



Spark NH Executive Committee Meeting

Two Delta Drive, Concord, NH

June 13, 2017 from 12:00 – 2:00 pm

Meeting Summary

Attendance: Erin Boylan, Katie Brissette, Jackie Cowell (by phone), Ruth Littlefield, Laura Milliken, and Debra Nelson.

Minutes Recorder: Katie Brissette

1. Review May Executive Committee Meeting Summary

Consensus was reached to approve the summary.

2. Spark NH Budget

There is a current hole in the budget of about \$25,000 for 2017. Spark NH did not receive the \$25,000 request to the HNH Foundation. HNH invited Spark to apply for an operating grant but didn't feel it was the right fit. We have not yet heard from the New Hampshire Charitable Foundation about our operating grant request. Laura is planning to follow up with Christina. It was suggested that the Funding and Sustainability Task Force be reconvened.

3. Spark NH Membership and Officers

Laura spoke with Bruce Mallory about filling the vacant NH College and University Council seat but he is unable to join at this time. Mike Vlacich is the newly appointed President and CEO of the NHCUC and would make a great addition to the Council. Scott Spradling and Tom Raffio might be helpful with the outreach to him. Dr. Ardur Olson is joining the Council as the representative of the NH Pediatric Society. The Executive Committee will recommend a Senator representative to sit on the Council. Council officers will be up for renewal this fall. Debra Nelson is willing to be chair for another year and Erin Boylan is willing to be vice-chair.

4. Strategic Planning and Staff Work Plan

The process is taking a little longer than expected. Most committees are nearly done and new workplan will likely start in September. The Framework for Action is a roadmap for the State. The Spark NH Strategic Plan is for the Council and committees and the Staff Work Plan is for the staff. The Committee discussed where in the strategic plan the state-level system coordination of state infrastructure would fit. Laura will highlight past work (in the state strategic plan for EC) on systems building at the state level for our next meeting.

5. June Council Meeting Agenda

The June Council meeting agenda was reviewed and finalized. It will include a presentation on the Data Visualization Tools by Laura and a member presentation by Erica Ungarelli. An asterisk will be added to the items on the agenda that call for consensus so everyone will know ahead of time which items will be finalized.

6. Director Evaluation Form Follow Up

Debra shared the summary of discussion and decisions from the director evaluation. The Executive Committee will have a common understanding of the form ratings before the next evaluation in January.

7. Family Engagement Meeting Debrief and Follow Up

Laura will do a quick update in her Director's Report and more updates will happen at the August meeting. Laura will send around the notes from the meeting once they are finalized with Peggy. There was some discussion about the comment that came up at the Family Engagement Meeting about members of the public. We will make an effort to greet members of the public in the beginning of the meeting and inform them about our process. They will also be invited to read materials ahead of time and reach out to Council members with questions or comments.

8. MOU with MIECHV

Laura met with folks at Public Health Services who are running MIECHV. They are interested in partnering with Spark NH. There may be opportunities to connect them to the Early Childhood Regional Initiatives. An MOU for this partnership was reviewed and discussed. The Committee supported this collaboration and came to consensus to enter into this MOU with MIECHV.

9. Task Force on Early Identification of Developmental Issues Report

The taskforce was a good opportunity to shine a light on the gaps. A report was submitted by Tessa McDonnell which will be shared with the Council.

10. Update on ESSA Task Force

The State plan only includes what's required and does not mention early childhood. DOE may be putting together a toolkit for school districts who want to use title funds to pay for early childhood in their schools. Jane Waterhouse, Christina MacDonald, Ruth Littlefield, Debra Nelson, and Laura Milliken will be working on this.

11. Update on Pyramid Model

The State team continues to meet and make progress. They drafted a vision and mission, completed the benchmarks of quality tool, and began to draft an action plan. A system needs to be developed before implementation can happen. The grant through the Endowment for Health is up at the end of September.

12. Vroom Update

Early Learning NH is submitting a grant to Bezos by the end of June for the Vroom Coordinator. Early Childhood Regional Initiatives have done a lot of work to roll out Vroom to families in their areas. One example is Carroll County's radio ads that really took off and continue to be mentioned on air. The Coordinator will help track and promote Vroom systematically.

13. Other

Laura has been working to promote early childhood prevention within the substance misuse sector. She was invited to be a part of the NH Prevention Task Force.

The committee came to consensus to adjourn. The next meeting is Tuesday, July 11 from 12 – 2 pm.