



## MEETING NOTES

### Region 31 Action Council Meeting

Date & Time: 9/29/22, 7:00pm-8:30pm

#### 7:10 pm Region 31 Welcome & Introductions (10 min)

Notes:

- The Regional Council Manager, the FACE Specialist, and the Administrative Support for Region 31, introduced themselves, including their pronouns, their role, and began an Icebreaker activity.

Decisions made: N/A

Next Steps: N/A

#### 7:20 pm Council Member Introductions & Ice Breaker Activity (10 min)

Notes:

- Council members introduced themselves including their name and organization and completed the Icebreaker activity.

Decisions made: N/A

Next Steps: N/A

#### 7:30 pm Housekeeping (20 min)

Notes:

- The Regional Council Manager informed members the meetings are being recorded and had members sign a photo release.
- Virtual members were asked to submit a photo release online.
- Members talked about the days and times when council will meet.
- The Regional Council Manager described what will happen once Family Council joins.
- The Regional Council Manager asked members for support in finding volunteers to assist Family Council members with supervising/caring for their children on site in our bright space for Family Council members who brought children to meetings.
  - Regional Council Manager further explained the bright space was not childcare or a drop off service and is an on-site space strictly for parent accompanied children with assisted supervised activities and meals for their children while meetings occurred.



Decisions made: Meetings will be held the second and fourth Thursday of the month from 6:30pm-8:30pm.

Next Steps: Send out calendar invites with Zoom links for members, members will RSVP with attendance and status for attending (virtually or in person).

### **7:49 pm Our Learning Community Blueprint (44 min)**

Notes:

- Council members were given the initial community agreement.
- The Regional Council Manager and the council members talked about wanting everyone to feel welcome at the meetings, and how to treat each other.
- Council members talked amongst each other, via a turn and talk and virtual breakout rooms, about the agreement, the meaning of it, and gave ideas for other items to add to the community agreement.

Decisions made: Wording will be changed for some sections of the agreement to make it more positive, new items will also be added.

Next Steps: The document will be reviewed at the beginning of every meeting.

### **8:23 pm Action Council Purpose and Responsibilities (30 minutes)**

Notes:

- The Regional Council Manager shared information about our Region with the council members.
- The Regional Council Manager talked about the purpose of Birth to Five, and members watched the Birth to Five introduction video.
- The Regional Council Manager explained to members possible tasks that will need to be completed and gave an overview of what will happen each month. The upcoming agenda and agenda topics were reviewed from October 2022 to May of 2023.
- Three members of the council brought up concerns about the time commitment that will be required; the Regional Council Manager explained the council members are expected to commit to two meetings a month for two hours each meeting. The Regional Council Manager further explained all meetings would be recorded and hybrid model, and that this was being done in an effort to eliminate commute times, the need for childcare, and to make meetings as inclusive, convenient, and accessible to all Council members as possible.



Decisions made: N/A

Next Steps: N/A

### **8:52pm Wrap-up and Questions (10 minutes)**

Notes:

- The Regional Council Manager talked to the Council members and explained that this is a good time to decide and confirm their commitment. If they would not be continuing, there are other ways in which they could participate if they think holding a seat on the Council is too time consuming.
- A council member asked if Region 31 is still seeking council members.
- The Regional Council Manager responded, "Yes, and the region has pending interests forms for review."
- A virtual council member suggested Birth to Five Illinois should be more transparent about the time commitment when people apply for Action Council and expressed concern about the lack of ethnic diversity and gender on the Council.
- The Regional Council Manager responded commitment requirements are posted on the website, discussed during webinars, and summarized during individual information and first contact meetings. In addition, there are pending interest forms from other ethnicities, as well as gender, and every effort to recruit members for diversity will continue until the submission of interest forms are closed for the region.
- Meeting adjourned at 9:00 pm

Decisions made: N/A

Next steps: Send invite for next Action Council on October 13, 2022.