

**Community Advisory Committee (CAC)  
Contra Costa Special Education Local Plan Area (SELPA)**

**Minutes**

*Wednesday, September 22, 2021*

*5:00 p.m. – 5:25 p.m.*

Meeting held Via Zoom

<b>Voting Members:</b>	<b>Representation</b>	<b>Present</b>
Rachel Force, Chairperson	Rep: Lafayette	X
Aisha Hall	Rep: Antioch	
Lenisha Williams-Bekheet	Rep: Byron	X
Robin Hauge	Rep: Canyon	X
Veronica Ochoa	Rep: Knightsen	
Felicia Schweller	Rep: Liberty	
Amy Morosini	Rep: Moraga	
Liz Vue	Rep: Oakley	X
Lupi Beagle	Rep: Orinda	
Savanna Bales	Rep: Pittsburg	X
Royce Ursu	Rep: Walnut Creek	X
Shauna Yeager	Rep: CCCOE	X
Janet Knudsen (Updated: Antonia Edwardson)	Parent: Acalanes	
Lisa Cortez (Updated: Mark Padin)	Parent: Acalanes	Mark
<b>Non-voting Members:</b>		<b>Present</b>
MaryAnn Frates, SELPA Exec. Director		X
Justine Melendez, SELPA Coordinator		X
Jessica Larriega, SELPA Op./Tech. Coord.		X
<b>No Voting Members Currently:</b>		<b>Present</b>
	Rep: Brentwood	
	Rep: John Swett	
	Rep: Martinez	

Additional Guests (Non-Voting): Eunice Parral (Oakley), Mavryk & Nathan (Oakley), Cindy (Pittsburg), Adriana Cortes, Erica Masak-Goldman, Robyn, Cynthia, Kim Walker, KP, Linda Doherty, Kristie Pinedo, Lily Krista, Hannah Michaelson, Kathleen Limjoko, Lisa, Megy L. Nascimento, Rebecca (30 Attendees total)

Call to Order: **5:02 p.m.**

<b>CAC CHAIRPERSON - RACHEL FORCE</b>		
<b>5:02 pm</b>	<u>Welcome Introductions</u>	CAC Chairperson, Rachel Force began with introductions of SELPA Staff, voting members and attendees. Rachel suggested the meeting be held out of order due to recent updates. With general approval, Rachel moved to <b>Community Update and began with Terms Discussion.</b>
	<u>Minutes</u>	<b>The Minutes occurred after 2<sup>nd</sup> Location Options</b> Rachel requested a motion to approve the April 2021 CAC meeting minutes. Savana Bales motioned to vote; Royce Ursu seconded. All in favor: Yes: <b>6</b> No: <b>0</b> ; Abstain: <b>0</b> . Motion as Corrected: <b>0</b> . <b>Motion passed.</b>
<b>VICE CHAIR ELECTION</b>		

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<u>Community Update</u>	<p><b>Vice Chair Election occurred after Terms Discussion.</b> Chair Rachel Force clarified Vice Chair expected responsibilities and requested a show of interest for Vice Chair position among voting members. There was no interest shown during meeting. Rachel will pursue this in a future meeting.</p>
	<p><b>ZOOM MEETINGS</b></p>
	<p><b>Zoom Meetings occurred after Vice Chair Election</b> Chair Rachel Force informed the attendees that she is in talks with Executive Director MaryAnn Frates on the possibility of remaining CAC meetings remaining virtual while taking the Brown Act into account. Rachel cited that the 20-21 meetings had more attendance due to the accessibility and wishes to remain so this year out of consideration of parent needs. MaryAnn acknowledges the interest in remaining virtual due to the county size and parent needs. MaryAnn also provided background information, saying meeting numbers have doubled in other SELPAs as well.</p>
	<p><b>TERMS DISCUSSION</b></p>
	<p><b>Terms Discussion occurred after Welcome/Introductions.</b> Chair Rachel Force introduced Executive Director MaryAnn to present. MaryAnn proposed a goal of clarifying all unclear voting members. MaryAnn will reach out to the listed members and LEAs to create a current directory for new year. Mark Padin (Acalanes) was asked if there's interest, he is currently unaware of the responsibilities and not approved. Liz Vue confirmed LEA approval starting Fall 2020. Other unconfirmed members were not present.</p>
	<p><b>2<sup>nd</sup> LOCATION OPTIONS</b></p>
<p><b>2<sup>nd</sup> Location Options occurred after Zoom Meetings</b> Chairperson Rachel Force verified with MaryAnn Frates that the conference room in Contra Costa SELPAs Concord office will be able to hold 20 or more people comfortably. Ms. Frates offered to seek other locations and Mrs. Force added that some districts are not allowing external groups to use their offices. Liz Vue asked if there was a babysitting service for parents to attend the meetings after school. SELPA Coordinator Justine Melendez clarified the reason babysitting was not required in the past was due to meetings being held during the day. Ms. Frates asked the members how many would be interested in child-care, and there was interest. Ms. Frates stated she will research this possibility either via school districts or a private agency.</p>	

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<b>SELPA EXECUTIVE DIRECTOR - MARYANN FRATES, ED.D.</b>			
<u>SELPA Update</u>	<p><b>SELPA Update occurred after Voting of Minutes</b> Executive Director MaryAnn Frates reports on planned writing campaigns with State Senators and local politicians. One reason is to address the significant shortage in teachers and classified staff. Ms. Frates informed the attendees that this is an ongoing issue.</p> <p>Ms. Frates reports that there are two grants for the 16 LEAs. The districts are currently writing plans and submitting their reports through SELPA to the California Department of Education. The grants will allow for an increase in training, outreach, and student supports. Ms. Frates clarified that Learning Recovery does not only cover academics but also social/emotional needs as well. The LEAs can use these funds for the next 2 years.</p>		
<u>Public Comments on Non-Agenda Items</u>	There was no public comment on non-agenda items.		
Meeting adjourned at: <b>5:31 p.m.</b>			
<b>5:31 pm</b>	<table border="0" style="width: 100%;"> <tr> <td style="text-align: center;"><u>CAC Training</u></td> <td> <ul style="list-style-type: none"> <li>• The Role of the CAC and SELPA (30 minutes) ~ MaryAnn Frates</li> <li>• Care Parent Network (30 Minutes) ~ Hannah Michaelsen</li> </ul> </td> </tr> </table>	<u>CAC Training</u>	<ul style="list-style-type: none"> <li>• The Role of the CAC and SELPA (30 minutes) ~ MaryAnn Frates</li> <li>• Care Parent Network (30 Minutes) ~ Hannah Michaelsen</li> </ul>
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