*All New Haven children, birth through 8 are healthy, safe, thriving in nurturing families*

*and prepared to be successful lifelong learners.*

**Meeting Notes**

**Wednesday, June 3, 2015**

* Approval of May meeting notes - Christine Montgomery made a motion to approve the May meeting notes, Marcy Guddemi seconded it and the motion carried unanimously.
* Financial Report - Jennifer Heath noted that this document was distributed; there were no questions.
* Co-Chair Nomination Process – Jennifer reviewed the document that was emailed and handed out. She noted the immediate need for a co-chair. There was discussion about the process of identifying new leadership as well as the qualifications for the position of Council Co-chair. The discussion included suggestions that one Co-chair be a resident of New Haven, that one Co-chair represent Home Visiting programs and that one Co-chair should be a parent. It was also suggested that one of the criteria for Co-chair be to have at least one year as a member of the NHECC.

It was noted that involving parents was identified in the Community Assessment done in May as a challenge. A small group will meet before the July Council meeting to discuss how parents might be included. Sadie Witherspoon, Kia Levey, Crystal Sessa, Sandy Malmquist, Kathy Hagearty, and Magdalena Rosales-Alban volunteered to work on this issue. A doodle poll will be sent to determine a meeting time and date.

Jennifer said that suggestions for Co-chairs as well as new Council Members should be submitted to Gail Ford, Coordinator. This is the time of year to take a look at the current membership and changes in jobs and other circumstance that affected individuals ability to participate as members. The Operations Committee will be talking about this at its next meeting.

The discussion around Council leadership and criteria will be continued at the July meeting

* Updates
	+ Week of the Young Child – Sandy passed out an updated data sheet
	+ Legislative – Denise Duclos handed out a written summary of bills that were passed in the session. Sarah Iverson reported on the budget that was passed.
	+ Promise Zone – Jennifer distributed a summary of the Early Childhood work for the Promise Zone. Eliza reviewed the Promise Zone work and reported that the city is going to apply for federal designation.
* Grants Committee Report – Denise discussed the Fee Workgroup’s charge to develop recommendations for policies regarding the collection of parent fees. She noted that there were several other SR policies that were needed to align with the OEC policies. The OEC policies have been in place for some time.

S**a**rah Fabish reviewed the recommendations. Concerns were raised regarding the suggested policy for reporting carry over funds and around the issue of withdrawals and terminations. Additional work will be done on the draft policy and brought back to the Council for vote next month.

Sarah also explained that there is a need for another small workgroup to look at barriers for families to enroll their child in PreK and determine if there is a need for scholarships or financial assistance with SR parent fees. Jayne Bonner, Christine Montgomery, Sarah and Kia Levey volunteered; Dr. Okafor will be invited to participate as well.

Denise reported that the State of CT gave us a little more funding than our expected allocation. One program, Phyllis Bodel, originally asked for 5 slots and were given 2. Denise suggested that a vote be taken to use the funds for an additional full day space at Phyllis Bodel. There were no other programs that received fewer slots that originally requested. A motion was made by Christine Montgomery to give Phyllis Bodel the additional full day spot (which is still two slots less than their original request). Kim Harris seconded the motion. The motion carried with one vote against the motion.

Denise also distributed a document that showed potential reductions to the selected vendor contracts in the original QE grant allocation voted on previously. It appears that the amount of the QE grant will likely be less than we thought due to the final budget numbers coming out after the vote on the QE contracts at the last meeting. The purpose of this contingency plan is to ensure that contacts can go out before September. The change requested is focused on the education consultants receiving a long overdue raise. Cathy Lenihan made a motion to accept the changes presented in the document; Marcy Guddemi seconded the motion and it carried unanimously.