



EL DORADO COUNTY EARLY CARE AND EDUCATION PLANNING COUNCIL

2007-2008
MEMBERSHIP

December 13, 2007

SHERRI SPRINGER,
CHAIR
HAPPY KIDS CHILD
CARE

JULINE AGUILAR
CONSUMER

BARBY BRILLIANT
TEDDY BEAR INN
PROVIDER

LISA DALY
FOLSOM LAKE
COLLEGE

LINDA DWYER
DESIGNEE

ELISA HERRERA
CONSUMER

JENNIFER LAWRENCE
CHOICES FOR
CHILDREN

MOLLY MCGOVERN
CONSUMER

KAYE MEDELLIN
EDC OFFICE OF
EDUCATION

ALISSA NOURSE
TAHOE YOUTH AND
FAMILY SERVICES

MARK ROMAGNOLO
PUBLIC AGENCY

DEBBIE STACK
PUBLIC AGENCY

ELLEN VAUGHN
EDC CHAMBER OF
COMMERCE

LEANNE WAGONER
COMMUNITY AGENCY

WENDY WOOD
FAMILY CONNECTIONS

JUDI HARKINS
LIAISON, BOARD OF
SUPERVISORS

CATHY BEAN
LIAISON,
SUPERINTENDENT OF
SCHOOLS

ELIZABETH BLAKEMORE
COORDINATOR
WWW.EDCARES.ORG

Norma Santiago, District V Supervisor
El Dorado County Board of Supervisors
330 Fair Lane
Placerville, CA 95667

Dear Supervisor Santiago:

In compliance with the mandates of AB 1542, the Early Care and Education Planning Council respectfully submit the following information for the Board's approval:

Membership (Attachment)

Joint Appointment by the Board of Supervisors and the Superintendent of Schools:

Membership Resignation

Alissa Nourse, District 5, Designee Representative

Membership Application

Noelle Mattock, District 1, Designee Representative

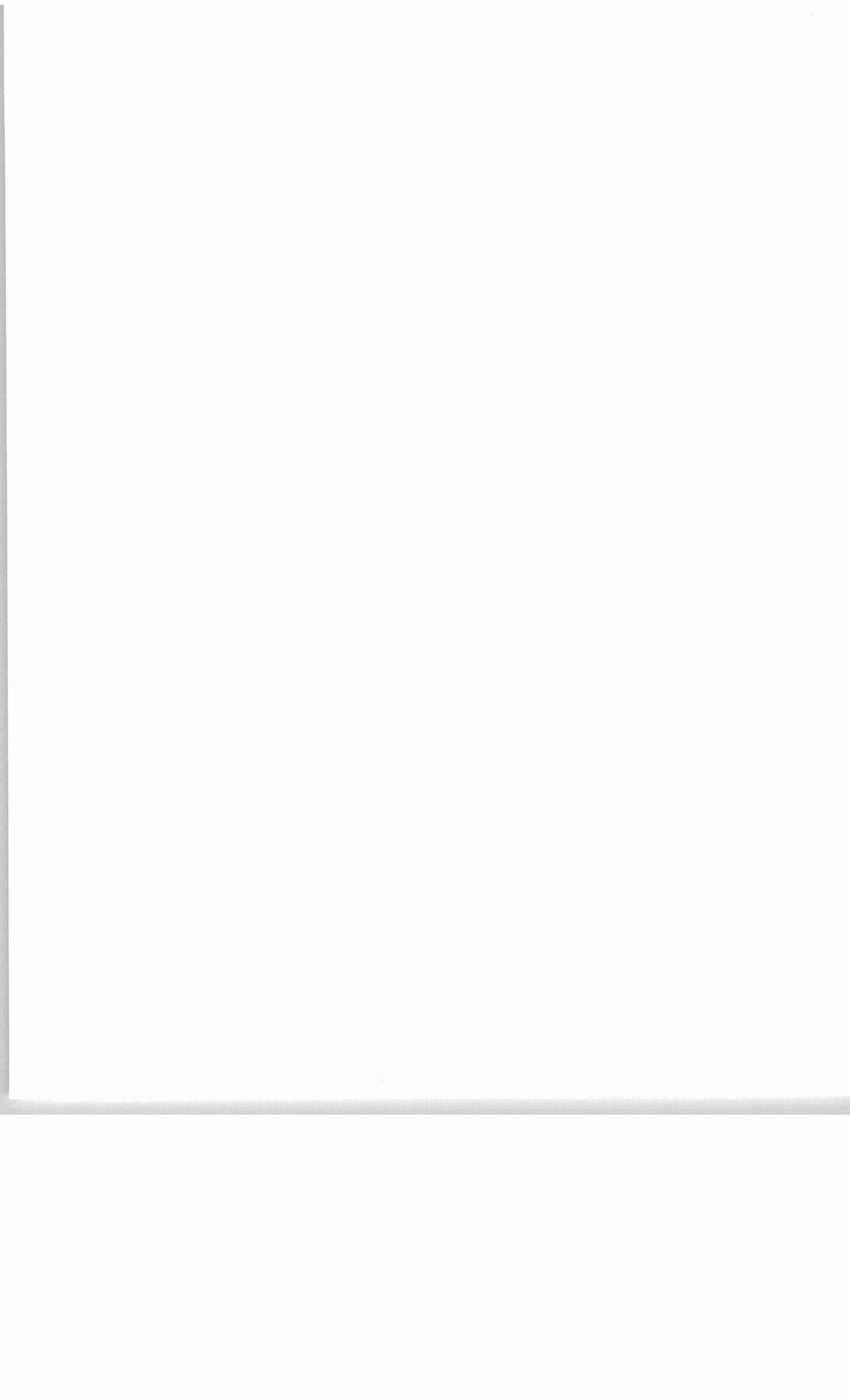
Please document the Board's approval below. Thank you for your continued support of the Council.

