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Office of Early Childhood Parent Cabinet

Meeting Minutes

July 23, 2024

Parent cabinet meeting: 5:25pm -6pm

Virtual on Zoom

Mission: *To build strong connections, listen intentionally, and partner with Connecticut families of young children, communities, and OEC to incorporate the expertise of all parents throughout the early childhood system to ensure family-driven equitable policies and programs.*

Parent cabinet meeting: 5:25pm -6pm

1. Parent Cabinet subcommittee and advisory committee structures updates - Third Sector Consulting -

- a. Discussed with members about Improving subcommittees and external advisory boards within OEC.
- b. Purpose of engagement with OEC, best practices for subcommittees, and deliverables
- c. Parent cabinet members will use request forms, interest forms, and templates to collaborate and share information
- d. Subcommittees to be established within the next year, with goals and meeting cadence to be determined
- e. Parent cabinet subcommittees for governance, data, special needs, community engagement, and access to early childhood services and affordable child care services.
 - i. The Governance Committee will oversee systems operations and ensure bylaws and best practices are followed
 - ii. The Data Committee will measure the impact of the Parent Cabinet and track progress against the logic model
 - iii. Access - including CARE for Kids early start
- f. Changes in the external steering committee and transition process for new members

2. Next steps

- a. Next steps for parent cabinet members, including headshots and bios for website updates
- b. Retreat in September will cover tech setup, parent cabinet overview, and mentorship opportunities



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- c. Updates on mentorship program, including pairing new members with transitioning parent club members
 - d. Mentors will be from each region, including current members, alumni, and recent alumni, to ensure a smooth transition
 - e. Updating member profiles and community events
 - f. Updating membership section on website, sending drafts for review before publishing
- 3. Public Comment - (5:50 pm-6:00 pm) 10 minutes**