

**CBEC State Advisory Council  
Meeting Minutes  
January 10, 2011**

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| <b>Members Present:</b>   |  |
| Roseann Bentley, Greene County Commissioner                                 | Patsy Carter, Department of Mental Health (DMH)                              |
| Margaret Donnelly, Department of Health and Senior Services (DHSS)          | Valeri Lane, Center for Human Services; ZERO TO THREE                        |
| Stacey Owsley, MO Head Start Collaboration Office                           | Candace Shively, Department of Social Services, Children's Division Director |
| Kathy R. Thornburg, Department of Elementary and Secondary Education (DESE) | Mayme Young, Department of Mental Health (DMH)                               |
|   |  |
| <b>Members Present by Phone:</b>  |  |
| Jim Caccamo, Metropolitan Council on Early Learning                         | Daniel McCool, Ozark Therapy Institute                                       |
| Sharon Rohrbach, Nurses for Newborns Foundation                             | Carol Scott, Child Care Aware® of Missouri                                   |
| Brenda Shields, Past President, United Way of Greater St. Joseph            | Sue Stepleton, President and CEO, Parents as Teachers National Center        |
|   |  |
| <b>Members Absent:</b>  |  |
| Ruby Harriman Christian, Daruby Enterprises                                 |  |
|   |  |
| <b>Guests Present:</b>  |  |
| Kathy Quick, DHSS (for Margaret Donnelly)                                   | Teresa Generous, DHSS  |
| Becky Houf, DSS   | Cindy Wilkinson, DHSS  |
| Melodee Bay, Air Force  | Melinda Sanders, DHSS  |
| Kathy Fuger (present by phone)  |  |
| <b>Staff Present:</b>   |  |
| Cindy Theissen, Department of Social Services (DSS)                         |  |

| Agenda Topic                                    | Discussion   | Follow-up             |
|---|--|-----------------------|
| <b>Call to Order and approval of the agenda</b> | <p>Meeting called to order at 10:20 a.m. by Valeri Lane. A quorum was present at the beginning and for all votes.</p> <p>The agenda was reviewed. Two additional topics were added to the agenda; 1) discuss the 2011 meeting schedule and 2) discuss legislative issues.</p> <p>Roseann Bentley moved to approve the agenda with additions.</p>   | <b>MOTION CARRIED</b> |
| <b>Report of the Secretary</b>                  | <p>The minutes from the December 7, 2010 meeting were reviewed. Brenda Shields moved to approve the minutes with minor changes.</p>  | <b>MOTION CARRIED</b> |
| <b>Report of the Chair</b>                      | <p>See attached.</p> <p>Val highlighted the change of our SAC contact in the federal office. Ngozi Onunaku will replace Richard Gonzales as of December 27, 2010.</p>  |                       |
| <b>Budget Report</b>                            | <p>See attached report.</p> <p>The draft report is current through November 2010 and includes the ARRA funding.</p>  |                       |
| <b>Discussion / Action Items</b>                | <p><b>Election of Officers and At Large Executive Committee Member</b></p> <p>Brenda Shields presented the slate of officers and proposed executive committee, and welcomed additional nominations from the floor. There were none. Brenda thanked her fellow nominating committee members, Sue Stepleton and Sharon Rohrbach and moved to approve the nominations. Nominations were as follows: Valeri Lane-Chair, Stacey Owsley-Vic Chair, Carol Scott-Secretary, Kathy Thornburg-At Large, Sue Stepleton-At Large, Brenda Shields-At Large.</p> | <b>MOTION CARRIED</b> |



| Agenda Topic | Discussion  | Follow-up |
|--------------|---|-----------|
|              | <p><b>Workgroup participation</b></p> <p>The CBEC now has funds to support the workgroups. This discussion will be to determine how to frame the workgroups, what workgroups the Board would like to have, and who do we want to participate in each workgroup.</p> <p>The Board decided on the following workgroups:</p> <ol style="list-style-type: none"> <li>1. Child Abuse Prevention</li> <li>2. Home Visitation</li> <li>3. Professional Development</li> <li>4. Health Care Reform</li> <li>5. Mental Health</li> </ol> <ul style="list-style-type: none"> <li>• All workgroup members and meeting minutes will be posted on the CBEC website in accordance with Sunshine laws.</li> <li>• Groups will include members from the QRS committee.</li> <li>• A calendar will be added to the CBEC website that will contain all workgroup meeting dates and times.</li> <li>• Please send recommendations for new workgroup members to the Chair.</li> </ul> <p><b>1. Child Abuse Prevention Workgroup:</b><br/> Chair: Candace Shively<br/> Board member volunteers:<br/> Other possible members: Heather Bradly/Geary (KC) Governor’s council to end homelessness, Liz Hagare/Mace, DHSS, STAT, Missouri Prevention Partners, CTF and CD staff<br/> Focus: child abuse prevention, safety, food, housing, homelessness, poverty cycles, parent education, vocational opportunities, substance abuse prevention for adolescents.</p> <p><b>2. Home Visitation Workgroup:</b><br/> Chair: Valeri Lane and Sharon Rohrbach<br/> Board member volunteers: Sue Stepleton<br/> Other possible members: membership as currently exists.</p> |           |