Sincerely,

Elizabeth Blakemore, M.Ed, Coordinator
Early Care and Education Planning Council

Norma Santiago, District V Supervisor
El Dorado County Board of Supervisors

Date



September 24, 2007

Early Care and Education Planning Council
Elizabeth Blakemore
Phone # 530-622-7130 ext 340
Fax # 530-295-1273

Dear Elizabeth:

It is with great regret that I submit my resignation from the Early Care and Education Planning Council. Due to an increased volume of work as the Executive Director of Tahoe Youth & Family Services I will not be available to fulfill my role on the ECEPC. Thank you so much for allowing me the opportunity to serve thus far. I have truly enjoyed the experience and believe in the work you are doing for the young children of El Dorado County and their families. Your advocacy on behalf of child care providers and families is vital to the sustainability of the El Dorado County workforce and economy.

Sincerely,


Alissa Nourse

NOELLE MATTOCK

2572 Pendleton Drive
El Dorado Hills, CA 95762
Residence Phone (916) 933-2895
Cellular Phone (916) 835-4668
Noelle.mattock@sbcglobal.net

QUALIFICATIONS

- Extensive experience in planning, directing, coordinating, and managing
- Organized, interpreted, and evaluated data gathered from research investigations
- Developed proposals that analyzed organizational and community needs
- Presented clearly written and oral reports
- Maintained and disseminated information and implemented plans
- Interpreted and applied rules and regulations
- Shown the ability to give insight, perspective, and critical understanding of situations
- Shown the ability to work under pressure, complete time sensitive materials ahead of schedule, and meet multiple deadlines
- Recruited, trained, and supervised staff

PROFESSIONAL BACKGROUND

Governmental Affairs Representative, CH2M Hill

10/15/01 - Present

Responsible for identifying, managing, and advocating the firm's interests before the California State Legislature and the Executive Branch. Monitor, gather, and analyze legislation or policy issues and directly work with Members, their staff, other lobbyists, and Associations. Develop strategies and work towards resolution of an issue with stakeholders and interested parties. Provide direct testimony to the Legislature and other public bodies on behalf of the 1200 California employees of the firm. Represent the firm on Association Committees like the California Manufacturers and Technology Association (CMTA) Environmental Committee. Prepare topic and project briefings for Members and staff. Develop and promote topic panels for Association conferences. Research laws and regulations at the international, federal, state, and local levels and provide briefing papers. Responsible for Fair Political Practice Compliance, publications editing and assist the Vice President of CA Governmental Affairs. Acting Office Manager. I developed and oversee our legislative tracking system. Prepare summaries of bills, reports, testimony, regulations and other information of interest for use by our office. Develop and help maintain unit's budget. Review contracts and enter into agreements on behalf of the firm.

State of California, Various Agencies and Departments

08/99-10/15/01

At the Health and Human Services Agency I designed and managed our bill-tracking system. Developed procedures to process and track information once it had been received by our unit. Responsible for system training. Reviewed all legislative bills and assigned those that pertain to our Departments, Boards, or Authorities. Set priorities and met multiple deadlines. Corresponded with Departments, Governor's Office staff, and Legislators in oral and written communications. I worked in the Human Resources/Exam unit for the Department of Education. I maintained internal and external relationships through written and oral communications. I gained knowledge of the budget process while working for the Department of Corrections. Analyzed and audited documents for claim scheduling preparation. Audited and processed invoices, sub-purchase orders, purchase orders, and revolving fund, using the guidelines from the State Administrative Manual (SAM), Board of Control Rules and

Department Policy. Made timely payments meeting specialized discount and small business guidelines. Researched, analyzed, and reconcile outstanding checks, purchase orders, and claims. Maintained routine contact with assigned prisons and camps.

Property Manager, H.C. Elliott Homes
04/1992-08/1999

Supervised two full time employees and monitored the work of contractors for a 124-unit apartment complex. Provided my supervisors with additional support at three other properties. Aided in the transition from a manual accounting system to a software program developed specifically for the rental industry and evaluated the systems effectiveness in a report to management. Developed an internal Managers Manual of procedures applying the polices and principles of the company and management, which included standardized forms, spreadsheets, and letters for correspondence. Assisted in both the implementation of the manual and training of staff. Analyzed monthly marketing information, recommended, and adopted effective courses of action. Prepared weekly, monthly, and annual statistical reports for company distribution. Reviewed all documents received and produced by our office for accuracy. Interviewed, hired, and conducted annual evaluations of employees. Completed and filed all legal notices for apartment complex. Maintained effective working relationships with others and developed human relations during the implementation of rules and regulations.

