



## Family Council New Member Meeting

Family Council Members

Date: September 19, 2023

### Attendees

Council members present: Monique Griffith, Desiree Johnson, Heather Stokes, Roxanna Avila, Tiffany Martinelli

### Agenda

1. Welcome to the Council!
2. Icebreaker and introductions
  - a. The FACE Specialist asked all participants for consent to record the Zoom meeting.
    - i. All participants agreed with a head nod.
3. Orientation Guide
  - a. Birth to Five Illinois Overview
    - i. Showed map and discussed the areas that 1-B-B encompasses.
    - ii. The FACE Specialist discussed Year 1 and the Early Childhood Education and Care Regional Needs Assessment.
      - a. Conversation took place to summarize what the Early Childhood Education and Care Regional Needs Assessment is.
    - iii. Why Family Councils?
      - a. Parents are the voice of the communities and know what their communities need.
      - b. You are a leader as a parent, and being on the council can help foster leadership skills.
      - c. You are giving us a voice.
      - d. You are the stories behind the data.
      - e. All the decisions or the laws that are created affect families.
      - f. Your voice brings the needs of families to the forefront.
      - g. This is a way to bring families to the table.
    - iv. Why the Action Councils?
      - a. Action Councils act as partners in the field.
        1. Listed the fields that individuals from our councils are in.
        2. Parents give the voice and stories to back up the data.
      - b. Councils bring the needs of families to the forefront.
      - c. This is an entire system working together.



4. Group Agreements- This tool fosters participation, inclusivity, explicit consent, and accountability habits in our Council.
  - i. The Group Agreements were listed for the group.
  - ii. The group discussed the Group Agreements that stood out to them.
    - a. The group added no new Group Agreements.
  - b. Supportive Environment for Participation (Expectations)
    - i. The participants were invited to share their stories on Birth to Five Illinois' website.
    - ii. Absences
      - a. The materials can be found in Google Drive if a member cannot attend a meeting.
      - b. Availability for 1:1 check-in is always an option.
  - c. Family Council meetings
    - i. Meeting cadence
      - a. Meetings will occur twice a month. There will be a Family Council Meeting and a workgroup meeting where both the Action Council and Family Council will meet to work on the Action Plan.
      - b. There will be an interpreter who will attend our meeting(s) as needed.
      - c. Most meetings will be virtual.
      - d. No hybrid meetings at this time.
      - e. The meeting setup is the tentative plan and may change if the plan does not meet the group's needs.
  - d. Parent stipends
    - i. The stipend form will be emailed to the Family Council Members this week to be signed digitally.
    - ii. The stipend is renewed yearly.
    - iii. The check-issuing process was explained to the Family Council Members in detail.
  - e. Year 1 work
    - i. Overview of the work done in Year 1, high-level look at data topics that were addressed.
  - f. Year 2 work
    - i. Now-December
      - a. Take a look at the recommendations.
      - b. Both Councils will vote on the top three recommendations at the next meeting.
      - c. Action Plan will be developed collaboratively.
    - ii. January



- a. Mental health data will be reviewed.
- b. The new data will be added to the Regional Needs Assessment.
- c. There will be a dissemination phase for the Action Plan.

5. Next Steps/ Q&A

- a. Next meeting: Tuesday, September 26, from 5:00pm-7:00pm
  - i. Let Region 1-B-B know if the time does not meet your availability.
- b. Sign and return the Photo Consent and Stipend Agreement.
- c. Accessing meeting materials via Google Drive
  - i. A demonstration on navigating Google Drive on the phone and computer.
- d. No further questions at this time.
- e. One-on-one support was offered to the Council Members.

Before the next meeting...

1. Stipend Agreement
2. Photo Release Consent
3. Update mailing address