

**PIECES Advisory Council
Family Enrichment Center
November 12, 2004**

Present: Chair: Sandy Murphy, Margaret Waybright, Kay Tilton, Margie Hale, Scott McClannahan, Pam Roush, Randy Bridgette, Phil Edwards, Joan Faris, Bill Huebner, Michelle Rollyson, Cathy Jones, Helen Post-Brown, Rashinda Dickerson, Tim Crum
Others Present: Melanie Clark, Joan Skaggs, Kelley Worley, Mary Hayden, Melissa Smith, Deidre Craythorne, Judy Curry , Cheryl Sisson, Karen Duckworth,

Key Points Discussed	Key Decisions Made
<p>Welcome Introductions</p> <p>Approval of Minutes</p>	<p>Kay Tilton introduced Margaret Waybright- Commissioner of WVDHHR. Margaret Waybright gave history with agency (35 years)</p> <p>Bill Huebner made the motion to accept the minutes. Pam Roush seconded the motion. Motion carried.</p>
<p>Public Comment</p> <p>Public Awareness Brochure : Margie Hale/Michelle Rollyson</p> <p>Michelle discussed outline of strategic plan (hand out(s)) Margie discussed the implementation and reports that tool kit should be finished by November 22, 2004 (after comment period). Order form for tool kit and brochure should determine printing needs. Also discussed developing lapel pins with tagline/icon and a “How to educate your Legislature Brochure”</p> <p>Sandy inquired about Kids Count Logo on Brochure and other documents. Margie explained that Kids Count would be the vehicle to get the legislative message out and to advance policy piece. It is a joint effort between PIECES and Kids Count.</p> <p>Kay thanked Margie, Michelle, staff and PIECES PA committee for all their hard work-</p>	<p>No Public Comment.</p> <p>Margie asked Sandy Murphy to attend meeting with Governor Elect to announce PIECES policies . Sandy commented that Manchin endorsed PIECES and work of committee. The meeting will give Sandy the time to discuss having Gov. Elect announce the Advisory Councils’ work as part of State of State .</p> <p>Cathy noted that she is concerned about the word “easy” (& easy steps Brochure) Concerned it is emotionally latent- “Nothing easy about Pre-k”. Council decided “easy” will be stricken from document.</p> <p>Discussed possibility of getting a license plate approved by Legislature (PIECES Logo/tagline etc) Tim Crum to lead this effort. Margie will look into “sticker” for car.</p>

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<p data-bbox="186 235 516 264">Public Awareness Cont.</p> <p data-bbox="186 306 662 449">Sandy inquired about mailing list for brochures/kits etc., who will be on it. Thoughts are: Senior Citizens, grandparents as caregivers-</p> <p data-bbox="186 1293 737 1545">Cathy states that TEE expressed interest to lobby for PIECES/Pre-k . Asked for name suggestions. TEE and Clasp want to come to WV to talk about getting WV national attention. Bill states that the Children’s’ Defense Fund expressed interest in the work being done by PIECES</p>	<p data-bbox="774 270 1333 1142">Scott McClannahan states he will put information in KVSS and newsletter and also suggested the Chamber of Commerce be contacted for a perspective list , Bank One (Sheila), Margie suggested Michael Perry, Pam suggested Pediatric Association. Phil Edwards can present to Pediatric Med. Advisory Board, Children’s’ Coalitions, religious community (Council of Churches) . (Margie, Kay and Cathy’s office to support PA) Must be a collaborative effort. Margie primarily will reach private sector- Council members advised to send info/addresses to Margie- Envelopes will be prepared /distributed at Kids Count- Volunteers welcome- Everyone on PIECES expected to help get tool kits, brochures etc. out to public. Bill discussed making sure that CC United, CAP Directors and HS Association integrate all of this into the work they are already doing. Bill/Becky/Helen will “educate these organizations – to take message forward.</p> <p data-bbox="774 1184 1333 1251">Next Step (3/4 months) : Want visual/vocal presence</p> <p data-bbox="774 1293 1305 1398">Council members should be thinking of a way to get all national organizations to work together.</p> <p data-bbox="774 1440 1333 1545">Sandy Murphy suggested getting in touch with Lloyd Jackson to educate members on how to lobby to get word out.</p> <p data-bbox="774 1587 1305 1654">PIECES approved PA campaign/ Margie will move forward with work.</p>

