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June 03, 2025

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF AN ORDINANCE TO AMEND TITLE 3 – ADVISORY COMMISSIONS AND
COMMITTEES OF THE LOS ANGELES COUNTY CODE, CHAPTER 3.75 THE POLICY
ROUNDTABLE FOR CHILD CARE AND DEVELOPMENT
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

SUBJECT

Request approval of the enclosed ordinance for introduction that amends Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, Chapter 3.75 The Policy Roundtable for Child Care and Development.

IT IS RECOMMENDED THAT THE BOARD:

Introduce, waive reading, and place on the agenda for adoption, the enclosed Ordinance (Exhibit A), amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, Chapter 3.75 – Policy Roundtable for Child Care and Development (Policy Roundtable) that includes enhancements to membership diversity, clarity in operational roles, updated term limits, updated conflict of interest policy to be aligned with the County's conflict of interest policy, and removal of subcommittees.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The Policy Roundtable Commission, established in 2000, is a 25-member body appointed by the Board of Supervisors (Board), and includes community leaders in early childhood, education, business, economics, and research, alongside representatives from seven County of Los Angeles (County) Departments: Chief Executive Office, Children and Family Services, Mental Health, Parks and Recreation, Probation, Public Health, and Public Social Services. The Policy Roundtable is

staffed by the Public Health's Office for the Advancement of Early Care and Education (OAECE). The Policy Roundtable is charged with developing policy recommendations for the Board, advising County Departments on early care and education programs, and identifying strategies to secure, coordinate, and maximize funding for high-quality services. Its diverse composition ensures a cross-section of skills, expertise, and experience that fosters inter-departmental and cross-sector collaboration to enhance the quality of life for Los Angeles County (LAC) residents and communities.

Adoption of the ordinance will amend Los Angeles County Code, Chapter 3.75 – Policy Roundtable for Child Care and Development, which is necessary to adapt to evolving needs and advances in child care. These changes are intended to enhance the functionality and diversity of the Policy Roundtable, ensuring it remains a robust and responsive Commission. Approval of the recommended amended Ordinance would authorize the following:

- Replace outdated information and organizations with accurate information;
- Update membership expertise and experience categories, term limits and quorum requirements, conflict of interest, and sunset review date;
- Remove and/or add organizations and County Departments;
- Clarify number of members nominated by each Board of Supervisor;
- Add additional childcare entities to list of nominated organizational representatives;
- Restructure membership categories;
- Remove requirement to have sub-committees; and
- Correct spelling errors.

Implementation of Strategic Plan Goals

The recommended action supports North Star 1, Make investments that transform lives, Focus Area Goal 1B: Employment and Sustainable Wages; North Star 2, Foster vibrant and resilient communities, Focus Area Goals 2A: Public Health, 2B: Care First, Jails Last, and 2E: Economic Health; and North Star 3, Realize tomorrow's government today, Focus Area Goal 3A: Communication and Public Access of the County's Strategic Plan.

FISCAL IMPACT/FINANCING

There is no net County cost associated with the proposed Ordinance changes. The Policy Roundtable members are volunteers and serve without compensation.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The Policy Roundtable Commission Chair informed its members that Los Angeles Universal Preschool, one of the entities required to serve on the Policy Roundtable, was no longer in operation; thus, the Chair requested that this entity be removed from the Policy Roundtable's Member list. In addition, the Chair also requested that the Policy Roundtable review the Ordinance for any other modifications to consider. The Policy Roundtable has reviewed and approved the proposed amendment to the Ordinance during its March 13, 2024 meeting.

County Counsel has reviewed and approved the proposed amendment to the Ordinance (Exhibit A).

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There is no anticipated impact on current Public Health OAECE services.

CONCLUSION

If adopted, the amended ordinance will facilitate the operations of the Policy Roundtable more effectively and continue to focus its work on critical issues impacting child care and development supply, quality, and access.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Barbara Ferrer".

Barbara Ferrer, PhD, MPH, MEd
Director

BF:gs
#07954

Enclosures

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors

ANALYSIS

This Ordinance amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, Chapter 3.75, relating to the Policy Roundtable for Child Care, by establishing new and revised policies to align with changes in the Policy Roundtable. The ordinance:

- Amends the title of Chapter 3.75 from Policy Roundtable for Child Care to Policy Roundtable for Child Care and Development; and
- Updates membership entities, requirements, and term limits, as well as nominating entities and agencies, and makes other clarifying updates, including to the sunset review date.