| Agenda Topic | Discussion  | Follow-up  |
|--------------|---|--|
|              | <p>Focus: Home Visiting services</p> <p><b>3. Professional Development Workgroup:</b><br/> Chair: Kathy Thornburg<br/> Board member volunteers: Carol Scott, Stacey Owsley, Valeri Lane, Beth Ewers<br/> Other possible members:<br/> Focus: Possibly linking with QRS</p> <p><b>4. Health Care Reform:</b><br/> Chair: Mayme Young<br/> Board member volunteers: Rosanne Bentley, Brenda Shields<br/> Other possible members:<br/> Focus:</p> <p><b>5. Mental Health</b><br/> Chair: Patsy Carter<br/> Board member volunteers: Mayme Young<br/> Other possible members:<br/> Focus:</p> <p><b>Request from PD committee for additional funds:</b></p> <ul style="list-style-type: none"> <li>Please see the attached documents. The Professional Development committee is requesting additional funds be set aside to pay a consultant to update the By-State Core Competencies for Professionals and Stake Holders.</li> </ul> <p>Motion from the PD committee for an additional \$8550.00 to support ELG.</p> <p>Motion from PD committee for an additional \$5,000.00 for Kansas/Missouri Core Competency Infant toddler work.</p> | <p><b>MOTION CARRIED</b><br/> (Jim C., Dan Mc., and Sharon R. not present for vote)</p> <p><b>MOTION CARRIED</b></p> |

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|--------------|---|--|
|              | <p>Discussion: concerns over supervision of work.<br/> Opposed: Margaret Donnelly<br/> Abstained: Candace Shively</p> <p>Val will ask the future Executive Director to come up with a template for future requests from Workgroups when asking for funding from the Board.</p> <p>Patsy Carter moved to have a Board member represented on the Bi-State Infant Toddler Indicators.</p> <p>Discussion: Carol Scott will be the representative.</p> <p>Candace Shively will ask the DSS Fiscal Agent to report to the Board on how ARRA funds expenditures will work.</p> <ul style="list-style-type: none"> <li>• Will review/approve work and travel form.</li> <li>• Please send any questions and comments to Candy and she will pass them on to the fiscal agent for response.</li> </ul> <p><b>Legislative Review</b></p> <p>Discussion: How do we, as a Board, support or voice concerns related to legislation?</p> <ul style="list-style-type: none"> <li>• Board Members can bring pertinent House/Senate Bills to the attention of the Board.</li> <li>• Board Members who have contact or relationships with legislators can have individual discussions regarding specific Bills.</li> <li>• The Board will have no formal pro or negative comments related to any proposed House or Senate Bills</li> </ul> <p>Kathy Thornburg brought to the Board's attention Senate Bill 0021.</p> <ul style="list-style-type: none"> <li>• This Bill states that any child who turns 5 by December 31 of a school year can start school, and any child who turns 4 by December 31 of a school year can start school if they are screened and the school agrees</li> </ul> | <p>(Jim C., Dan Mc., and Sharon R. not present for vote)</p> <p><b>MOTION CARRIED</b><br/> (Jim C., Dan Mc., and Sharon R. not present for vote)</p> |

| Agenda Topic                    | Discussion  | Follow-up  |
|---------------------------------|---|--|
|                                 | <p>they are ready.</p> <p>Kathy Thornburg brought to the Board's attention Senate Bill 0020.</p> <ul style="list-style-type: none"> <li>This bill modifies the compulsory attendance age for the St. Louis City School District so that students must attend school from five years of age to eighteen years of age.</li> </ul>   |  |
| <p><b>Committee Reports</b></p> | <p><b>Executive Committee:</b><br/>The Executive Committee received seventeen resumes to review and interview.</p> <p><b>Professional Development Committee:</b></p> <ul style="list-style-type: none"> <li>Put out invitations for new members to add to the group.</li> <li>Their next meeting is March 1, 2011.</li> <li>On March 10, 2011, Part II of Parts and Pieces will be held at the Lake of the Ozarks. There will be a meeting of the sub-group on certification and articulation.</li> </ul> <p>Put on April agenda to have an update on the PD organization. The PD workgroup is to have a meeting with the Department Directors to receive input before the April meeting.</p> <p>Margaret Donnelly moved that workgroup members be approved by the Board and existing members will be grandfathered in.</p> <p>Margaret Donnelly moved to approve all proposed workgroup members.</p> | <p><b>Add to April's agenda.</b></p> <p><b>MOTION CARRIED.</b><br/>(Jim C., Dan Mc., Sharon R., Mayme Y., and Sue S. not present for vote)</p> <p><b>MOTION CARRIED.</b><br/>(Jim C., Dan Mc., Sharon R., Mayme Y., and Sue S. not present for vote)</p> |

| Agenda Topic                        | Discussion  | Follow-up   |
|-------------------------------------|---|---|
|                                     | <p><b>Home Visitation Committee:</b></p> <ul style="list-style-type: none"> <li>• Will be adding outcomes to the Matrix.</li> <li>• Would appreciate input/guidance on where the Board would like the committee to focus next.</li> </ul> | <p><b>Add to April agenda.</b></p>  |
| <p><b>Department Reports</b></p>    | <p>See attached reports.</p> <p><b>Health and Senior Services:</b><br/>DHSS is moving forward with revisions to the child care rules.</p>   |   |
| <p><b>Collaboration Reports</b></p> | <p>See attached reports.</p>  |   |
| <p><b>Adjournment</b></p>           | <p>Rosann Bentley moved to adjourn meeting at 3:00 p.m.</p>   | <p><b>MOTION CARRIED</b><br/>(Jim C., Dan Mc, Sharon R.,<br/>Mayme Y., and Sue S. not<br/>present for vote)</p> |

Minutes reviewed by Carol Scott, CBEC Secretary  
Approved February 15, 2011