

**CBEC State Advisory Council  
Teleconference Meeting Minutes  
February 8, 2010**

<b>Members Present for Teleconference:</b>	
Roseanne Bentley, Greene County Commissioner	Jim Caccamo, Metropolitan Council on Early Learning
Patsy Carter, Department of Mental Health	Tom Frawley, Circuit Judge
Stan Johnson, Department of Elementary and Secondary Education	Valeri Lane, Center for Human Services; ZERO TO THREE
Dan McCool, Ozark Therapy Institute	Mayme Miller, Director of Constituent Services, Governor's Office
Paula Neese, Director, Children's Division	Stacey Owsley, MO Head Start Collaboration Office
Sharon Rohrbach, Nurses for Newborns Foundation	Carol Scott, MO Child Care Resource and Referral Network
Brenda Shields, United Way of Greater St. Joseph	Sue Stepleton, Parents as Teachers National Center
Kathy Thornburg, Center for Family Policy and Research	
<b>Members Absent:</b>	
Margaret Donnelly, Department of Health and Senior Services	Ruby Harriman-Christian, Daruby Enterprises
<b>Guests Present:</b>	
Becky Houf, Assistant to the Director, Children's Division	Cindy Wilkinson, DOHSS, ECCS
Kathy Quick, Department of Health and Senior Services	Glen Webb, Legal Advisor from AGO
<b>Staff Present:</b>	
Angela Hull, Executive Director	Cindy Theissen, Administrative Assistant

<b>Agenda Topic</b>	<b>Discussion</b>	<b>Follow-up</b>
<b>Call to Order</b>	Meeting called to order by Valeri Lane at 9:06 a.m. A quorum was present at the beginning of the meeting and for each vote.	
<b>Report of Secretary</b>	January 11, 2010 meeting minutes were reviewed. One correction to the minutes was noted. A motion was made to approve the minutes as	<b>MOTION CARRIED.</b>

	corrected by Roseanne Bentley, seconded by Dan McCool.	
<b>Report of the Chair</b>	Valeri reported she and Angie Hull, Executive Director have been working on the technical assistance project.	
<b>Report of the Executive Director</b>	<p>Angie Hull reported she has attended numerous meetings, she is learning and understanding more every day. Angie is making progress on the ECAC application.</p> <p>A question was raised about the Governor's position regarding the application for federal funds. Angie responded that the Governor is aware of the process through Jeff Harris. Laurie Hines has been very helpful in the process.</p>	
<b>Board Business</b>	<p><b><u>By-Laws:</u></b></p> <p>Mayme Miller has moved to the Department of Mental Health, Office of Transformation. She has no current updates on the By-Laws, but thought this move would allow her more time to work on the CBEC.</p> <p><b><u>Home Visitation Subcommittee:</u></b></p> <p>Angie Hull staffed a meeting of Board members who established the following regarding the home visitation subcommittee:</p> <ul style="list-style-type: none"> <li>• The Board members developed a scope of work for the subcommittee.</li> <li>• The Board members suggested prospective committee members for the subcommittee: DESE, MoHealthNet, DHSS – Cindy Wilkinson, Ruby Harrimon Christian, Sharon Rohrbach, Melinda Ohlemiller, Nurses for Newborns, Kirk Schreiber, Children's Trust Fund, Bill Dent, Community Partnerships.</li> <li>• Early Head Start needs to be included as a member of the subcommittee, including the Federally Funded Head Start (suggested contact: Jim Braun of Youth In Need).</li> </ul>	

- The subcommittee will be charged with completing the matrix and look at geographic distribution of services.

There was discussion of having a Board Member chair this committee and what the duties of the chairperson would be. The following recommendations were made:

- The chairperson would run the meetings.
- Angie Hull will assist the chair with coordination of meeting details.
- The chair needs to be a strong link back to the Board.
- Mayme will check the by-laws for clarification.

