



## MEETING NOTES

### Region 1-B-C Action Council Meeting

**Date & Time: July 19, 2023, 2:00-4:00 PM**

Council Members present: Adelia Brienzo, Michelle Zurita-Sharpe, Janice Martin, Rochelle Golliday, Kelly Burke, Felicia McBride, Janis Jones  
Council Members absent: Leatha Asbury, Gretchen Bailey

#### **2:00 PM: Welcome/Icebreaker (10 mins)**

Notes:

- Ashonti-RCM welcomes Action Council Members to our July Action Council Meeting and explains our icebreaker (show & tell).

Decisions made: N/A

Next Steps: Early Childhood Regional Needs Assessment Update.

#### **2:10 PM: Early Childhood & Care Regional Needs Assessment Update (10 mins)**

- 1. New Timeline-July 31<sup>st</sup> is when we can start dissemination.**
- 2. Sneak Peeks-we can invite people in the community. It will be an open forum, a hybrid meeting at the Lansing Library.**

Notes:

- Ashonti-RCM talks with council members on EC RNA updates; we can start the dissemination process on July 31, 2023.
- We will send an invite for our Sneak Peek in July; we won't be able to send the link to the RNA until July 31<sup>st</sup>.

Decisions made: Figure out who to send Sneak Peek invites to.

Next Steps: Early Childhood Regional Needs Assessment-Dissemination Planning

#### **2:20 PM: Early Childhood & Care Regional Needs Assessment (20 mins)**

- 1. Dissemination Planning**

Notes:

- Action Council Members discussed who to contact to disseminate the Early Childhood Regional Needs Assessment.

Decisions made: Think about whom you want to engage for the Early Childhood Regional Needs Assessment.

Next Steps: Action & Family Council Recruitment



## **2:40 PM: Action & Family Council Recruitment (5 mins)**

### **1. Closing August 3, 2023**

Notes:

- We are trying to grow our Councils, encouraging Council members to invite people to join the work.
- People who are invested in ECEC but may not necessarily be in the ECEC field, we would love to have them.

Decisions made: Host an Action & Family Council Interest Meeting.

Next Steps: Community Outreach, Community Meetings with Council Members

## **2:45 PM: Community Outreach, Community Meetings with Council Members (15 mins)**

Notes:

- Scheduled meetings, inviting diverse people to come at a certain time.
- We need more diversity from different cities and diversity in the positions as well.

Decisions made: Think of more ways for engagement.

Next Steps: World Café Planning

## **3:00 PM: World Café Planning (10 mins)**

### **1. What is World Café?**

- a. Collaborative conversations**
- b. Intentional feedback**
- c. Collective wisdom**

### **2. Who can lead World Café?**

- a. Table Host**

### **3. How will we use World Café?**

- a. Early Childhood & Care Regional Needs Assessment Dissemination**

Notes:

1. Jaime and Leah explain the breakdown of the World Café.

Decisions made: Determine what dates and times work best to host a World Café and get more Council Members trained to be table hosts.

Next Steps: First-Year Reflection

## **3:10 PM: First-Year Reflection (20 mins)**

Notes:

1. How was your experience this first year?



2. What worked well?
  - a. Meetings went well and were very organized.
  - b. Meeting structure (jam boards and other brainstorming tools).
  - c. Meeting times.
3. What did not work so well?
  - a. It was sad to lose several council members early in the year; it is difficult to engage with people in the summer due to family vacations and other activities.
  - b. Council members would like to have dates scheduled in advance to block calendars.
  - c. Prefer meetings during the day instead of in the evenings.
4. What data/topics stood out?
  - a. Very interesting to hear about Work Force Development centered around ECEC Centers.
5. What data/topics do you think were unclear?
6. What data/topics need to be included?
  - a. Get one representative from each city in our Region.
  - b. We need to get connected with the school districts.
  - c. Having some pre-work prior to coming to the Action/Family Council Meetings, often when you show up at the meetings, the brain is already tired due to it being close to the end of the day.
  - d. A master slide deck (links with jam boards, things the council members will need in the future).

Decisions made: To implement Council suggestions.

Next Steps: Year 2 Planning

### **3:30 PM: Year 2 Planning (10 mins)**

- 1. Training/Learning Opportunities**
- 2. Who needs a seat at the table?**
- 3. Resource Share**
- 4. Apps and other programs (suggestions on how we best can deliver information)**
- 5. Day, Time, and Location for meetings**
- 6. Other Supports**

Notes:

- Year 2 is about disseminating the Early Childhood Regional Needs Assessment and how we can push the needle and start making an impact



through community collaborations, grants, funding opportunities, and agency involvement.

- Collective impact training; come together and achieve a common goal.
- Learn more about CBOs, programs, enrollment, funding, eligibility, etc.
- CFC; El staff or providers, Latin, Arabic, Blue Island: Cook County 140, Metro, hope center, daycares, community-based programs, libraries, social services agencies.

Decisions made: Action Council Members will continue to brainstorm on how we can make Year 2 even better.

Next Steps: Time Commitment

### **3:40 PM: Time Commitment (10 mins)**

- 1. Meeting Attendance**
- 2. Email Communications**
- 3. How can we keep you engaged in our work?**

Notes:

- Ashonti-RCM discusses with Council Members the importance of attendance, email communication, and better ways to keep them engaged.

Decisions made: N/A

Next Steps: Closing

### **3:50 PM: Closing (10 mins)**

- 1. Any questions/comments/concerns?**

Notes: N/A

Decisions made: N/A

Next Steps: Next Meeting

Follow-up/Next Steps:

Next meeting is scheduled for 8/23/23 at 2:30pm. Jaime sent the calendar invite.