

**CBEC State Advisory Council
Meeting Minutes
March 19, 2012**

Members Present:	
Roseann Bentley, Greene County Commissioner	Sue Stepleton, Washington University
Patsy Carter, Department of Mental Health (DMH)	Kathy R. Thornburg, Department of Elementary and Secondary Education (DESE)
Shirley Patterson, Consultant in Early Language & Literacy	Candace Shively, Department of Social Services (DSS)
Stacey Owsley, MO Head Start Collaboration Office	Margaret Donnelly, Department of Health and Senior Services (DHSS)
Carol Scott, Child Care Aware ® of Missouri	Mayme Young, Department of Mental Health (DMH)
Members Present by Phone:	
Val Lane, Zero to Three	
Members Absent:	
Jim Caccamo, Metropolitan Council on Early Learning	Ruby Harriman Christian, Daruby Enterprises
Brenda Shields, Past President United Way of Greater St. Joseph	Judge J. Dale Youngs, Circuit Court of Jackson County, Division 6
Guests Present:	
Stacey Preis (Joint Committee on Educ)	Stephanie McGee (student, guest of Kathy Thornburg)
Cindy Wilkinson, DHSS	Sarah Beyers (student, guest of Kathy Thornburg)
Anne Klaus, Parents as Teachers	
Chelsea Brophy (student, guest of Kathy Thornburg)	Kathy Fuger, UMKC (by phone)
Staff Present:	
Daryl Rothman, Executive Director	

Agenda Topic	Discussion	Follow-up
Call to Order and approval of the agenda	Meeting called to order at 10:05 a.m. by Valeri Lane. A quorum was present at the beginning and for all votes. The agenda was reviewed. Mayme Young requested to have the Process Committee report moved on the agenda to action items. Carol Scott so moved, Sue Stepelton seconded.	MOTION CARRIED
Report of the Secretary	The minutes from the February 14, 2012 meeting were reviewed. Carol Scott moved to approve the minutes, Kathy Thornburg seconded.	MOTIONED CARRIED (Stacey Owsley abstained)
Special topic	Valeri Lane announced she was resigning as CBEC Chair on account of her new job with ZTT. She will remain on the Board and the Executive Committee. Kathy Thornburg motioned to formally thank Val for her service and accept her resignation and the installation of Stacey Owsley as Chair, per Bylaws. Roseann Bentley seconded.	MOTION CARRIED
Report from the Executive Director	Please see the attached. Carol pointed out that the reference to CBEC openings should read two, not three openings, one of which needs to be an LEA.	
Budget Report	The 2012 CBEC Budget was presented. It was clarified that members were being asked to approve the total sum of \$625,571.00. Sue Stepleton motioned to approve the budget, Kathy Thornburg seconded.	MOTION CARRIED
Discussion / Action Items	Retreat Follow-Up: It was recommend that we first attend to the to-do list on the retreat summary notes, and that the group norms should be put on the bottom of meeting agendas. Kathy Thornburg suggested that the issue of fundraising/sustainable funding needs to ascend higher on our priority list, especially now that we are halfway through the grant period. Daryl Rothman should find the CBEC minutes from a few years ago regarding the A.G. comments regarding a CBEC “fund”. Sue Stepleton suggested that Daryl needs to be freed up from the more menial tasks. Shirley Patterson noted that in order to raise funds, we need consistent talking points. It was suggested that Daryl synthesize the retreat summary notes into a work plan. Process Committee: Mayme Young summarized the report (see attached). Valeri Lane questioned where was the role of ED in ongoing communication with	

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	<p>the Governor’s Office. Mayme indicated they would amend the language of their proposal to reflect that Mayme and Daryl would work together on the Governor’s Office reports and that CBEC Chair would be copied on reports. The board also recommended that the word “adopt” be stricken from the proposal.</p> <p>Daryl asked that remaining 2012 CBEC meeting dates be settled. The dates will be May 15; August 14 and November 13 from 10:00am-3:00pm in Jefferson City. Per the recommendations of the Process Committee there will only be CBEC calls as deemed necessary.</p> <p>Now for Later Campaign: The video was shown and ways to access and disseminate the message were discussed, as well as implications for CBEC’s goal of alternate and sustainable funding and galvanizing the business community behind early childhood.</p> <p>SAC18-month report: Daryl presented summary of this report (see attached) which is due at the end of the month, and asked for feedback. Some suggestions were made and Daryl will amend his report and send in by required date.</p> <p>CBEC member vacancies: Two additional names were suggested: Sheryl Davenport and Charlie O’Reilly. Daryl will add to the list and then send to Deb Price at the Governor’s Office.</p> <p>Work Groups: There was discussion around how work groups are to derive their mission and tasks. Daryl suggested that he incorporate language/guidance from the ARRA grant application as well as Strategic Plan, and create a template for this guidance for work groups. In doing so he will also offer recommendations on any possible additional work groups needed.</p>	
Reports to the Board	<p>Please see the attached reports from the committees, departments and collaborative/partners.</p> <p>Executive Committee: Constructed board agenda, nothing additional to report.</p> <p>PD: Kathy Thornburg reported out on CYY. Also, Kathy Thornburg, Carol Scott, Stacey Owsley and Daryl Rothman will be convening a PD call on 3-26-12 to consider next steps/direction for the group and follow-up to CYY.</p>	

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	<p>ECMH: Patsy Carter reported that at the next 0-3 call the discussion will be about the Endorsement Process. She also summarized the last ECMH work group meeting.</p> <p>Home Visitation Workgroup: Valeri Lane summarized the work on the matrix and map. It was requested that acronyms be spelled out on the map. It was also pointed out that updates are needed to the “focus areas” on the matrix.</p> <p>DESE: Kathy Thornburg reported that the Stakeholders’ Assessment meeting will be March 30, 2012 at the Truman Building – there are over 300 RSVP’s.</p> <p>DSS: Candy Shively reported that the Child Care budget for 2013 has a proposed an additional 10 million – ½ for TANF and ½ for GR.</p> <p>DHSS: Margaret Donnelly reported that Missouri went from #50 last year in immunizations for kids 18-36 months to around #40 now, with expected continued improvement.</p> <p>Collaboration Report: Stacey Owsley reported that May 6-12, 2012 is Children’s Mental Health week and that CMST is seeking the board to formally recognize and lend support, and endorse the week. Roseann Bentley motioned this be done, Margaret Donnelly seconded.</p> <p>Child Care Aware: Carol Scott referred the board to her submitted report.</p>	<p>MOTION CARRIED</p>
Adjournment	Valeri Lane adjourned the meeting at 2:31pm.	
Next meeting	May 15, 2012	

Minutes reviewed by Secretary, Carol Scott
Approved _____(date)