DAWYN R. HARRISON
County Counsel


By

CRAIG KIRKWOOD
Deputy County Counsel
Health Services Division

CK:mac

Requested: 3/27/25
Revised: 4/3/25

ORDINANCE NO. _____

An ordinance amending Title 3 – Advisory Commissions and Committees of the Los Angeles County Code, relating to the Policy Roundtable for Child Care, by establishing new and revised policies to align with changes in the Policy Roundtable.

The Board of Supervisors of the County of Los Angeles ordains as follows:

SECTION 1. Chapter 3.75 is hereby amended to read as follows:

Chapter 3.75 – POLICY ROUNDTABLE FOR CHILD CARE AND
DEVELOPMENT

SECTION 2. Section 3.75.010 is hereby amended to read as follows:

3.75.010 Creation.

There is created a Los Angeles County Policy Roundtable for Child Care and Development, hereinafter referred to as the "rRoundtable."

SECTION 3. Section 3.75.020 is hereby amended to read as follows:

3.75.020 Members.

The rRoundtable members shall be appointed by the Board of Supervisors and shall consist of:

A. Chair of the ~~Child Care Planning Committee~~ Los Angeles County's Planning Council (LPC) or a member designated by the LPC Chair;

B. One County and Local Education Agency representative nominated by each of the following entities:

1. Department of Public Social Services,
2. Department of Children and Family Services,
3. Department of Mental Health,

4. Department of Probation,
5. Department of Public Health,
6. ~~Chief Executive Office~~ Department of Economic Opportunity,
7. Department of Parks and Recreation,
8. Los Angeles County Office of Education,
9. Los Angeles Unified School District;

C. One Organizational Representative nominated by each of the following entities:

10. Child Care Alliance of Los Angeles, ~~comprised of the 8 state-funded child care resource and referral agencies,~~

442. Southern California Association for the Education of Young Children,

423. Commission for Children and Families,

434. Los Angeles Children and Families First Proposition

10 Commission (also known as First 5 LA);

445. ~~Los Angeles Universal Preschool~~ Service Employees International Union;

CD. One Ten members, two nominated by each member of the Board and selected, from each of the following expert categories, with background, knowledge, expertise and/or experience in child care, early childhood education, or child development fields. ~~Each member of the Board shall nominate a member from that category listed below assigned to the member of the Board by lottery conducted in a~~

~~manner designated by the executive office of the Board~~The Board of Supervisor
appointees must meet one of the following categories:

1. Academia or research,
2. Private business sector,
3. Philanthropy (charitable organization or foundation focused on children and families),
4. Community or legal advocacy,
5. Child care;
 - a. Faith based child care center operator,
 - b. Employer supported child care center operator,
 - c. Family child care center operator,
 - d. Family, Friends, and Neighbor, licensed exempt provider,
 - e. Resource and Referral Agency,
 - f. Alternative Payment Provider;

~~D. Five members, one nominated by each member of the Board and selected from any of the following categories, with background, knowledge, expertise, and/or experience in child care, early childhood education, or child development:~~

- ~~1. Faith-based child care center operator,~~
- ~~2. Employer-supported child care center operator,~~
- ~~3. Family child care program operator,~~
- ~~4. Private or public child care center operator,~~
56. Child care advocate,
67. Parent,

7. ~~Demographer,~~

8. Facilities finance expert,

9. ~~Economist~~ Legislative Analyst,

10. Labor representative,

11. ~~CalWORKs participant,~~ Human Services (e.g. housing navigation, mental health, physical health, health care);

12. ~~Any person who is an expert in one of the expert categories set forth in Section 3.75.020 C.~~

E. Alternates:

1. Members appointed under subsection B of this section, as representatives of a County Department, shall identify an alternate who can vote in the member's absence. Members shall identify their alternate by completing the appropriate ~~Roundtable~~-approved alternate designation form in advance of the meeting at which the alternate may vote, and count towards quorum. In the event that both the member and the alternate are unable to attend a ~~Roundtable~~ meeting, a non-voting departmental representative can attend the ~~Roundtable~~ meeting in their place and the representative's attendance will count for quorum purposes.

2. Members appointed under subsection ~~BC~~, as Organizational representatives of ~~non-County entities~~, may also identify an alternate to vote in the member's absence by completing the appropriate ~~Roundtable~~-approved alternate designation form in advance of the meeting at which the alternate may vote.

3. Members appointed pursuant to subsections ~~C and D~~ of this section, shall not be able to identify an alternate to vote in the member's absence.

