

**Early Childhood Investment Corporation
Executive Committee Minutes
May 10, 2006**

ATTENDEES

Board Members Present: Ismael Ahmed, Susan Broman, Robert Kelch, Marvin H. McKinney, Hubert Price, Larry Schweinhart, Marianne Udow, Sally Vaughn
Conference call member participant(s): Debbie Dingell

Absent: Stephen Ewing, Pam Faris, Mike Flanagan, Jean Stewart.

Staff: Judy Samelson, Mike Foley, Joan Blough, Cherie Ross-Barber, Theresa Cross, Nancy \ Willyard, Cheryl Thompson, Kathi Pioszak.

Public: Betsy Spiker, Stephanie Hawkins, Darlene Zimny, Donnie Lackie, Kathleen Lynd, Alicia Williams, Betty Tableman, Lynne Martinez, Joan Firestone, Susan Allen, Vicki Markavitch, Norma Epinger, Lindy Buch, J. Mark Sullivan, Deborah Campbell, Patricia Raymond, Leila Harrier, Linda Herbert.

I. CALL TO ORDER

The meeting was called to order by Chairman Marvin H. McKinney at 1:23pm.

II. OAKLAND COUNTY WELCOME AND GREAT START COLLABORATION

- A. Welcome- Dr. Vicki Markavitch, Superintendent, Oakland County Schools (5 Minutes)
- B. Presentation- Great Start Collaboration- Oakland County Schools (Joan Firestone, Donna Lackie, Darlene Zimny)

III. APPROVAL OF MINUTES:

- A. February 1, 2006
- B. March 30, 2006
- C. April 3, 2006

MOTION BY: Marianne Udow, seconded by Susan Broman, to approve the Minutes of February 1, 2006; March 30, 2006; and April 3, 2006.

MOTION CARRIED.

IV. REPORT OF CHIEF OPERATING OFFICER:

- A. Budget Update: The Executive Committee was provided with a year-to-date expenditure. Mr. Foley provided a brief overview of the various funding sources and explained that now that the major contracts have been approved, funds for the contracted services and Great Start expenditures will start to be expended. Discussion on the projected fund balance for the fiscal year took place and staff was encouraged to analyze this issue.
- B. New TA: Introduction of Cherie Ross-Barber
Cherie was introduced to the members present and her background and experience highlighted. Cherie will be focusing on providing technical assistance for parent support networking.

C. Update on status of Great Start Collaborative and Capacity Building Grants:

- Pre-contract site visits have been made to all communities to discuss expectations, answer questions and to describe the ways in which ECIC will support local efforts.
- Contracts have been circulated, and budgets have been submitted, reviewed and approved.
- An ad-hoc workgroup has been working with Joan to finalize the Local Early Childhood System assessment.
- Collaborative partners have provided feedback.
- The final version will be ready for distribution by mid May.
- The local systems assessment will be a core piece of the work during the first year of the Great Start Collaborative efforts.
- ECIC has conducted two full-day technical assistance days for Great Start Collaborative Communities with two more in the planning stages.

D. Completed:

- Community Assessment and Evaluations; Issues and strategies related to meaningful community collaboration.

E. In Process-Framing the message on Early Childhood

- We are attending to the issues of diversity in Great Start Program operations.

F. Other Contracts:

- Professional Development:
 - Contracts for both providers have been finalized
 - Currently completing a competitive bid for evaluation of both processes related to two contractors and content quality and provider satisfaction of the training and professional development being offered.
- Resource and Referral:
 - Contracts are signed and services are being provided statewide
- Workforce Study:
 - Contract has been signed and efforts to assess childcare workforce issues have begun.
 - Contractor has addressed the diversity issues raised by the Executive Committee at the February 1st meeting.

G. Legislative and Public Policy Issues:

- Mr. Foley reported on the status of the ECIC appropriation in the School Aid budget. Notes on the matter are contained in the Operations Report in the Board book.
- The Children's Caucus of the legislature has invited the ECIC to present to the full Caucus. Judy Samelson (new CEO of the ECIC) will take the lead in making the presentation. Executive Committee members Sally Vaughn and Susan Broman will attend along with ECIC staff.

V. COMMITTEE REPORTS

- A. Program and Policy Committee: The Program and Policy Committee met on April 11th. The meeting was well attended and afforded the group an opportunity to continue the discussions on how the Committee will best fit with the work of the ECIC. Discussion touched on the following:

- Review of ECIC Mission and its relationship to the work of the Program and Policy Committee
- Best use of the Committee as currently structured.
- The Committee is currently looking at options for developing a structure that will assure the ECIC benefits from the expertise of its members. Options may include recommendations to redefine the Committee's purpose and possibly divide the Committee's responsibilities into two or more committees. Finally, consideration was given to recommending workgroups that align with the component parts of the comprehensive approach to early childhood. The workgroups would be connected to ECIC staff work and would be outside the ECIC committee structure.

