



Date: December 19, 2019

To: Mayor and Members of the City Council

From: Thomas B. Modica, Acting City Manager *T.M.M.*

Subject: Update on Child Care Services at City Council Meetings

At its meeting on October 22, 2019, Councilwoman Pearce brought forward a motion, approved by the full City Council, requesting that the City Manager create a child care pilot program for meetings in the Civic Chambers, using \$3,000 of Second Council District One-Time District Priority Funds (Divide by 9). The recommendation was approved the City Council, with an additional \$3,000 of Divide by 9 funds offered by Councilmember Uranga, totaling \$6,000 of funding toward a child care pilot program. The following report provides an update on the analysis conducted by staff.

Child Care Services Pilot Program

Child care services are regulated by the California Health and Human Services Agency (HHSA), Department of Social Services (DSS). The DSS Manual of Policies and Procedures (Regulations) provides rules and regulations for child care services, including determining whether locations or centers require licensing. According to Section 101158 of the DSS Regulations, providing child care services at City Council meetings as a "public recreation program" would be exempt from State child care center licensing requirements.

Providing child care services during City Council meetings was approved by the City Council as a pilot program. The pilot program would consist of offering child care to families with children between the ages 2 to 13, including City employees, who attend City Council meetings at the Civic Chambers. To best accommodate this pilot program, child care services will be held in the Media Room adjacent to the Civic Chambers, and the City Clerk's Office will handle registration. Requests will be made to the City Clerk 48 hours prior to the City Council meeting and the child care sessions must have a minimum of three children from ages 2-13. After review of alternatives, staff support utilizing the Los Angeles Education Partnership (LAEP) to provide services for this pilot program given their similar contracted work with the City and other agencies in the area.

Staff contacted LAEP to review their experience and better understand their child care service program. LAEP only provides out-call, as-needed child care services at remote locations by request, typically at community meetings or at health care facilities. Some of their clients include First 5 LA, Children's Hospital of Long Beach, and the City's Pacific Gateway Workforce Innovation Network (Workforce Development). As part of their out-call child care services, LAEP provides itineraries that include playtime activities and assistance with homework. LAEP staff do not perform feedings or diaper changes, and parents are not allowed to leave the facility without their children.

LAEP indicates that they will provide any required insurance coverages and endorsements required by the City as part of their services.

Cost Breakdown

LAEP submitted a proposal with a breakdown of costs, based on ratios of staff to children and hours worked (Attachment). The ratio of LAEP staff to children between the ages of 2 to 13 years old is as follows:

- Child care Ratios:
 - 2 years old: 1 child per provider
 - 3-4 years old: 4 children per provider
 - 4-13 years old: 4 children per provider
 - Children with Special needs: 1 child per provider

Based on an estimate of 10 children attending at 3.5 hours per meeting, child care services will cost approximately \$346.50 per meeting. At three meetings per month, staff estimates the approved funding of \$6,000 would be exhausted after about 17 meetings, or six months. If services are not requested 3 times a month the funding may cover a period larger than 6 months.

Current City Programming

The City currently does not offer child care services operated by City staff. The Parks, Recreation and Marine (PRM) Department operates a variety of afterschool recreation activities and programs year-round for child ages 5 to 12, operated by City staff. Tiny Tots, which is a child care drop-off program, is operated by independent contractors. The PRM Department has expressed significant concerns with operating City-run out-call child care program, as current PRM priorities do not provide capacity for funding or liability for such a program.

City staff will reach out to LAEP in the coming weeks to establish a Purchase Order and verify insurance coverages. The child care pilot program is estimated to commence at City Council meetings in February 2020.

If you have any questions about this matter, please contact me at (562) 570-5091.

CC: CHARLES PARKIN, CITY ATTORNEY
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ATTACHMENT

LOS ANGELES EDUCATION PARTNERSHIP
202 W.1st Street, Suite 6-0410,
Los Angeles, CA 90012

PROPOSED CHILDCARE BUDGET

Proposed budget for childcare for **10 children** between the ages of 2-5 years old

Childcare

Ratios: (ages 2-13)

- 2 years old – 1 child per provider
- 3-4 years old – 3 children per provider
- 4-5 years old – 4 children per provider
- Children with Special needs: Ratio is 1 child per provider



Meeting #1	AMOUNT
Childcare Provider #1 (\$33.00/ hour) - 3.5 hrs	\$115.50
Childcare Provider #2 (\$33.00/ hour) - 3.5 hrs	\$115.50
Childcare Provider #3 (\$33.00/ hour) - 3.5 hrs	\$115.50
	\$0.00
Total	\$346.50

Meeting #2	AMOUNT
Childcare Provider #1 (\$33.00/ hour) - 3.5 hrs	\$115.50
Childcare Provider #2 (\$33.00/ hour) - 3.5 hrs	\$115.50
Childcare Provider #3 (\$33.00/ hour) - 3.5 hrs	\$115.50
Total	\$346.50

Grand Total	AMOUNT
	\$693.00