



## Action & Family Council Workgroup Planning

Action & Family Council Members

Dates: November 28<sup>th</sup>, 2023, 5:00pm-7:00pm

### Attendees

Council members present: Azucena Galvez, Desiree Johnson, Heather Stokes, Juana Avila, Monique Griffith, Roanna Avila, Tiffany Lewis.

Council members absent: Emily Norman, Rosalind Banks, Linda Rios.

### Agenda

1. Introduction.
2. Group agreements.
3. Terms and Acronyms.
4. Continuous Quality Improvement (CQI) Steps.
  - a. Notes: The Regional Admin provided a diagram with the steps of the CQI model.
  - b. Notes: The Regional Admin informed the Council members that the group is in the planning stage. The FACE Specialist listed what will be covered in the planning step.
5. SMART Goals.
  - a. Notes: The Regional Admin reviewed what SMART goals are and how SMART goals will aid in creating an Action Plan.
6. November's Recommendation.
  - a. Note: The Regional Admin reviewed November's Recommendation with the Council members. They also reviewed how the Workgroup would create SMART goals for November's recommendation.
  - b. Note: The FACE Specialist reviewed the data from the 2023 Report on Child Care in Cook County by Illinois Action for Children and how the data is represented for Region 1-B-B. The FACE Specialist also discussed how the data aligned with November's Recommendation.
7. Recommendation #2: SMART Goals.
  - a. Note: The FACE Specialist reviewed the Cook County Map from Action for Children.
  - b. Note: The Council members shared their experience and knowledge as they interacted with Action for Children.
  - c. Note: The Council members aided in creating goals for November's Recommendation through discussion as the FACE Specialists recorded the information on the Recommendation Google Sheet.
  - d. Note: During this segment, the Regional Admin shared these links throughout the discussion with the Council members.



- i. Child Care Application from Illinois Action for Children.
  - ii. Child Care & Development Block Grant in Illinois.
  - iii. Administration for Children and Families: Guidance on the Child Care and Development Block Grant Act.
  - iv. Child Care Technical Assistance Network: Payment Practices and Timeliness of Payments.
  - v. Illinois Action for Children: Parent Document Submission Portal.
8. Wrap up.
  - a. Note: Due to time constraints, the regional team could not complete the presentation with the Workgroup members. The FACE Specialist informed the Workgroup members that the final review for November's SMART goals will continue in the next Workgroup meeting.
  - b. Note: Guest Speaker (11/30) - Chris Tokarski, Illinois Action for Children, Vice President of Family and Provider Resources. The invite will be sent out to all Council Members.
9. Next Steps.
  - a. Note: The final review of November's Recommendation Smart Goals.
  - b. Note: Updates and a Final review of the Action Plan for this recommendation will be shared with Council Members.