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<p data-bbox="186 237 716 306">PIECES Organization Resolution Follow Up : Sandy Murphy</p> <p data-bbox="186 344 737 558">Sandy gave overview of resolution: Because members decided to meet every two months there is currently no real mechanism to give Chair input, move initiatives forward and to position PIECES with the next administration.</p> <p data-bbox="186 638 748 814">Note: Council misses Ann’s presence- stated that Ann is an amazing women and that she is in everyone’s thoughts and prayers. Council appreciates all of her hard work!!!</p>	<p data-bbox="824 344 1333 634">Solution proposed: Create and use an executive committee. Names chosen by chair based on TA committee recommendations: Kay Tilton, Cathy Jones, Tim Crum, Bill Huebner, Joan Faris, Phil Edwards, Margie Hale, Pam Roush, Randy Bridgette, Helen Post-Brown</p> <p data-bbox="776 674 1328 963">Executive Committee Particularly Charged with: Giving Chair input/action between meetings, move initiatives forward and to position PIECES with the next administration. Big Policy changes are to be taken to PIECES Council for approval but otherwise executive committee can make decisions on council’s behalf.</p> <ol data-bbox="776 1003 1328 1766" style="list-style-type: none"> <li data-bbox="776 1003 1328 1146">1. Executive Committee to meet with Lloyd Jackson (to educate PIECES and committee on how to legislate on PIECES behalf) Codify Council <li data-bbox="776 1186 1328 1367">2. The WVDHHR Commissioner and SI should be informed between meetings - make sure they get the information first... Dr. Marple to be included at Cathy Jones request. <li data-bbox="776 1407 1328 1766">3. Send a report to the Manchin administration on what PIECES is doing and letting him know Council was not involved in providing input/expertise into the Early Care and Education report/master plan that the Gov. Cabinet putting together. (Tim Crum sent report to Kay who forwarded it to members) Council concerned that a systematic buy in will occur with out PIECES input

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	<p>4. Ann Nutt is the Secretary to Executive Committee (Melanie Clark to fill in while on medical leave)</p> <p>5. TA Committee name changed officially to “Pre-K TA Team”</p> <p>Advisory Council approves executive committee move forward as submitted (unanimous). Note that Big Policy changes must be submitted to PIECES for approval, otherwise executive committee has authority to make decisions. Sandy wants a meeting called in next two weeks.</p>
<p>Ongoing Committee Work: Kay Tilton</p> <p>Melanie gave an overview of ECERS-R Cadre and why it needs to go to the QI committee: need a broader group of people to work on implementation for Pre-k .</p> <p>Collaboration Committee: Bill Huebner informed council that WV Pre-k team is doing most of collaboration work . They do not have a task to work on. Bill requested if Council does not have new charge to disband committee. Kay suggested working with Transition Steering Team. Pam Roush gave description of charge.</p>	<p>Helen Post Brown made a motion to assign ECERS-R Cadre charge to QI</p> <p>Joan Faris seconded motion. Motion carried.</p> <p>Council decided that it would be more efficient for Collaboration committee members who were interested should join the Transition Steering Team. Bill Huebner was asked to send out an email to the Collaboration Committee thanking them for their participation and letting them know if they are interested that they can join Transition Steering Team. Collaboration Committee officially disbanded.</p>
<p>Professional Development Committee Report/Power Point Presentation: Melanie Clark/Judy Curry</p> <p>Charge: Career Pathway and Articulation .</p>	

