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

*and prepared to be successful lifelong learners.*

**Wednesday, June 4, 2014**

**Meeting Notes**

* Welcome and Announcements – Ron Manning acknowledged the time and effort put forth by Denise Duclos, Sandy Malmquist and Jennifer Heath to prepare for and attend Finance committee meeting.
* Approval of May 5, 2014 meeting notes – Denise noted a correction to the notes (Creative Me is an new SR Center not a family childcare). Bob Windom made a motion to approve the notes with this change, it was seconded by Evelyn Flamm and passed unanimously.
* Council Financial Report - included in the packet; no questions.
* Infant/Toddler Updates; State-funded child care spaces update; Early Head Start Childcare Partnership Grant Opportunity – Tina Mannarino reported that as Dwight closes the Union is being dissolved, necessitating the laying off of its staff. Dwight is being closed due to its high rent. Families have all found new sites for their children. The Infant/Toddler program at ECLC is closing and the spaces are being transferred to other centers.

20 School Day spaces will be moving to Troup School, opening in September; this will be a new SR site. Because this is a change to the School Readiness Program, a site visit (by Denise) is required as is a vote by the Council to approve the change. Sarah Fabish made a motion to approve the change; Kirsten Levinsohn seconded it. The motion carried; the SR providers in attendance abstained from the vote.

Jennifer reported the offical notice from the federal government about the Early Head Start Childcare Partnership Grant Opportunity has not yet been released. There will be about a half billion dollars in funding nationally. LULAC is planning to apply; the State of CT is not. The RFP will address how organizations can apply and collaborate.

* Council membership – Jennifer asked those in attendance for feedback on the draft documents about membership that were distributed with the meeting agenda. It was noted that currently the Council has only the SR policies and a conflict of interest policy and that we are working on bylaws for the Council this summer. The bylaws will communicate policies including defining committee membership.

It was suggested that the items on the Council member job description be grouped by the tasks that members need to do and the more general responsibilities. It was also suggested that the day and time of the meeting be added to the job description, and that we list the different committees of the Council.

Jennifer explained the process of the Council adopting an entire slate to be presented to the Mayor and Superintendent for their approval. A chart of the current member organizations and possible member organizations (that was developed at the Operations Committee meeting) was passed out. Considerable discussion about how the Council functions and is structured followed. The recap of this discussion is:

* + There is value in maintaining the large group meetings;
	+ We will examine the frequency of meetings for the future;
	+ A conversation about the day and time of meetings will take place at a later time;
	+ It is important to be clear about the content/purpose of each meeting so we can be intentional about the use of time when we meet

Regarding the slate for next year, Jennifer and Cyd will connect with people who are currently representing organizations on the Council and identify people who attend but are not members to determine if they would like to become Council members, and fill in the gaps to ensure inclusion of stakeholders as needed. They will try to have a slate for the July meeting.

* Committee annual reports – Sandy Malmquist and Tina Mannarino reported on the work of the Quality Experience Committee with a powerpoint presentation. Hard copies of the Little Read Book Report were distributed. The Grants and Development, Program Access and Family Engagement Committee and the PreK-3 committee will give their reports next month as time ran out.
* New Business – Denise reported that the Yale Center for Emotional Intelligence would like to the July NHECC meeting.