EDUCATION

California State University, Sacramento
Master Public Policy and Administration - 2005
California State University, Sacramento
BA ~ Liberal Studies - Summer 2000
City College - Sacramento, California
AA ~ Social Sciences - Spring 1988

MAJOR ACCOMPLISHMENTS

Successfully promoted a local non-profit organization gaining them recognition on the Floor of the California State Senate. Contacted local media to obtain television and newspaper coverage.

In 2003 successfully arranged the first Infrastructure Lobby Coalition legislative reception. Lead the firm in its first Fair Political Practice Commission Lobbyist Employer Audit where no significant findings were made against the firm.

Through development of a manager's manual, I showed the ability to interpret and apply rules and regulations, and the ability to give insight, perspective and critical understanding of situations.

Through my analysis of the rental market and the development of a successful rent increase plan, I increased rent revenue by over eight percent and over the million-dollar mark in 1998.

COMMUNITY INVOLVEMENT

California State University Sacramento Alumni Association
CSUS PPA Mentor Program
Capitol Network Board of Directors
Board of Directors Oakwood Homeowners Association; Chair of Landscaping Committee



Early Care and Education Planning Council

APPLICATION FOR APPOINTMENT TO EL DORADO COUNTY EARLY CARE AND EDUCATION PLANNING COUNCIL.

This form is used for consideration of appointments made to the El Dorado County Early Care and Education Planning Council. Please complete front and back of this form and attach a resume if available. Return completed application to Early Care and Education Planning Council, 6767 Green Valley Road, Placerville, CA 95667.

1. Date: November 20, 2007 District Supervisor: Rusty Dupray
Elementary School District: Rescue Union

2. Categorical area of interest:
 Child Care Consumer Child Care Provider Other Discretionary Appointee
 Public Agency Representative Community Representative

3. Applicant's Name Noelle C. Mattock
Address 2572 Pendleton Drive El Dorado Hills, California 95762
Home Phone (916) 933-2895 Work Phone (916) 835-4668
Fax _____ E-mail Noelle.mattock@sbcglobal.net

4. List all county board, commissions or committees of which you are now or have been a member. Indicate dates of service.
None-to-Date

5. Summary of qualifications related to groups(s). (What experience or special knowledge do you bring to your area of interest?)

I received my BA in early childhood education and received a Master's Degree in Public Policy and Administration. I have extensive experience in researching/developing/analyzing and advising others on policy issues. I am familiar with the state budgetary process and have experience advocating for various programs and funding issues with the State Legislature and the Administration.



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6. Affiliations with professional and/or community groups.

I was recently elected by my peers to the Board of Directors for the Capitol Network. The Capitol Network is a 501 (c) 6, non-partisan organization of public and private professionals who work in and around California's state capitol. The Capitol Network raises funds for charitable organizations that serve the needs of women and children in California and has provided over \$100,000 in grants to deserving organizations through out the state. <http://www.cacapnet.org/default.asp?pg=5>

7. Why do you seek appointment?

I am seeking the opportunity to utilize my educational and professional experiences to get involved and give back to my community.

8. Occupation & title Lobbyist, Governmental Affairs Representative
Employer CH2M HILL

9. Other remarks

As a member of the Capitol Network Organization I have served on the grant/development review committee, membership committee, and events committee. Additionally, I have served on a Home Owners Association Board of Directors.

Appointees to Boards Commissions or Committees are not considered to be County Employees for purposes of benefits, such as Workers Compensation, health insurance, etc. I understand that this is an application process and does not guarantee me a position on the Council.

Noelle C. Matlock
Signature

November 20, 2007
Date



El Dorado County

Supplemental Membership Application

Early Care and Education Planning Council

2007-2008
Membership

N/A

Supplemental Membership Application

Sherri Springer, Chair
Happy Kids Child
Care

To be completed by provider, public agency, community agency and designee applicants.

Juline Aguilar
Consumer

Name: _____

Barby Brilliant
Teddy Bear Inn

Category Represented on the Council: _____

Lisa Daly
Folsom Lake
College

Linda Dwyer
Designee

Employer: _____

Elisa Herrera
Consumer

Address: _____

Jennifer Lawrence
Choices For Children

Molly McGovern
Consumer

Name of Supervisor: _____

Kaye Medellin
EDC Office Of Education

Mark Romagnolo
Tahoe Valley School

Title: _____ Phone: _____

Debbie Stack
Dept of Human Services

Ellen Vaughn
EDC Chamber of
Commerce

As Supervisor of _____, I authorize his/her appointment to
the El Dorado County Early Care and Education Planning Council as a representative of
our agency.

Leanne Wagoner
SLT Women's Center

Wendy Wood
Family Connections

Judi Harkins
Liaison to the
Board of Supervisors

Signature: _____ Date: _____

Cathy Bean
Liaison to the
Superintendent of Schools

Elizabeth Blakemore,
M.Ed,
Coordinator

www.edcares.org