The next meeting of this subcommittee will be during the week of March 10, 2010.

**Early Childhood Policy Academy RFP:**

The Governor received a communication to participate in the Early Childhood Policy Academy RFP with the goal of building infrastructure. The Policy Academy will run from March through December 2010. The Core Team will have six members, one member from the Governor's office, one member from the CBEC board and the other members from various state departments. The Home Team will include all relevant stakeholders.

Mayme Miller will check with the Governor's office for their participant. Valerie Lane will represent the CBEC and high level officials from each of the following relevant state agencies will be invited to participate: DESE, DHSS, CD, and DMH. Department directors and commissioners will be consulted for participant names.

Members must agree to participate in all activities, including: one on-site orientation meeting prior to July, and two Policy Academy meetings in

Mayme will check on the recommendations related to this subcommittee chairperson and if applicable they will be added to the by-laws.

	<p>Washington D.C., in July and December of 2010. Members must also agree to participate in on-going consultations.</p> <p>The application for participation is due February 25, 2010. When completing the application we need to choose one of the following areas to concentrate on:</p> <ul style="list-style-type: none"> <li>• Governance</li> <li>• Quality Assurance</li> <li>• Data</li> <li>• Professional Development</li> </ul> <p>Roseanne Bentley made a motion that the CBEC participate in this Policy Academy, Mayme Miller seconded.</p> <p>Stacey Owsley moved to have the Executive Committee make suggestions to the Board for prospective members, Jim Caccamo seconded.</p> <p>Val will send the RFP to all Board Members for their review.</p> <p>Jim Caccamo suggested that the Executive Committee decide between governance and professional development as our focus. The Board members also gave their opinions, with three members leaning toward governance, six members leaning toward professional development and four members who would agree with either choice.</p>	<p><b>MOTION CARRIED</b></p> <p><b>MOTION CARRIED</b></p> <p>Suggestions to be presented to the Board at the February 23<sup>rd</sup> meeting.</p> <p>The Executive Committee is to discuss the focus and report back to the Board.</p>
<b>Strategic Planning</b>	<p>The strategic plan has been updated to include all suggested changes. This discussion was tabled due to time restraints.</p>	
<b>Reports</b>	<p><u>NGA Technical Assistance – 02/23/2010 Site Visit</u></p> <p>The NGA will provide technical assistance specifically for the ECAC application development. The meeting will be from 10:00 a.m. to 3:00 p.m. in the Harry S. Truman Building, room 510. In the morning they will look at the ECAS application. After lunch the NGA will help prioritize the Strategic</p>	

	<p>Plan. Rachel from the NGA would like the goal of the February 23<sup>rd</sup> meeting to be to elevate early childhood to a policy level.</p> <p>On February 24<sup>th</sup> the NGA will meet with the Executive Committee and look at the ECCS plan and the CBEC strategic plan to determine ways they are different and ways they are the same.</p> <p><u>ECAC Application</u></p> <p>Angie reported she has spoken to the ECCS and all departments. All either have or will assist in locating matching funds. All departments along with Jim Caccamo from the Coalition for School Readiness have been responsive to collaboration.</p>	
<b>Other Reports</b>	<p><u>Parents As Teachers</u></p> <p>Sue Stepleton wanted to alert the Board members to the Governor's decision to make major reductions to PAT funds. PAT funds were reduced 3 million last year. They are to reduce another 2 million immediately and are looking at a reduction of another 3 million in the next fiscal year.</p> <p>The Board is very concerned with the reductions to PAT funds.</p>	Further discussion at the March meeting regarding the ramifications of such severe reductions of PAT funds.
<b>Calendar</b>	The next CBEC Board meeting will be March 15, 2010.	
<b>Adjournment</b>	Tom Frawley moved to adjourn the meeting, seconded by Jim Caccamo.	<b>MOTION CARRIED</b>

Minutes reviewed by Secretary, Brenda Shields  
Approved