

**NH Early Childhood Advisory Council**  
**Friday, March 18, 2011**  
**2:00 - 4:00 PM**  
**Early Learning NH, Two Delta Drive**  
*Meeting Summary*

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**In Attendance:**

Laura Milliken	Director, ECAC
Elissa Margolin	Margolin Consulting
Patty Bradley Ewen	NH DOE
Pat Cantor	NH CCAC/Plymouth State
Jackie Cowell	Early Learning NH
Deirdre Dunn	ECCS
Christina Durkee	NH DOE
Julie McConnell	CCAC/NH Community Loan Fund
Debra Nelson	DHHS/Head Start Collaboration Office
Gerry Santilli	Head Start Directors Association
Ellyn Schreiber	NHIMHA/ICC
Carolyn Stiles	DHHS/FC ESS
Lisa Strout	NHCCAC Secretary, NHAEYC
Tricia Tilley	MCH
Ellen Wheatley	DHHS

**Regrets:**

Ruth Littlefield	NH DOE/ICC
Heather Brown	Head Start PAC
Barbara Hemingway	Preschool Special Education/Dame School
Michelle Lewis	ICC
Katie Brissette	Early Learning NH

**Guest:**

Maureen Hickey	Head Start TTA
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**Welcome and Agenda Review**

Laura Milliken welcomed everyone and reviewed the agenda, which included some changes from the agenda that was previously e-mailed to everyone. The revised agenda included: Website Task Force; Head Start Collaboration Office Request; Request for a Home Visiting Task Force; Membership and Governance Task Force Report; Communications and Planning Committee Updates; and Stakeholder Meeting Task Force Update.

**Website Task Force**

Laura reminded the group that Carolyn Stiles was able to dedicate ARRA funds toward the creation of an ECAC Website. The funds must be spent soon, which means that a Website Task Force is needed to get to work quickly on determining the content and functions of the website. Laura and Dee volunteered to serve on this Task Force. Gerry said she may be able to join them, and both Deb and Christina stated that they would be able to participate at a later date.

It was pointed out that a consultant could provide help in deciding what questions need to be considered in developing the website. Laura asked that members send her information about possible consultants, as well as suggestions for the website.

### **Head Start Collaboration Office Request**

Debra requested a letter of support from the ECAC to the Head Start Collaboration Office. The letter should express that the ECAC and Head Start Collab Office will work together on shared goals. Laura will prepare and send a letter on behalf of the ECAC.

### **Request for a Home Visiting Task Force**

Dee briefly described the background and goals of the Maternal, Infant, and Early Childhood Home Visiting (MIEC HV) Program, authorized through a provision in the Affordable Care Act. In order to address the immediate goals, she is putting together an MIEC Home Visiting Task Force. The first two goals of this Task Force are to identify the at-risk communities that will be served with the program and identify evidence-based home visiting model(s) that best address the targeted at-risk communities. These goals must be completed within less than a month.

The work of identifying the at-risk communities is basically complete. These include the city of Manchester, and Sullivan, Strafford, Coos, and Carroll Counties. The federal government has provided a list of evidence-based programs that have been endorsed for the program; Dee was requested to provide this list.

Dee requested that the ECAC create a Task Force to participate in the development of the State Plan, which is due in June 2011. This Task Force will also include some of the original NH Home Visiting Advisory Group that was convened in July 2010.

Those interested were asked to contact Dee by March 21. The first meeting is planned for the week of March 21. It is likely that the group will meet bi-weekly.

Laura volunteered to serve on this Task Force. Deb will recruit someone from Early Head Start. Other ECC members were encouraged to participate if they can.

### **Planning Committee Update**

Deb gave a brief Planning Committee update here, noting that the committee had agreed that Laura should bring to the full Steering Committee the concerns that some members had expressed to her about the membership proposal discussed at the February meeting.

### **Membership and Governance Task Force Report**

Laura reported that, as directed by the Steering Committee, she has met since the February meeting with those who had concerns about the membership recommendations presented in February. Based on their input, she brought their recommendations to the Membership and Governance Task Force at its meeting, and now to the Steering Committee.

Laura also reviewed the context for thinking about membership and the work of the committee (vision, mission, and goals).

Patty stated that the DOE has agreed to fill two mandated positions, the Office of Early Childhood and the Preschool Special Education IDEA Part B representatives. The DOE will not fill the position designated as “State Director Homeless Education/Title 1 Coordinator Representative.” The DOE suggested that the Steering Committee consider whether nutrition and wellness are well represented.

Patty noted that the report that was circulated among Steering Committee members, entitled “Vision to Practice: Setting a New Course for Early Childhood Governance,” by Goffin, Martella, and Coffman, identifies four sub-systems that should be included in early childhood systems work: early learning; family support; health, mental health, and nutrition; and special education/early intervention. These areas should all be well represented on the ECAC.

Elissa reminded the group that we had agreed on priorities for membership in order to achieve diversity and breadth in representation. These include local and statewide, public and private, children across the age span, special needs and families infused throughout, geographical diversity, and ethnic/racial/linguistic/socioeconomic diversity.

The role of the Steering Committee is coming to a close. There is pressure to start work on the goals identified in our plan. We have achieved some of those goals (getting funding, hiring staff, setting up governance and structure of the ECAC). Everyone is needed to support the work of the ECAC.

She asked why we anticipate that there will be people who are not completely satisfied with the membership of the ECAC. Possible reasons include lack of trust, inability to see the functioning of the ECAC yet, possible imbalance between information that has been shared publicly and among the Steering Committee, the need to be able to justify decisions to constituents, and that each of us sees the ECAC through her own lens. Elissa encouraged us not to let the perfect be the enemy of the good.

Having reviewed all of the above, the Steering Committee discussed the recommendations for the at-large positions. It was agreed that the ECAC would have 32 seated members and 3 At-Large seats.

It was agreed that the last Steering Committee meeting will be in April and the ECAC will be launched in May.

### **Communication Committee Update**

Laura reported that the Communications Committee met and agreed that its function is to share information about the ECAC. The committee is putting together some information about the ECAC to share publicly. It will also work on the website and discuss messaging for the ECAC.

### **Stakeholder Meeting Task Force**

Patty reported that the Stakeholder Meeting Task Force met and discussed several possibilities for statewide constituency involvement and inclusion in the ECAC process. It was proposed to ask the Steering Committee to support a video conference on September 7, 8, 13, 14, or 15. The

video conference would be akin to the Public Hearing held in summer 2010. During the video conference, the ECAC would report back to the early childhood community as promised as an annual review. This would be a good time to share feedback from the original survey, the strategic report, and the annual update. We would also use that time to encourage early childhood constituents to join a work committee for the newly formed ECAC (post subcommittee development). We plan to have our largest stakeholder meeting in November and would incorporate their September feedback into that meeting.

**Air Time:**

- Carolyn reported that the link for the professional development survey will be active next week.
- Jackie reported that the business leaders' breakfast event was quite successful.

We approved the notes from the February meeting as written.

It was agreed that the Planning Committee will discuss and plan the structure for the April 15 meeting, which will be the last meeting of the Steering Committee.