The mission of the Calaveras Child Care Council (CCCC) supports the development of affordable, accessible, quality child care which promotes the success of all children, their families, and the economy of our communities

Calaveras Child Care Council

Calaveras Unified School District
November 18, 2025 9:00am

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting, please contact Sheri Noble, Council Coordinator (209) 754-1075 at least 48 hours prior to the start of the meeting. Notification in advance will allow reasonable arrangements to be made to ensure accessibility to this meeting. Government Code 54954.2 (a)

Minutes

Members: Jeanette Allen, Amy Eaves, Kristi O'Donnell, Karen Frazier, Mia Huss and Alissa Bain
Absent: Rochelle Sweet, Sarah Kelly
Staff: Sheri Noble
Guests: Chris Villegas – Calaveras County Under Sheriff

1. **Call to Order at 8:59 am**
   Roll call was taken
2. **Public Comment- NONE**
   Members of the public will be provided with an opportunity to address the Council on items of public interest within the Council's jurisdiction not listed on the agenda. Public comment is accepted on all agenda items as they are addressed.
   Public Zoom Meeting: https://us2web.zoom.us/j/84141914605 - None

Action Items – Regular Agenda:

3. **Approval of November 18th Agenda (Action Item)**
   Motion: Jeanette Allen
   Second: Alissa Bain
   Ayes: 6
   Abstentions: 0
   Opposed: 0

4. **Approval of October 21, 2025, Minutes (Action Item)**
   Motion: Amy Eaves
   Second: Mis Huss
   Ayes: 6
   Abstentions: 0
   Opposed: 0

5. **Review and Approve Continuation of Jeanette Allen's Council Membership**
   Review and approve Jeanette Allen's membership.
   Motion: Alissa Bain
   Second: Mia Huss
   Ayes: 6
   Abstentions: 0
   Opposed: 0

DRAFT

6. **Review and Approve Action Plan for Emergencies/Item #8 – How to support child care providers during emergencies.**
   Review and approve plan for actions in emergencies.
   - Sheri gave a brief recap on situation for Sheriff Villegas.
   - Sheri talked about a packet that she's been working on, with a spreadsheet of childcare facilities in the area, and the map that they've talked about with Erik.
   - Sheri mentioned that there's been a couple of incidences with lockdowns. No one in the school office when these happened because school was over, the afterschool program was still there and no one contacted them. What would be the best way to communicate, as far as contact information when things like that happen?
   - Sheriff Villegas - they should have been contacted, sounds like it was just a lack of knowledge. OES would be the ones to get the ball rolling with that. Suggested having OES designate a rep. from the school to be in the room at the Sheriff's department when things like this occur that way they are getting first-hand info. And they are able to push it out.
   - Sheri asked if it would be helpful to have a contact list? Shared what her list looked like, Chris said that would be helpful and it's something that Erik could use to plug in to his systems.
   - Chris- the important thing with a list like that is to make sure that someone is in charge of updating it on a regular basis. Sheri stated that part of approval of the list is the fact that it would be updated monthly.
   - Sheri - if there is an emergency, is it best to sort by city? Chris - yes, they go off grids, as far as evac. zones go.
   - Chris - they use Genesis and Watch Duty; the providers can be plugged in to those.
   - Alissa suggested that there be a secondary contact person, if primary isn't available.
   - Sheri drafted a letter to all the providers, explaining what they are doing and to reply with current contact info.
   - Chris suggested to reach out to Eldorado & Shasta Counties, they probably have something in place?
   - Sheri asked council to look over letter and see if they are okay with everything, or if anyone had any suggestions on it?
   - Chris suggested to reword it, to put OES as the main contact.
   - Question was asked if OES will be able to use what the council gives them to find out what grid they are? Chris said yes.
   - Alissa asked how specific do they need to be when it comes to the after-school programs? Chris said to be as detailed as you need to be for OES, but be careful what you put out to the public, to not cause panic.
   - Chris suggested they talk to the resource officer, if you have issues or concerns. Alissa said that she was thinking about reaching out to see if he would come to one of the after-school manager meetings? Chris said that would be good.
   - Karen suggested to list the school, the office, then maybe list ELOP (for example) as the beginning then the location, so it shows that this is completely two different programs, even though they are the same address?
   - Alissa said that might be helpful to have that, everyone thinks because they are on school campus, they just call the school or the principal when they

DRAFT

aren't there after a certain time.