SECTION 4. Section 3.75.030 is hereby amended to read as follows:

3.75.030 Term of sService.

- A. All members of the ~~r~~Roundtable shall serve at the pleasure of the ~~b~~Board.
- B. ~~At its first meeting, the members of the roundtable shall classify themselves, excluding the members described in Section 3.75.020 A and B, by lot, so that half of the members shall serve an initial term of two years, and the remaining half of the members shall serve a term of four years. After the initial term, the term of each member shall be four years~~Term Limits for members described in Section 3.75.020 C can serve up to two consecutive terms without a break. A term lasts up to four years. Former members will be eligible to serve again after a one year hiatus.
- C. ~~With the exception of the members described in Section 3.75.020 A and B, no member of the roundtable may serve more than two consecutive full terms of service. For purposes of this section, an initial two-year term served by a member shall not count as a full term served~~Members described in Section 3.75.020 B will not have Term Limits.
- D. A member's position on the ~~r~~Roundtable shall become vacant upon the member's death, resignation, or removal by the ~~b~~Board, removal by the nominating entities in subsection 3.75.020 A, B, and C, or in the event the member's employment or status no longer meets the membership criteria set forth in Section 3.75.020, develops a conflict of interest described below, and is not granted a finding of special circumstances. If such a vacancy should occur, the appointed successor, nominated pursuant to Section 3.75.040, shall ~~complete the remainder of the term~~have their first term begin when their appointment is approved by the Board.

SECTION 5. Section 3.75.050 is hereby amended to read as follows:

3.75.050 Conflict of ~~i~~Interest.

No individual shall be appointed to the ~~r~~Roundtable if that individual or an agency ~~he or she~~they represents or in which ~~he or she~~the individual holds a financial and/or political interest receives a contract or incurs a financial benefit based on recommendations made by or received by the ~~r~~Roundtable, unless the ~~b~~Board makes a finding that special circumstances exist which justify his or her appointment. In cases where such an interest exists at the time of a member's appointment or develops after appointment and the ~~b~~Board has made the special finding required above, the member shall abstain from participating in any analysis, discussion, decision, or recommendation affecting such interest.

SECTION 6. Section 3.75.060 is hereby amended to read as follows:

3.75.060 Staff.

The ~~r~~Roundtable shall be supported by staff of the ~~office of child care within the chief administrative office~~Department of Public Health Office for the Advancement of Early Care and Education.

SECTION 7. Section 3.75.070 is hereby amended to read as follows:

3.75.070 Sunset ~~r~~Review ~~d~~Date.

The first sunset review date for the ~~r~~Roundtable shall be June 30, 2016. Sunset Review will occur every four years thereafter.

SECTION 8. Section 3.75.080 is hereby amended to read as follows:

3.75.080 Operating procedures.

The roundtable shall adopt bylaws, including provisions relating to the frequency, time and place of holding meetings, elections and terms of its chair and other officers, conflict of interest laws, and such other rules and procedures as it deems necessary or convenient for the conduct of the roundtable's activities and operation. A quorum of the roundtable shall be a majority (more than 50 percent) of the roundtable members who have been appointed, but in no event shall a quorum be less than eight.

SECTION 9. Section 3.75.100 is hereby amended to read as follows:

3.75.100 Duties and responsibilities.

The roundtable will have the following duties and responsibilities:

A. Develop policy recommendations related to child care and development that are based on solid research, economic forecasts, projected demographic shifts and trends, and federal and state policies, taking into account all forms of child care and development services.

B. Advise and assist County departments in developing and implementing strategies to connect clients and/or employees to high quality child care and development services.

C. In conjunction with the Chief Executive Office's Legislative Affairs and Intergovernmental Relations, develop recommendations for consideration by the Board on County, state and federal legislative and budget issues related to child care and development. The roundtable shall work with community stakeholders so as to

understand the impact of those issues on the supply, quality and demand for child care and development services.

D. Working in collaboration with County departments and community stakeholders, identify strategies to secure and leverage, coordinate, monitor and maximize funding for and access to high quality child care and development services.

E. Develop, distribute in electronic format, and post on a County website, an annual report summarizing key issues, ~~r~~Roundtable recommendations, and Board actions.

SECTION 10. Section 3.75.110 is hereby deleted in its entirety:

~~3.75.110 Subcommittees.~~

~~The roundtable shall establish one or more subcommittees to provide technical and professional expertise and support for any purposes that it decides will be beneficial. Such subcommittee(s) may include members of the child care planning committee as deemed necessary by the roundtable. Each subcommittee shall meet and shall make recommendations and reports as deemed necessary or appropriate by the roundtable.~~

[375010CKCC]