New Orleans Early Education Network (NOEEN) Steering Committee
Special Meeting Minutes for December 7th, 2022
2nd Floor, Docville Farm, 5124 E St Bernard Hwy, Violet, LA 70092, USA

Committee Members in Attendance: Keith Liederman, Jen Roberts, Kristi Givens, Dr. Fateama Fulmore, Anna Williamson, Rebecca Latham, Derrick Toups, Joy Mitchell, Kate Mehok, Rochelle Wilcox, Dr. Maureen Nicol, Melanie Richardson, Emily Wolff, Thelma French

Committee Members Absent: Maria Blanco, Dr. Shayla Guidry Hilaire, Dr. Holly Bell

I. **Call to Order - K. Liederman**
   a. Meeting was called to order at 12:08 p.m.
II. **Roll Call - K. Liederman**
III. **Coordinated Enrollment & Coordinated Funding Request Subcommittee Report - R. Latham**
   a. R. Latham presented on the Coordinated Enrollment plan timeline, subcommittee draft and planning processes, family engagement session, and program partner feedback.
   b. D. Toups clarified that the deadline represented in the slide deck is incorrect. The extension deadline to submit is Friday, December 9th.
   c. K. Mehok offered that the Coordinated Enrollment & Coordinated Funding Request Subcommittee offered substantial feedback.
   d. **Action Item: Coordinated Enrollment Plan Approval**
      i. No public comment was made on the action item.
      ii. On the motion of J. Roberts, seconded by K. Liederman, the motion to approve the draft of the Coordinated Enrollment plan passed.
IV. **Membership Update - D. Toups**
   a. E. Wolff announced her departure from the Office of Youth and Families and the NOEEN Steering Committee.
   b. **Action Item: Steering Committee Member Nomination**
      i. D. Toups presented the nomination of Asya Howlette as the City of New Orleans representative on the Steering Committee and opened discussion on the nomination.
      ii. On the motion of K. Mehok, seconded by K. Givens, the motion to confirm A. Howlette passed.
V. **Adjournment - K. Liederman**
   a. The meeting adjourned at 12:26 p.m.