child care
  - Licensed center contracted by the California Department of Education (CDE)
  - Licensed center, not contracted by the CDE
  - License-exempt child care
- Community Representative** – excluding agencies that contract with the CDE to provide child care and development services
- Public Agency** – including City, County, State and local education agencies
- Discretionary/Other**

**Section C. Member Responsibilities**

Members are expected to attend up to ten monthly meetings and an annual orientation and/or retreat. Regular meetings are usually held the first Wednesday of the month from 12:00 p.m. to 2:00 p.m. unless otherwise indicated from September through June. **Each member is required to participate in at least one Work Group.** Indicate the Work Group in which you are most likely to participate:

- Access/Inclusion** – informs geographic priority setting for State funding, reviews data related to the Needs Assessment for child care and development and reviews requests for changes in service priorities. In addition, promotes the inclusion of children at risk for or with disabilities and other special needs in typical child care and development programs and encourages the coordination of services.

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\* A **Child Care Consumer** may be a biological parent, adoptive parent, legal guardian or other person serving as the child’s primary caregiver, such as a relative or foster parent, in absence of the parent.

- Joint Committee on Legislation** – reviews, prioritizes and makes recommendations to the Planning Committee and the Policy Roundtable for Child Care and Development on legislative and administrative policy issues relating to child care and development.
- Governance** – develops annual membership slate, reviews and revises Planning Committee policies and procedures, participates in annual self-review and implements aspects of the Strategic Plan related to the Planning Council Role.
- Quality** – creates plans to implement the Strategic Plan in areas related to enhancing the quality of child care and development services available to all families, including informing the development and implementation of a unified quality rating and improvement system.
- Workforce** – develops plans to implement the Workforce area of the Strategic Plan and serves as an advisory to the Investing in Early Educators Stipend Program.

**Section D. Alternate**

Each member must appoint an Alternate from the same membership category to take the member’s place in your absence. Designate your alternate by name and provide their contact information.

Alternate’s Name:			
Organization/Program Name:			
Mailing Address:			
Telephone Number:		E-mail Address:	

Membership Category – check all that apply to your proposed alternate:

- child care consumer,  child care provider,  community representative,  public agency and/or
- discretionary

**Section E. Additional Background Information** *(If prefer, attach your resume.)*

Describe all relevant professional and community organizations in which you are currently involved (i.e. Boards, Commissions, etc.) \_\_\_\_\_

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Completed applications may be sent by U.S. mail, e-mail or facsimile by **Wednesday, April 29, 2015** to:

Attention: Child Care Planning Committee  
 Office of Child Care  
 Service Integration Branch/Chief Executive Office  
 County of Los Angeles  
 222 South Hill Street, 5th Floor  
 Los Angeles, CA 90012  
 E-mail: [msartell@ceo.lacounty.gov](mailto:msartell@ceo.lacounty.gov)  
 Facsimile: (213) 217-5106

<i>For internal use only:</i>	
Service Planning Area (SPA)	
Supervisory District	

