CBEC State Advisory Council Meeting Minutes July 13, 2010

Members Present:		
Roseanne Bentley, Greene County Commissioner	Paula Neese, Director, Children's Division, Department of Social Services (DSS)	
Margaret Donnelly, Department of Health and Senior Services	Stacey Owsley, MO Head Start Collaboration Office	
Becky Houf (for Paula Neese), Department of Social Services	Carol Scott, MO Child Care Resource and Referral Network	
Valeri Lane, Center for Human Services; ZERO TO THREE	Brenda Shields, United Way of Greater St. Joseph	
Dan McCool, Ozark Therapy Institute	Sue Stepleton, Parents as Teachers National Center	
Mayme Miller, Director of Constituent Services, Governor's Office	Kathy Thornburg, Center for Family Policy and Research and Department of Elementary and Secondary Education (DESE)	
Members Present by Phone:		
Members Absent:		
Jim Caccamo, Metropolitan Council on Early Learning	Tom Frawley, Circuit Judge	
Sharon Rohrbach, Nurses for Newborns Foundation	Ruby Harriman-Christian, Daruby Enterprises	
	Patsy Carter, Department of Mental Health	
Guests Present:		
Cindy Wilkinson, DOHSS, ECCS	Angela Oesterly, DOHSS	
Chris Schwetye, University City Children's Center	Steve Zwolak, University City Children's Center	
Carrie Shapton, PFC (on the phone)		
Staff Present:		
Angela Hull, CBEC Executive Director	Cindy Theissen, Department of Social Services (DSS)	

Agenda Topic	Discussion	Follow-up
Call to Order	Meeting called to order by Valerie Lane, Chair at 10:08 a.m. A quorum was present at the beginning of the meeting and for each vote.	
Report of the Secretary	Minutes from the May meeting were reviewed. Minor changes noted. Kathy Thornburg moved to approve the minutes with changes.	MOTION CARRIED.
	Minutes from the June meeting were reviewed. Minor changes noted. Brenda Shields moved to approve the minutes with changes.	
	Brenda's motion was withdrawn.	
	Mayme checked to see if meeting minutes had to be approved and posted since there was no quorum for the June meeting. It was determined that the minutes should be posted to show who was present. Rosann Bentley moved to approve the June minutes.	MOTION CARRIED.
Financial Report	We are close to the end of Budget year FY10. A completed 2010 Budget will be available for the September meeting. Sue Stepleton moved to approve the FY10 budget.	MOTION CARRIED
	The proposed FY11 budget may change with the addition of ARRA funds. We will have a more definite FY11 budget in September or October of this year. Brenda Shields moved to approve the FY11 budget.	MOTION CARRIED
Report of the Chair	The majority of Valerie's time has been spent helping Angie with the grant submissions.	
	 Met with Pam Spears from Missouri Accreditation to discuss how they can help the Coordinating Board of Early Childhood. 	
Report of the Executive Director	See attached report.	
	Attended the NAEYC Professional Development Institute in Phoenix Arizona in June. Others attending were: Pam Thomas, Joanne Ralston, Kathy Thornburg,	

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	Angela Oesterly, Sanaria Sulaiman, Peggy Pearl, and Mernell King. Kathy stated a report of the Institute is being prepared and will be shared with the Board when complete.	
	Spent considerable time completing the grant application that is due September 1, 2010.	
Discussion/Action Items	Discussion and action item regarding CBEC support letters See attachment from August 12, 2008. Minor changes made to document. Carol Scott moved to adopt draft as revised during discussion.	MOTION CARRIED
	Final presentation and approval of ECAS application, timelines and activities • Will add specific activities / specific outcomes. ○ Focus area workgroups ○ Early learning guidelines ○ Piloting data collections at Head Start sites ○ Developing improvement processes • The grant will basically be complete today (July 13, 2010)	
	Sue Stepleton moved to approve the application with the above four grant activities as the focus areas with discussed changes.	MOTION CARRIED
Closed Lunch Session	Carol Scott moved to go into closed session. Those voting: Mayme Miller yes, Dan McCool yes, Stacey Owsley yes, Rosanne Bentley yes, Brenda Shields yes, Carol Scott yes, Kathy Thornburg yes and Margaret Donnelly yes.	MOTION CARRIED
	Brenda Shields moved to go out of closed session. All of the above voted in agreement.	MOTION CARRIED
Discussion/Action Item	Discussion – Proposed ARRA Budget	
	Kathy Thornburg moved to approve the Budget as adjusted from discussion.	MOTION CARRIED

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	Initial discussion regarding FY12 Legislative agenda	
	Angie Hull will send the Strategic Plan to all Board members.	Add to August agenda as the primary subject.
Reports	By-Laws (action required) The current draft reflects changes made at the May meeting.	
	Brenda Shields moved to approve the By-Laws with adjustments.	MOTION CARRIED
Workgroup Reports	Professional Development	
	October 14, 2010, Dan Haggard will hold a workshop. He will have a presentation in the morning and workshops in the afternoon. The target audience is coaches, Head Start faculty and trainers. The workshop will be held at the Governor's Office Building, room 450.	
	Home Visiting update	
	Margaret Donnelly gave a report of the pending activity on the federal home visiting legislation and requested that the CBEC Home Visiting Work Group complete the Matrix. It will help greatly to guide the Department of Health and Senior Services with their grant application with stage 2 and 3.	
	The next Home Visitation meeting is July 15, 2010.	
	Quorum not present after this time.	
Department Reports	Department of Health and Senior Services – see attached.	
	Department of Elementary and Secondary Education – see attached.	
	Department of Social Services – see attached.	
Collaboration reports	MOCCRN – see attached.	

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	Carol Scott reported a 500,000 dollar cut to MOCCRRN from DHSS on top of the original cut of \$261,000. As a result:	
Open discussion	Brenda Shields stated a change was suggested by the Executive Committee to change the Board meetings structure. The Board would have a meeting in the morning and workgroups in the afternoon. Rosanne Bentley with agreement from Kathy Thornburg stated we should streamline the meetings by having workgroups on one day and the meetings on a separate day.	Add to August agenda.
Adjournment	The group had a consensus to adjourn. No vote as there was no quorum.	

Minutes reviewed by Secretary, Brenda Shields Approved August 10, 2010