

**CBEC State Advisory Council
Meeting Minutes
May 18, 2010**

Members Present:	
Roseann Bentley, Greene County Commissioner	Jim Caccamo, Metropolitan Council on Early Learning
Patsy Carter, Department of Mental Health (DMH)	Tom Frawley, Circuit Judge
Ruby Harriman Christian, Daruby Enterprises	Valeri Lane, Center for Human Services; ZERO TO THREE
Paula Neese, Director, Children's Division, Department of Social Services (DSS)	Stacey Owsley, MO Head Start Collaboration Office
Sharon Rohrbach, Nurses for Newborns Foundation	Carol Scott, MO Child Care Resource and Referral Network
Kathy R. Thornburg, Department of Elementary and Secondary Education (DESE)	Glenda Miller, Department of Health and Senior Services (DHSS)
Members Present by Phone:	
Sue Stepleton, President and CEO, Parents as Teachers National Center	
Members Absent:	
Margaret Donnelly, Department of Health and Senior Services (DHSS)	Daniel McCool, Ozark Therapy Institute
Mayme Young Miller, Department of Mental Health (DMH)	Brenda Shields, United Way of Greater St. Joseph
Guests Present:	
Cindy Wilkinson, DHSS	Glen Webb, Attorney General's Office
Sara Semelka, Intern, Center for Family Policy and Resources	Melinda Sanders, DHSS
Carrie Shapton, PFC	
Staff Present:	
Angela Hull, CBEC Executive Director	Cindy Theissen, Department of Social Services (DSS)

Agenda Topic	Discussion	Follow-up
Call to Order	Meeting called to order by Valerie Lane, Chair at 10:04 a.m. A quorum was present at the beginning of the meeting and for each vote.	
Introductions and Approval of Minutes	<p>A visitor was present at today's meeting: Sara Semelka was introduced to the Board. Sara is an intern for the Center for Family Policy and Research.</p> <p>Minutes from the April 2010 meeting were reviewed. Minor changes noted. Jim Caccamo moved to approve the minutes with changes.</p>	MOTION CARRIED
Treasurer's Report	Please see the attached Budget.	
Report of the Chair	<p>No report.</p> <p>Suggestion presented to keep the private foundation directors updated monthly on the progress of the Board.</p> <ul style="list-style-type: none"> • Possibly a "Points of Progress" Report with bulleted points of the Board's progress. • Keep the points of progress tied to the strategic plan. • Post the "Points of Progress" on the Coordinating Board of Early Childhood's web page. <p>A Communications/Development Committee will be appointed to determine:</p> <ul style="list-style-type: none"> • Who are the foundation directors we need to keep up to date? • How do we communicate with them? • How do we keep them updated? • The committee members will be: Carol Scott, Sharon Rohrbach, and Jim Caccamo. • This committee will meet and have a report for the Board by the July meeting. 	
Executive Director	Please be advised, on May 26, 2010, the Boone County Annual Summit on Early Childhood will be held at Memorial Union in Columbia, MO., George Lombardi, Department of Corrections will speak. The Summit will begin at 7:30 a.m. All are welcome.	

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	<p>Also on May 26, 2010, there will be a combined meeting/video conference of local ECCS Teams, the ECCS Steering Committee and the CBEC.</p> <p>Later in the evening of May 26, 2010, an ARRA/ECAS Public Hearing will be held in Kansas City.</p> <p>The Board suggested that Angie add an outcomes component to her Executive Director's Report.</p>	
<p>Discussion / Action Items</p>	<p>FY 11 CBEC Budget</p> <p>We will have Francis funds remaining that may possible be continued to the next year.</p> <p>We will possibly have Hall funds remaining that may be continued to the next year.</p> <p>We may have ARRA funds to equal \$600,000 (\$500,000 to be matched, won't know for sure until July 1).</p> <p>Department contributions:</p> <ul style="list-style-type: none"> ECCS - \$10,000 DSS - \$10,000, possibly \$20,000 DHSS - \$10,000 <p>ECCS/CBEC strategic plan merger</p> <p>A Special Quest Grant to support the eight area inclusion will be coming to an end. We want to ensure that the concepts carry forward by including sustained inclusion in the strategic plan.</p> <p>ECAC ARRA Application</p> <p>The following suggestions/comments made:</p> <ul style="list-style-type: none"> • The five focus areas are not the complete focus of ECAC, other areas will receive attention. • Remove #V and add it to #1. • Add Quality Assurance to all categories. • Add Professional Development to all categories. 	<p>PLACE ON JUNE'S AGENDA FOR APPROVAL</p>

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	<ul style="list-style-type: none"> • Add a paragraph to show where we are currently in the process. • Add a projective comment to show what we hope to complete by the end of the three years. • Possibly develop a grid. <p>Quality Rating System Executive Order: Jeff Harris asked the Board to write an order to present to the Governor related to QRS. Two versions of the order were presented to the Board for review:</p> <p>There was discussion/editing. Kathy Thornburg moved we adopt the Executive Order with changes.</p> <p>Jim Caccamo will send the updated Executive Order to the Board members for further suggestions and comments. Once complete with recommended changes, we will submit by letter to the Governor with a copy of the letter to Jeff Harris.</p>	<p>MOTION CARRIED</p>
<p>Reports Items</p>	<p>By-Laws Committee Please see the attached Draft. Numerous changes and clarifications were suggested.</p> <p>Home Visiting subcommittee Next meeting, tomorrow May 19. The matrix has grown exponentially and the committee will be working on down-sizing while maintaining the content.</p> <p>Professional Development Should have something to present to the Board at the July meeting.</p> <p>Department Reports Received an update from DHSS, DMH and DESE.</p> <p>DMH – Patsy Carter moved that we have an Early Childhood person on the CSMT Committee. Motion carried, a letter will be sent.</p>	<p>Add to July agenda.</p> <p style="text-align: center; margin-top: 20px;">MOTION CARRIED</p>

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	<p>Collaboration Reports ECCS – please see the attached report.</p> <p>P-20 Data Council:</p> <ul style="list-style-type: none"> • Collaborators continue to be added. 	
Calendar	The next meeting will be a teleconference, June 8, 2010 from 9:00 a.m. to 11:00 a.m. The call in numbers are (573) 526-5622 and (866) 630-0348.	
Adjournment	Glenda Miller made a motion to adjourn.	MOTION CARRIED

Minutes reviewed by Vice Chair, Stacey Owsley
Approved July 13, 2010