*All New Haven children, birth through 8 are healthy, safe, thriving in
nurturing families and prepared to be successful lifelong learners.*

**NHECC Executive Meeting Minutes**

Date: August 7, 2019

Location: 70 Audubon St, New haven, CT

Time: Called to Order: 4:00 pm/ Adjourned: 5:06 pm

**Attendance:**

Sarah Fabish, Mary Derwin, Dr. Sherri Killins, Dr. Kimber , Sadie Witherspoon, and Dr. Michelle Baker

**Welcome and Introductions**

Dr. Kimber opened the meeting to discuss the NHECC website proposal. $2500 will be paid to the vendor at the signing of the contract and the remaining will be paid upon completion.

Committee Reports

* Data Points:

Family Partnership committee submitted (4) data points:

1. Parent education level for low-income families. This seems like a major issue as it impacts job prospects, income, time to educate their own families, transportation etc...  Perhaps we can use this as an opportunity to work with resources such as Adult Education or Literacy volunteers to support families.

2. Health/Well being focus on what specific social determinants are impacting families’ ability to learn together? For instance, are asthma, diabetes, or food insecurity bigger issues to prevent learning?

3. Languages other than English spoken and a way to assess existing community infrastructures. For instance, we have an Afghani population that has moved into the Hill and are our patrons at the Wilson Library. There are many mothers with small children who speak Pashto. Our main book vendor has limited choices in Pashto so we actually got books in Pashto from Amazon.

4. What jobs would be available for low-income families/what options are available to support family learning (adult and child simultaneously)?

Quality committee did not submit any data points.

Access committee did not submit any data points.

* Committee Priorities:

 Family Partnership committee submitted (3) priority strategies:

 1. Community Listening Sessions/Parent Cafes

 2. Collaborate with Project Launch to host partnering with parents training

 3. Convene partners and programs who work with families for a parent engagement

 strategy.

 Quality committee discussed:

 1. Surveys were distributed to the School Readiness (SR) providers. Sarah Fabish

 asked, “Do all SR providers have access to a screening tool”?

 2. Quality will be reviewing the RFPs for the Coaching model.

 3. Quality will be involved in (3) events with the Board of Education and the New Haven

 Early Childhood Council.

 Access committee discussed:

 1. Attending the Back to School Rally on August 10th. Ten (10) diaper bags were stuffed

 with donations from several SR providers to be raffled off. Dr. Killins suggested

 personalized thank you notes should be sent to all SR providers that donated. A survey will be administered to families at the Rally [to collect demographic data].

 Sadie Witherspoon stated brochures to be used for the Rally should cover prenatal-

 eight. Dr. Killins preferred using the leaflets from the First Choice booklet.

 2. The Access working on a marketing campaign.

 3. Participating in community events, such as: Kindergarten Canvass in August, a march

 in September.

 4. Assisting new SR providers that need help.

Budget

* Budget: $3,000 per committee allocation with a plan.
* Dr. Baker will prepare draft budget and Scope of Work for the NHECC-CSA agreement by Friday and submit to Sarah Fabish.

Other Business

1. NHECC Community Assessment: Dr. Killins would like Dr. Baker to prepare a plan for the neighborhood canvassing for the (3) targeted neighborhoods. The plan is to incorporate priorities in the protocol from the committees and cost for using Parents.