

**NH Early Childhood Advisory Council**  
**Friday, January 21, 2011**  
**1:30 – 5:00 PM**  
**Early Learning NH, Two Delta Drive**  
***Meeting Summary***

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**In Attendance:**

Jackie Cowell	Early Learning NH
Ellen Wheatley	DHHS/CDB
Pat Cantor	NH CCAC/Plymouth State
Barbara Hemingway	Preschool Special Education/Dame School
Debra Nelson	DHHS/Head Start Collaboration Office
Lisa Strout	NHCCAC Secretary, NHAEYC
Elissa Margolin	Margolin Consulting
Deirdre Dunn	ECCS
Michelle Lewis	ICC
Julie McConnell	CCAC/NH Community Loan Fund
Patty Bradley Ewen	NH DOE
Tricia Tilley	MCH
Christina Durkee	NH DOE
Katie Brissette	Early Learning NH

**Regrets:**

Ruth Littlefield	NH DOE/ICC
Heather Brown	Head Start PAC
Carolyn Stiles	DHHS/FC ESS
Gerry Santilli	Head Start Directors Association
Charna Aversa	ICC

**Welcome and Agenda Review**

Jackie Cowell welcomed the group and explained the format for today's meeting. Because of the inclement weather, the team from UNH that was scheduled to do a presentation on the needs assessment survey for the Bureau of Developmental Services was unable to attend. The presentation will be moved to the next meeting in February. Meanwhile, the UNH team will seek the input of this committee via e-mail.

The purpose of today's meeting was to interview three finalists for the position of Director of the Early Childhood Advisory Council and make a decision about whom to hire.

Jackie also reported that, in response to the Steering Committee's recommendation that there be a chair of the Planning Committee, Debra Nelson had been elected by the Planning Committee as chair. Debra was presented with a copy of *The Little Engine that Could* in recognition of all her work in moving forward the Early Childhood Advisory Council. The Steering Committee expressed its gratitude for her work.

Debra then agreed to facilitate the meeting until Elissa's arrival. She thanked her fellow members of the Screening Task Force (Gerry Santilli, Julie McConnell, Tricia Tilley, and Katie Brissette) and the Interview Task Force (Tricia Tilley, Jackie Cowell, Ellen Wheatley, and Pat Cantor) for their work in reviewing applications, interviewing candidates, and selecting three finalists.

Debra explained the process by which the finalists had been chosen and the protocol that would be followed for today's interviews. She distributed four questions determined by the Interview Task Force and selected committee members to ask each question of the finalists. She then explained that voting would happen at the end of the interviews, via written ballot.

Elissa arrived during the interview process and facilitated the post-interview discussions and the voting.

The three finalists were interviewed by the Steering Committee. After the interviews, Laura Milliken was unanimously selected as the Steering Committee's first choice for the Director position.

The meeting ended at 5:00 PM.

NOTE: After the meeting, Jackie Cowell reported to the Steering Committee by e-mail that Laura Milliken accepted the position and begins work on February 1.