



**Spark NH Executive Committee Meeting**  
Two Delta Drive, Concord, NH  
September 12, 2017 from 10:30 am – 12:30 pm  
Meeting Summary

**Attendance:** Erin Boylan, Katie Brissette, Jackie Cowell, Laura Milliken, and Debra Nelson.

**Minutes Recorder:** Katie Brissette

**1. August Council Meeting**

The meeting went well. There wasn't a quorum so calls for consensus will have to be made at the next meeting for two agenda items: meeting summary and Family Engagement Strategies. Kristin Booth's presentation was good.

**2. Review July Executive Committee Meeting Summary**

There were a few edits made to the meeting summary. The committee reached consensus to approve the summary as amended. Debra will review the draft before it goes to the Committee.

**3. Spark NH Budget**

A grant submitted to the Endowment for Health for \$10,000 to put on an event highlighting the Framework for Action was approved. The Policy Committee will oversee the planning of the event. We are waiting to hear back about an operating grant to the NH Charitable Foundation for \$25,000. Project LAUNCH funds are expected to go through G&C this month.

**4. Spark NH Membership and Officers**

The current slate of officers is willing to serve for a full 2 year term. The Nomination Committee will present the slate of officers and call for new nominations at the October Council meeting. A call for consensus will take place at the December meeting. Dr. Ardis Olson is the new representative of the NH Pediatric Society and will be attending the next meeting. Mike Vlacich, President and CEO at NH College and University Council is joining the Council starting in October. Laura is trying to schedule an orientation with him. Christina Lachance will also be joining in October. Laura will reach out to Sen. Jeb Bradley to set up a meeting about him joining the Council.

**5. Strategic Planning**

Most of the committees have submitted plans. The Evaluation Committee is reviewing them and making comments. These are one year work plans with five year goals and they will begin in the fall.

**6. October Council Meeting Agenda**

The October Council Meeting agenda was drafted. Claudia Ferber will be asked to do the member presentation. If she's unable to we could ask Ruth to present on SPDG (State Personnel Development Grant) that her department received. Family Engagement will remain on the agenda so the Council can call for consensus on the proposed strategies. Karen Horsch will present on the Committee Survey Results. Jackie as the representative of the Nominating Committee will present a proposed slate of officers.

**7. Report to Governor**

The report is due October 1. Laura will send a draft to the committee soon.

**8. Update on Pyramid Model**

NH Department of Education was awarded the SPDG grant of \$770,000 per year for five years. Funding will support paid State Leadership Team facilitation, training, convening coaches, and stipends for sites. Work groups of the State Leadership Team have been created. Up to four Community of Practice member organizations will participate in the community level Pyramid Model Readiness project. Funding is available for facilitators and technical assistance. The Process Coach model NH will utilize and the "Community" Pyramid Model may be examples for other states.

**9. Update on Vroom**

The grant to the Bezos Family Foundation has not been submitted yet. COP members built Vroom into their work and have reported great progress. There is a need to coordinate regional efforts across the state. Child Care Aware and Family Support NH are coordinating their work.

**10. Other**

- There may be another Preschool Development Grant opportunity. Debra will connect with Ruth Littlefield and Jane Waterhouse and then reach out to Heather Gage. Spark NH will help coordinate efforts once the state decides to move forward with the application, if a Funding Opportunity Announcement is released, and the Endowment for Health could help support a grant writer.
- There will be an Early Childhood Symposium for Law Enforcement on November 8. Spark NH is partnering with the Department of Corrections and the Department of Safety to put on this event for officers, chiefs of police and staff.

Consensus to adjourn was reached.

**Next Meeting: October 10 from 12:00 pm – 2:00 pm**