Office of Early Childhood Parent Cabinet

Meeting Notes
October 24, 2023
5:15pm - 7:15pm
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.

**Co-Facilitators:** Caitlin M. & Kaitlyn H.

**Welcome**

Welcomed and shared that the Parent cabinet website page is updated with a meeting page where future agendas and minutes will be posted for transparency now that the Parent Cabinet is in statute and holding public meetings. [https://www.ctoec.org/partnerships/parent-cabinet/](https://www.ctoec.org/partnerships/parent-cabinet/)

**Ice breaker poll/ trivia**

- What is your favorite fall scent?

**Parent Cabinet Check-in**

- A Parent Cabinet member needs to step down from her role as a Parent cabinet member due to family schedule and commitment changes.
- PC members shared regional updates:
Shared Kindergarten age information to new immigrant families in Haitian Creole from OEC website. Important for being culturally responsive. Google translate worked well.

- Doing a follow up roundtable with this group – can we get multilingual books?

There will be more coming around a communication plan about new Kindergarten age for families. Also OEC that will be ordering children books around Diversity and inclusion – multilingual books and social emotional for the Parent cabinet members for outreach.

The Nurse-Family Partnership Advisory committee – mainly providers and some parents, Doulas and social worker want to learn more about PC members and Parent Ambassadors. It would be nice if at the state program meetings where all the programs come together they could meet us all or have a presentation on who the Parent Cabinet is and the work we do.

Facilitation training - A Parent cabinet member shared how helpful it was regarding how to facilitate a group and she does not felt nervous about it. She received a book, they went over how to make decision as a group to get consensus, group norms and she facilitated a mini meeting.

**OEC Updates**

- The PC members met, Dave Bechtel, from Cross Sector Consulting who will be helping with an Evaluation Plan for the Parent Cabinet.

**Elevate Follow up**

Jeanne R., OEC

- Jeanne introduced herself as the Elevate – Quality Improvement System program manager and provided an update and overview of Elevate, CT’s Quality Improvement System:
- Elevate is now up and running in CT. Jeanne asked the group if they have heard about Elevate, and if so, what they have heard.
- Talked about Service navigators and the regions they serve. They are a human contact to help guide providers with their elevate program improvement plan, find resources, or any questions they may have.

https://www.ctoec.org/elevate/

- Families will begin to hear more about Elevate by seeing clings in windows/doors and communication on OEC website and 211. The question was asked what this looks like for families when they are looking for child care?
- Next steps: Develop talking points to help spread the word on what Elevate means for families.
  - PC members said a flyer would be helpful – elevator pitch with simple, key points
    - 1 for programs/ 1 for families
  - Possibly connecting what we heard from parent survey /BRP from families to benefits of Elevate to help describe how Elevate will help address the concerns that families had such as safety and quality

Breakout for Parent cabinet members

**Transition & Governance update**  Third Sector Consulting

- Meeting form
  - Updates were shared on the work Third Sector has done since April around Governance structure, Communications and Meeting & data form.
  - Shared the updated and the revised data & tracking form, and the feedback from those PC members who tested out the new form
The new reporting form will be used for October reporting. It will be stored in the PC Teams channel as an excel form and each member will be doing their own invoices.

- The data collected will be used in the future to help prep for PC meetings.
- This new process and form will help build skills as a leader.

- Governance – Third Sector briefly shared update that the new term for PC members will be 2.5 years for future cohorts. They will share at the next meeting the whole update. Ask for PC: to complete survey for how long they can continue serving on Cabinet – either through June 2024 or December 2024.

Next Steps/ Evaluation

- All staff PD – All PC members invited to attend. Guest speaker is Dana Suskind, author of Parent Nation. Virtual link will be shared.
- National Center for Community Based Child Abuse Prevent Parent Advisory group opportunity due by 10/31