



## Action & Family Council New Member Meeting

Date: September 15, 2023

### Attendees

Council members present: Jena Mattmiller

### Agenda

1. Introductions
  - a. Birth to Five Illinois Staff: Heather Pruett – Regional Council Manager, Brittany Lemons – Family and Community Engagement Specialist, Jessica Chin – Administrative Support
2. Ice breaker
  - a. Members introduced themselves and shared why they were interested in joining the Council.
3. Welcome to the Council!
  - a. Community Agreements for an effective meeting space were reviewed for both Action and Family Council.
  - b. Heather discussed the roles of the Action and Family Council.
4. Action & Family Council meetings
  - a. The meeting cadence for last year was shared, and the options for next year were highlighted. This will be voted on in the next meeting.
  - b. Expectations for participation during the meetings were discussed.
  - c. Heather shared what you should do if you are unable to attend a meeting.
5. Year 1 work
  - a. Last year the Councils reviewed data on Early Childhood Education and Care programs and services.
  - b. Conducted interviews and focus groups to understand what the data meant to community members in our Region.
  - c. Wrote an Early Childhood Regional Needs Assessment.
  - d. Disseminated the Early Childhood Regional Needs Assessment.
6. Year 2 work
  - a. We will be taking a few recommendations from our Early Childhood Regional Needs Assessment and creating an Action Plan.
  - b. We will review some data on mental and behavioral health, talk with community members, and produce a short report based on our findings.



c. Disseminate the Action Plan.

### **Before the next meeting...**

- The next Action Council meeting is September 21, 2023 at 1:00pm.
- The next Family Council meeting is September 26, 2023 at 7:00pm.
- All new Action Council members need to sign the Photo Video Release Form and email it back to Jessica.
- All new Family Council members need to sign the Photo Video Release Form and Stipend Agreement and email it back to Jessica.