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<p>3 Priorities Identified: CC/CK revised Articulation WV Trainer Approval System</p> <p>Note: Ann commended on all her hard work regarding the Professional Development Committee, specifically the CK/CC.</p> <p>Articulation: Judy gave Overview of work thus far. A fund was established to hire a professional to guide the work of committee. Initiative is called “Careers in Education”</p> <p>Trainer Approval Levels : Melanie gave overview and handout of the proposed changes.</p>	<p>CK/CC: Implement in Jan. 2005. Committee needs to discuss with Beth Hall the possible need to promulgate Licensing (appendix has old CC). May need to have appendix removed . Will have to ask for change by May 05 to go to Jan. 06 session.</p> <p>Cathy: proposed to use the term “Professional Development vs. Training where appropriate.</p> <p>Sandy proposed to put the PIECES tagline/logo on CK/CC.</p> <p>CK/CC accepted with Logo and above recommendations. Cathy made motion to accept. Helen seconded motion. Motion carried.</p> <p>Margie inquired if Articulation required Legislation: Judy stated that everyone is working together and there is a lot of buy in- not sure legislation will be needed.</p> <p>Pam Roush inquired if Special Education was involved. Cathy reiterated that Mary Jo Graham and Cheryl (Concord) generally represent special needs. Pam recommended that committee review New Mexico Model’s special education piece. Judy will take recommendation to Norma and Cathy D’ Antoni.</p> <p>Phil Edwards made a motion to accept changes as submitted. Bill seconded motioned. Motioned carried with implementation set for Jan 2005.</p>
<p>WV Pre-K Update : Cathy Jones Cathy states that 2 county plans were not approved. One county was not affected by</p>	<p>Cathy requested that PIECES change the county plan due date as both school system</p>

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<p>the decision because only serves Special Needs.</p> <p>Cathy states that the goal is to design something to provide financial guidelines to counties. Classroom investments vary from collaboration to collaboration.</p> <p>Kay asked the minutes to reflect appreciation for Cathy’s ongoing support of the partnerships</p>	<p>programs and Head Start are having trouble meeting Jan. deadline. This does not require further authority as it is not in the law. Motion accepted. New deadline for 05 is Feb. 28th</p>
<p>Other: Tim Crum inquired about the Citizens Advisory Council and its relationship to PIECES. Council not currently asked to work on Agenda and support issues surrounding ECE. Only was asked to share its vision, success etc. by Cathy, Bill and Kay. Phil Edwards stated that he was on one of the work groups (School Based Health). He states that a report was written but embargoed because the whole report was not finished. There appears to be a duplication of work in the area of ECE and Health. Tim Crum is very concerned that this group is not involved, the rest of the Council concurred as the agenda being built is one that covers B-21.</p> <p>Kay also brought to the attention of the Council about the MU/Kids Count/United Way Economic Study and that PIECES should be involved.</p> <p>Margie made announcement that Kids Count Book will now be distributed online only. Report will be ready in January.</p> <p>Cathy requested that Susan Hubbard WVEA fulfill role of WVEA Representative on Council</p>	<p>Tim Crum has a copy of the report and will send to Kay for distribution as this report will be what guides the Governor Elect. (Master Plan) Council concerned that there will be systematic buy in with out PIECES Input (Re: ECE Professionals). This reinforces the need for executive committee, who will be responsible for contacting Governor Elect about concern. Decided an Executive Committee meeting needed in a week in response to this report/plan. Will be responsible to bring attention to Gov. Elect that PIECES is poised to be group to support ECE.</p> <p>Tim proposed that there needs to be legislation to codify PIECES- Executive Committee to discuss and bring back to council.</p> <p>Executive Committee to follow up with this.</p> <p>Margie asked to put Invest Wisely on Report. Margie agreed.</p> <p>Council agreed. Consensus established. No one opposed. Cathy will contact Susan Hubbard for interest.</p>

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Next Meeting and Agenda	<ul style="list-style-type: none">• January 14, 2005• Regulations and Standards Input on Licensing• Transition Steering Team Web Based Overview• Rest of Agenda TBD by Executive Committee in the interim