

Spark NH Committee Meeting Summary

Committee: Policy
Date: Tuesday, October 18, 2011
Time: 9-10:30 AM
Location: Two Delta Drive, Concord

Attendance

Present:

Erika	Argersinger	Children's Alliance of NH
Katie	Brissette	Early Learning NH
Jackie	Cowell	Early Learning NH
Julie	Day	NH Children's Trust
Patty	Ewen	NH Department of Education Office of Early Childhood Education
Stephanie	Lafreniere	NH Department of Education Title I
Laura	Milliken	Spark NH
Suellen	Peluso	Dartmouth Medical School and Leadership New Hampshire (Class of '12)
Tracy	Pond	NH CCR&R Network
Julie	Sackett	Belknap Merrimack Head Start
Kelley	White	MidState Health Center, Plymouth NH
Karyn	Yeatman	Easter Seals NH Child Care Resource & Referral
Elissa	Margolin	Meeting facilitation – Margolin Consulting

Regrets:

Jeanne	Agri	Southern New Hampshire Services. Inc. Head Start/Early Head Start
MaryLou	Beaver	Every Child Matters
Gail	Brown, Esq., MSW	NH Oral Health Coalition
Scot	Foster	Regina Flynn of the NH Obesity Prevention Program
Cindy	Higham	Noah's Ark Child Care Center
Julie	McConnell	NH Child Care Advisory Council; NH Community Loan Fund
Kirsten	Scobie	The Neil and Louise Tillotson Fund of the NH Charitable Foundation
Mary Jane	Wallner	Merrimack Valley Day Care Services and NH House of Representatives

Materials: Agenda; Policy Committee Workplan; Spark NH Committee Guidelines

Meeting Summary (of major issues covered)

Introductions and appointment of note takers for meeting summary – Katie Brissette/Oct, Erika Argersinger/Nov, Suellen Peluso/Dec.

Reviewed and discussed the charge of the committee and its workplan. The deliverables are A) recommend a plan for the development and implementation of a comprehensive, statewide early childhood strategic plan for New Hampshire; B) recommend a final legal structure of the Council, e.g. 501()3, quasi-governmental entity, part of State office, etc., and of an early childhood infrastructure, e.g. Department of Children or Interagency Office of Early Childhood, Children's Cabinet, etc.; C) conduct a early childhood policy scan for NH; and D) determine how to coordinate with other policy groups, statewide and regionally, and policy leaders.

Priority Action: to secure strategic planning consultation early on to guide the committee

Priority Action: to start the policy scan

Discussed who was missing and produced detailed list of committee members responsible for reaching out to whom before the next meeting. The discussion included a list of individuals, early childhood domains, and geographic representation to be sought.

Discussed the role of the policy committee chair: work with staff to develop committee meeting agendas; facilitate meetings; meeting summaries to staff before 1 week prior to Council meeting; report at Council meetings or designate someone else. Jackie Cowell, as Acting Chair, asked who may be interested in being the committee chair. Julie Sackett agreed to report at the Oct 27 meeting and to be the chair after checking with Jeanne Agri to ensure there was no duplication of Head Start representation.

Agreed to meet monthly and to stay together as a large group for now to tackle all deliverables together. Smaller workgroups may be needed in the long term. Starting in November, meetings will be from 9-10:30 on the 2nd Tuesday of the month.

Discussed the Right to Know law and how it will affect the work of the committee, e.g. no decisions or discussions will be had by email.

Action items:

Laura Milliken will learn about what kinds of free strategic planning technical assistance may be available from national or state entities to share at the next meeting.

Jackie Cowell will send out sample plans from other states to members for review.

Designated committee members will reach out to the individuals or groups identified who may be able to assist with the policy scan.

Designated committee members will reach out to the individuals or groups identified to ask them to join the committee.

Questions for Council and Votes (if necessary)

None at this time. The committee expects to soon make a specific recommendation to the Council to secure strategic planning consultation.

Request for Funding (if necessary)

None at this time.