B. CEO Search Committee Report:

- At a meeting of the ECIC Executive Committee on April 3, 2006, the ECIC unanimously passed a motion to appoint Judy Y. Samelson as Chief Executive Officer of the Early Childhood Investment Corporation.
- As Ms. Samelson's resume indicates, she brings a wide breadth of experience and expertise to the ECIC that fit nicely with the Corporation's needs, including experience in program development and work at the national level. She understands and has expertise in developing targeted messages that resonate with the various audiences with whom we need to communicate. The Search Committee was impressed with Ms. Samelson's passion and commitment to children and family issues and her thoughts on how to move ECIC forward as the recognized leader on early childhood issues in Michigan.
- The Search Committee thanked the Executive Committee and ECIC staff for all the efforts involved in developing and acting on the process that ultimately led to the CEO decision.
- Upon completion of the Chair's report, Ms. Samelson stated that she was honored to have been selected as CEO and to be part of such an important initiative for the state of Michigan. She will be seeking out opportunities to meet individually with the Executive Committee members and other leaders in the early childhood network.

Other ECIC Staffing Needs:

- In assessing the full complement of staff strengths and expertise, the Search Committee has made a recommendation that the ECIC develop a working relationship with Rossi Ray-Taylor to assist the Corporation on issues of community engagement and diversity.
- At the April 3, 2006 meeting of the ECIC Executive Committee, a motion was passed unanimously to explore the possibility of a consulting relationship with Rossi Ray-Taylor to address issues of diversity and community engagement. Discussions are underway on this matter.

C. Finance Committee – No Report

VI. CHAIRPERSON REPORT

- Included in the materials is a copy of the proposal that ECIC has submitted for consideration by the Kellogg Foundation and which will be discussed further at an upcoming meeting. The proposal has been developed around six primary goals:
 - Goal 1 addresses the ECIC infrastructure issues related to communications, technology, linking research to program efforts, and the development of advisory councils that align with the work of ECIC.
 - Goal 2 focuses on the need to develop a strategic plan for sustainable funding for the work of ECIC.

- Goal 3 places an emphasis on communities and links funding to specific priorities such as services for families in poverty, addressing community capacity building issues and to fund innovative, evidence based approaches to early childhood services.
- Goal 4 focuses on the need to engage a broad range of community representation in shared leadership for support of all families with children 0 to 5 years of age. The goal emphasizes the need to engage a broad range of partners at the local, regional and state levels.
- Goal 5 recognizes the need to consider issues of transitioning from early childhood into the traditional educational system.
- Goal 6 recognizes the need for meaningful evaluation of the work not only proposed in the grant but other efforts of ECIC as well.

- **North Carolina Technical Assistance:** The National Technical Assistance Center of North Carolina Smart Start will be providing technical assistance to Michigan as we move our efforts forward to develop a more comprehensive system for early childhood services in Michigan. The Michigan relationship with this technical assistance began with an all- day meeting on Monday, April 24th. Members of the ECIC Board along with the representatives of the Great Start Collaborative Communities and other stakeholders and advocates participated in a structured discussion with our North Carolina liaison and other Smart Start leadership. Smart Start staff then spent the following day analyzing the information we provided them – both our written comments as well as what came from the discussion. A smaller group then met with them on Wednesday, at which time they provided an outline of areas where they felt their technical assistance and support would be most beneficial. Their two page outline is included. This will be discussed at the Executive Committee meeting.

- **Board Retreat – Sally Vaughn**
Among the observations made in the above-referenced discussions with the National Smart Start Technical Assistance representatives is that ECIC has been launched with so many immediate activities and responsibilities that the Executive Committee has not really had an opportunity to consider strategic planning issues. While much work and planning has taken place around a vision statement, the key functions of ECIC as a state level entity and the components of a comprehensive early childhood system, these pieces were essentially handed to ECIC Executive Committee. Both the Smart Start TA representatives and ECIC Executive Committee members noted these circumstances and the need to provide the Executive Committee an opportunity to consider the extent to which the planning that has taken place aligns with the Executive Committee's view of the proper role of ECIC. We will discuss how we can address these issues at a Board retreat. Sally Vaughn participated in all of the discussions with the Smart Start National Technical Assistance staff and has agreed to lead this discussion.

- **Executive Committee Authority**
In the written report to the Executive Committee, it was noted that, as ECIC continues the efforts to become more fully operational, there will be a variety of decisions to be made on issues such as personnel, the plans to move the operations from the Grand Tower, significant equipment purchases, and contractual relationships. While many of these decisions should involve Executive Committee oversight, it would not always be possible to delay decision making until the next scheduled Executive Committee. Mr. McKinney proposed the creation of Committee of the Executive Committee to address these issues. The Executive Committee agreed with the decision to create such a body.

- **Judy Samelson Initial Workplan (First 4 Months)**

Judy provided the Executive Committee a brief overview of the activities she plans to undertake in the coming months. She described external activities related to community involvement, scheduling meetings with early childhood collaborators. In addition there is a variety of organizational issues to attend to including a work plan and budget for ECIC, working with the Executive Committee to establish a committee structure, planning a retreat, developing resource books for all Executive Committee members, and beginning the discussions on fund development. She discussed working with ECIC staff and addressing organizational issues such as finalizing a benefits policy, developing a calendar of staff work and responsibilities, assessing staffing needs and moving forward with hiring new staff, and working on a process for performance evaluations. Finally she discussed plans to find an office location for ECIC.

VII. PUBLIC COMMENT

- Sharon Peters - Child care development funds are very dear to 0-3; tremendous gains to be made by looking at other states; bipartisanship is a must.

VIII. ADJOURNMENT

MOTION BY: Sally Vaughn, seconded by Marianne Udow, to adjourn at 3:00 p.m.

MOTION CARRIED.