



## Region 19 Family Council Meeting

Date & Time: October 6, 2023, 6:00 to 8:00 pm.

### Notes

6:00 pm: Welcome (5 minutes).

Notes:

- Discussed potential for individual Council members to work with Rep. Stava-Murray regarding potential policy advocacy efforts.

6:05pm: **Parent and Caregiver Leadership Development (10 minutes)**

**Notes:**

- Claudia presented the Parent Leadership Assessment Tool, its purpose and the next steps after they complete the assessment.

6:15 pm: SWOT Analysis and SMART Goals (30 minutes).

Notes:

- Valerie discussed the SWOT Analysis. Members were asked to utilize the SWOT analysis when reviewing potential recommendations for consideration.
  - Strengths
  - Weaknesses
  - Opportunities
  - Threats
- An overview of SMART goals was shared, and A SMART Goals video was presented to members. Members were also asked to consider how their preferred recommendations may be achieved through SMART goals.
  - Specific
  - Measurable
  - Attainable
  - Relevant
  - Timebound

6:45 pm: Recommendations Discussion and Selection Process (60 minutes).

Notes:

- Valerie presented the nine identified needs outlined in the Region 19 Early Childhood Needs Assessment to the Council.
  - Council members expressed a need to include their choices to be the top choices for consideration and the ones they thought could be achieved at a local level.



- Council members participated in a consensus activity using Google Forms to narrow down the list of potential recommendations based on the top three Needs from they had chosen.
  - It was determined that a Google Doc Form would also be sent to the Action Council members to narrow down their choices from the top three Needs the Family Council chose.

7:45 pm: Action Plans and Workgroup Overview (10 minutes).

Notes

- Valerie shared an overview of the timeline for workgroup selection and meeting cadence.
- A plan with targeted dates was shared regarding Council feedback regarding workgroup preferences and meeting times.
  - Based on the results of the recommendation discussion it was determined that this timeline may need to be adjusted.

7:55 pm: Next Steps (5 minutes).

Notes

- Valerie will send out a new Google Form to all Action Council members containing the three needs chosen and their recommendations. Council members will be asked to submit their input by the end of business on Thursday, October 5<sup>th</sup>.
- As needed, Valerie will send out a final consensus Google Form to all Council members on Friday, October 6<sup>th</sup> to determine the three recommendations.
- Once finalized, Valerie will send out the Workgroup preferences and meeting time scheduling forms to all Council members.
- Council members will receive their Workgroup assignments and meeting invitations by Friday, October 13<sup>th</sup>, with the first Workgroup meetings occurring prior to the end of October.

**Next meeting:** Full Family Council Meeting: Thursday, November 2<sup>nd</sup>, 6:00-8:00 p.m.