- Mia suggested to list the hours of operation.
- Sheri stated she has the letter, will change the wording, reach out to El Dorado and Shasta counties. Went over the other sheets in the packets, she will separate the schools/after-school programs and operational hours also.
  Motion: Alissa Bain
  Second: Kristi O'Donnell
  Ayes: 6
  Abstentions: 0
  Opposed: 0

7. **December CCCC Meeting and share updates for January meeting.**
   The Council will discuss and possible approve the cancellation of December's Calaveras Child Care Council meeting. Coordinator will share January's meeting guest information.
   - Sheri stated that the December meeting, in the past, has been on the agenda to cancel or to keep? Only concern with cancelling is by-laws say they will have 10 meetings/year. They cancelled July's due to no quorum, this would put them at the limit.
   - Natalie Miller with California Department of Social Services, will be attending January's meeting as the guest.
   - In January they need to approve the LPC membership composition, because that goes in front of Board of Supervisors and Superintendent of Schools. She is already on the January agenda for Superintendent of Schools and she's going to try to get on Board of Supervisors also.
   - Question was asked if there will/will not be a strong start meeting? Amy said that she is looking at changing it to zoom meeting at a different time.
   - Alissa motioned to approve the cancellation of the December meeting.
     Motion: Alissa Bain
     Second: Kristi O'Donnell
     Ayes: 6
     Abstentions: 0
     Opposed: 0

INFORMATION ITEMS-REGULAR AGENDA

8. **Update on CCCC projects**
   - Employer supported care packets
     - Packets are done, ready to go when website is done, hopefully by January.
   - Calaveras Child Care Council website
   - Professional Dev. Day Mon. Nov. 10th
     - 51 participants, some feedback; some said good training, some couldn't hear her, very passionate speaker and she did donate all of her time to them for in-kind.
     - Venue was nice and the food was nice.
     - Maybe individual packets next time, or if info is available prior to email it out and that way everyone can print it out.? Sheri stated speaker's specific request was to not give packets to everyone, so

people weren't writing the whole time. Next time she will see if she can do that for them though.
    - Also, have the speaker be compatible w/everyone and what they are looking for.
    - Copy of Power Point went out to everyone, tip sheet and 3hr. cert. for professional development. A couple of Head Start sites didn't get all of the books, Sheri will order those for them.
    - Everyone enjoyed seeing each other and appreciated the time together.
- Any future project ideas to add to next agenda?
    - See Item 10.

9. **Strategic Plan Checklist –**
    - Sheri included the checklist, since last meeting they completed the challenging behavior, she distributed the ECE survey to ACC students via Mia.
        - Sheri read some of the comments, most all of the ACC students are asking again for backpacks, high-lighters, computer, paper, some asked for textbooks. Went through the "Thank You" comments from them. Some asked for a career fair and what all of their options are when they are done?
        - Alissa talked about Calaveras High's Career Fair that Jessica Tapia puts on. Alissa will find out if it's open to the public?
        - Mia asked if there was an interest with the council, resource connection, CUSD etc. to maybe partner with ACC to host a separate job fair? Mia said even getting the different Chambers together would help for it too.
        - Sheri said that she will add it to January's agenda for further discussion.
    - Sheri added goal 2 checkbox, advocate for an inclusive system for emergencies that include childcare providers.
    - Goal 3 added materials were distributed at the big event at Columbia College.
10. **Calaveras Children's Fair**
    - Date and location are set; April 11, 2026. Moving to Bret Harte High. Approved, done and have all the facilities they need/want.
        - They will be switching off each year between Calaveras and Bret Harte.
        - Will have first meeting, December/early January, Karen asked for names of people who want to be a part of that.
11. **Membership updates.**
    - Sheri said that she was going to reach out to the Child Welfare Department to see if they were interested?
    - Sheri stated that if anyone else has ideas for the Council please let her know.
12. **California Budget Updates**
    - No updates, January proposal should be out around Jan. 9th/10th, updates should be available at the next CCCC meeting.
13. **Updates from the field, Including any Coordinator updates.**

DRAFT

- Karen let everyone know that she has a CPR class inhouse in January if anyone needs staff to go.
- Had new providers that were licensed last month, and a few more in application process that will hopefully be done by the end of the year.
- Provider night is Thursday's, still going strong. Art workshop last month, was really good, wish more people attended.
- Jeanette; Government reopened which means that Fiscal year starts 12/1/2025, haven't received notice of award yet, but they are working on it, Board has approved funding for the program until they get it.
- Received notice that they got the mini grant from first 5. Was going to do a resource fair, can include the job stuff too. Will hold it at Town Hall.
- Winter Break starts the 19th for schools. Start back right after New Year's.
- SAE opened new 3rd shared space room for the 5th and 6th graders there.
- Director get-togethers start in Jan., Janet will do Jan. 13th AM, Alissa will do PM.
- Amy shared mini Grant award letters finally went out, they only had $1,000 in the budget and ended up getting 6 applications. Went back to commission, they approved moving $10,000 out of their contracts budget line, they were able to turn that in to mini grants and they can also reopen them in Jan. for short-term projects that people may want to do.
- **Adjournment 10:20am**

Next Meeting: Tuesday, January 20, 2026 @ Calaveras Unified School District.

Date: _____

Respectfully Submitted by Jessica Powers

DRAFT