

**CBEC State Advisory Council
Meeting Minutes
January 29, 2013**

Members Present:	
Roseann Bentley, Greene County Commissioner	Sue Stepleton, Washington University
Patsy Carter, Department of Mental Health (DMH)	Paula Knight, St. Louis Public School District
Shirley Patterson, Consultant in Early Language & Literacy	Brenda Shields, Past President United Way of Greater St. Joseph
Stacey Owsley, MO Head Start State Collaboration Office (MHSSCO)	Mayme Young, Department of Health and Senior Services
Carol Scott, Child Care Aware® of Missouri	Candace Shively, Department of Social Services (DSS)
Valeri Lane, Zero to Three	Jeanne Serra, DHSS Representative for Gail Vasterling, Acting Director
Jim Caccamo, Metropolitan Council on Early Learning	
Members Present by Phone:	
Members Absent:	
Judge J. Dale Youngs, Circuit Court of Jackson County, Division 6	Robin Coffman, Department of Elementary and Secondary Education (DESE)
Guests Present:	
Cindy Rackers, DHSS	Julie Allen, Project Launch MO
Cindy Reese, DHSS	Matthew Thullen, University of MO, Department Health Science
Shari Allen, DSS	
Guests Present by Phone:	
Kathy Fuger, University of Missouri Kansas City (UMKC)	
Staff Present:	
Daryl Rothman, Executive Director	Cindy Morff, Department of Social Services

Agenda Topic	Discussion	Follow-up
<p>Call to Order and approval of the agenda</p>	<p>Meeting called to order at 10:03 a.m. by Jim Caccamo. A quorum was present for all votes.</p> <p>The agenda was reviewed. Carol Scott moved to approve the agenda with the addition of an agenda item for a proposed letter to thank the Governor for his Early Childhood initiative; Valeri Lane seconded.</p> <p>Mayme moved that the Coordinating Board for Early Childhood write a letter to the Governor to thank him for his support of Early Childhood and offer support; Sue Stepleton seconded. Jim Caccamo offered to prepare letter.</p>	<p>MOTION CARRIED</p> <p>MOTION CARRIED</p>
<p>Report of the Secretary</p>	<p>The minutes from the November 13, 2012 meeting were reviewed. Carol Scott moved to approve the minutes, Sue Stepleton seconded.</p>	<p>MOTION CARRIED</p>
<p>Report from the Executive Director</p>	<p>Report was reviewed and Daryl Rothman discussed key items. Stacey Owsley inquired about the item "Participated in America's Edge Follow-Up". Jim Caccamo expanded on details. There was discussion regarding the fact the Board wouldn't have control over the policy recommendations in the report.</p>	
<p>Budget Report</p>	<p>Budget was reviewed. Board asked if dates could be added on the report, otherwise, were okay with the budget format. Daryl will discuss with Department of Social Services, Division of Finance and Administrative Services staff and send out new budget.</p> <p>CBEC Expenditure Proposals: The proposed CBEC Expenditures report was reviewed. Patsy mentioned the Fiscal Analysis Meeting is scheduled for February 6, 2013. This is an initial meeting to develop the framework. Would encourage Board members to attend or send someone in their place.</p>	
<p>Discussion/Action Items</p>	<p>Proposed Officers and Executive Committee Slate: CBEC Officers recommended are: Jim Caccamo (Chair), Shirley Patterson (Vice-Chair) and Carol Scott (Secretary). Executive Committee: Jim Caccamo, Shirley Patterson, Carol Scott (Officers), Stacey Owsley (Immediate Past Chair), Patsy Carter and Candace Shively (At-Large Members).</p> <p>Roseanne Bentley moved that the proposed 2013 CBEC Slate be approved; Brenda Shields seconded.</p>	<p>MOTION CARRIED</p>

Agenda Topic	Discussion	Follow-up
	<p>Homelessness: Reviewed material regarding Homelessness. Stacey Owsley indicated that Head Start has identified homelessness as a priority. A staff member from the Missouri Head Start State Collaboration Office is on the Governor's Committee to End Homelessness and Stacey suggested that Daryl Rothman introduce himself to the committee.</p> <p>Draft CBEC Handout: Board reviewed handout and thought it would be a good idea to get information out about the Coordinating Board for Early Childhood. Would like to see less text and maybe down to one page. Another option would be to work with graphic designer to work on design and two pages could be an option. Daryl Rothman will work on this handout.</p> <p>ECMH Endorsement Process: The documents were reviewed and discussed. Patsy Carter asked the Board if they would like the Early Childhood Mental Health Workgroup to pursue the Endorsement Process. Stacey Owsley moved to table the ECMH Endorsement; Mayme Young seconded.</p> <p>Strategic Plan: The strategic plan subcommittee (Stacey Owsley, Valeri Lane, Paula Knight, Cindy Rackers and Shari Allen) completed revisions to the strategic plan necessary to comply with HB1731. Department of Social Services, Division of Legal Services staff also reviewed the plan for compliance with the law and also for authorizing statutes. Board reviewed each revised item and suggested the following changes:</p> <ul style="list-style-type: none">• Under Public Engagement; Objective 1: After Promote, add "creation of"• Under Family Support; Long-Term Activities 1: After Promote, add "creation of"• Under Early Childhood Programs; Long-Term Activities: The number 8 item that was removed – put back in and re-word as follows: "Support the increase of subsidy reimbursements for licensed care to expand family access."• Under Glossary: Remove "Early Learning Guidelines or Standards – a document that describes what children should know and be able to do." This was expanded on under added line for Early Learning Standards. <p>Carol Scott moved to except changes presented pending Legal approval; Shirley Patterson seconded. (Approval received prior to the end of the meeting.)</p> <p>Board would like to disseminate strategic plan to stakeholders. Possibly make a pdf file on the CBEC website.</p>	<p>MOTION CARRIED</p> <p>MOTION CARRIED</p>

Agenda Topic	Discussion	Follow-up
Additional Reports/Documents	<p>Reviewed reports from workgroups, departments, and partners. On the Department of Health and Senior Services report under Child Care Online Inspections System (MOCCIS), it indicates Child Care Regulation began posting child care licensing inspections on the Show Me Child Care for the public to view. There was a question on whether that would be inspections and complaints. Jeanne Serra indicated do not have capability to post complaints at this time but hopefully will by April.</p> <p>Carol Scott reported that Christy Brookins will be co-chair for the Early Care and Education Programs Workgroup.</p> <p>Daryl Rothman will schedule a special CBEC Board Call with just one item on the agenda: Discuss Solidifying/Planning Around CBEC Policy Priorities.</p>	
Adjournment	Carol Scott moved to adjourn the meeting at 1:00pm; Valeri Lane seconded.	MOTION CARRIED
Next meeting	April 30, 2013 from 10:00-3:00; Governor Office Building, Room 470	

Minutes reviewed by Secretary, Carol Scott
Approved February 4, 2013