New Orleans Early Education Network (NOEEN) Steering Committee
Meeting Minutes for January 18th, 2023
NOLA-PS Central Office Board Room (Suite 1050), 2401 Westbend Parkway

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Steering Committee Members in Attendance: Maria Blanco, Vanessa Chavis, Thelma French (Chair), Dr. Fateama Fulmore, Kristi Givens, Dr. Shayla Guidry Hilaire, Asya Howlette - Jack Shaevitz as Proxy, Rebecca Latham, Dr. Keith Liederman (Past Chair), Kate Mehok, Joy Mitchell, Dr. Maureen Nicol, Melanie Richardson, Jen Roberts, Derrick Toups, Rochelle Wilcox, Anna Williamsom

Steering Committee Members Absent: Dr. Holly Bell

GENERAL ASSEMBLY

I. **CALL TO ORDER**
   - **a.** At 1:32 a.m., T. French called the meeting to order.

II. **ROLL CALL**
   - **a.** T. French conducted roll call.

III. **ADOPTION OF PREVIOUS MINUTES**
   - **a.** On the motion of J. Roberts, seconded by R. Wilcox, with no public comment, the Committee approved the minutes from 11/9/22.
   - **b.** On the motion of R. Wilcox, seconded by J. Mitchell, with no public comment, the Committee approved the minutes from 11/30/22.
   - **c.** On the motion of K. Givens, seconded by J. Mitchell, with no public comment, the Committee approved the minutes from 12/7/22.

IV. **OTHER NOEEN PROGRAM UPDATES**
   - **a.** Allison Cohen provided general NOEEN programming updates including February 1 Child Count and timeline for data collection.

V. **READY START NETWORK UPDATES**
   - **a.** D. Toups provided an update about the millage and capacity building updates, including workforce, expansion, enrollment, wraparounds, and accountability.
     - i. T. French commented on a need for a starting point related to talent pool establishment.
   - **b.** Additional updates included ECHO facilities fund grant status.

VI. **COORDINATED OBSERVATIONS & SUPPORT UPDATES**
   - **a.** Emily Madeira gave updates on coordinated observations with CLASS, including observation completion rates, classroom configuration collection, staffing increase.
     - i. R. Wilcox asked how many observers were staffed previously and what is the process when classrooms are not observed.
     - ii. M. Richardson asked if rationale was provided for FCCs that opted out.
     - iii. T. French clarified that any site receiving HS funding must have 2 CLASS observations annually.

VII. **COORDINATED ENROLLMENT AND INFORMATION CAMPAIGN UPDATES**

a. Jestin Moorehead provided updates on coordinated enrollment including funding source data
   i. K. Mehok asked if we know why so many (Early) Head Start seats are vacant. T. French indicated staffing has impacted enrollment numbers.
   ii. R. Latham provided additional information regarding the enrollment system.

VIII. COORDINATED FUNDING REQUEST UPDATES

a. Wesley Taylor, R. Latham, and D. Toups provided updates on the coordinated funding request process including a process overview, seat request data, allocation recommendations
   i. R. Latham clarified that NSECD includes three year olds in addition to four year olds.
      1. R. Wilcox asked if the data is for this year, or the upcoming school year.
      2. M. Blanco noted an increase in LA4 to NSECD from current to allocation requests.
   ii. K. Mehok and T. French asked for clarification on authority related to funding decisions if relative to work requirement: does the funding depend on being employed to seeking employment? J. Roberts clarified that fund source impact will be addressed appropriately based on existing funding policy.
   iii. K. Givens asked why we are asking centers to expand if we are not fulfilling the need for centers that are already opened. R. Latham clarified that anticipated enrollment is not matched by available seats. T. French indicated that there are also unmatched needs to meet.

b. R. Latham provided an overview of funding allocation and recommendations for LA4, NSECD, B-3, and City Seats and clarified that supporting documentation to justify requests will be included in the submission to LDOE, and that areas identified as underserved required a lower overall point percentage to increase access, and implications for existing sites with family demand data.
   i. M. Blanco asked if a site is not yet licensed, are we able to ensure that we are placing children in a high-quality program.
   ii. T. French clarified that we need to address any potential policy conflict related to decision-making i.e. observation requirements.
   iii. T. French indicated that discussion of sites not meeting 65% does not match what was presented publicly.

c. Action Item: Vote on 2023-24 Coordinated Funding Request for LA4
   i. On the motion of M. Blanco, seconded by K. Liederman, the Steering Committee approved the 2023-24 Coordinated Funding Request for LA4. Committee members included in the request, Dr. Shayla Guidry Hilaire and Kate Meehok, abstained.

d. Action Item: Vote on 2023-24 Coordinated Funding Request for NSECD
   i. D. Toups proposed an amendment to 498 total seats to correct the omission of Children's Palace South.

ii. On the motion with a second, the Committee approved the 2023-24 Coordinated Funding Request for NSECD. Committee members included in the request, Joy Mitchell and Rochelle Wilcox, abstained.

e. Action Item: Vote on 2023-24 Coordinated Funding Request for B-3

i. On the motion of M. Richardson, seconded by K. Liederman, the Committee approved the 2023-24 Coordinated Funding Request for B-3. Committee members included in the request, Jen Roberts, Joy Mitchell, and Rochelle Wilcox abstained.

f. Action Item: Vote on 2023-24 Coordinated Funding Request for City Seats

i. On the motion of K. Meehok,seconded by K. Liederman ,the Committee approved the 2023-24 Coordinated Funding Request for City Seats to include those centers that are in the process of licensing. Committee members included in the request, Rochelle WIlcox, Marica Blanco, Melanie Richardson, and Jen Roberts abstained.

ii. R. Wilcox recommended that moving forward there be a process in place to address centers in the process of licensing.

iii. T. French adds that we need to consider a continuum for allocation and that the subcommittee address these in upcoming meetings.

IX. **SUBCOMMITTEE REPORTS**

a. Executive Subcommittee

i. Agenda item canceled due to time constraints.

b. Coordinated Enrollment & Coordinated Funding Request Subcommittee Report

i. Agenda item canceled due to time constraints.

c. Family Engagement Subcommittee Report

i. Agenda item canceled due to time constraints.

X. **WORKING GROUP REPORTS**

a. Strategic Planning Working Group Report

i. Agenda item canceled due to time constraints.

XI. **MEMBERSHIP UPDATE**

a. Action Item: Steering Committee Member Nomination

i. On the motion of J.Mitchell, seconded by R. Wilcox, the Committee approved the nomination of Stacey Barquet to the Early Care & Education Parent/Caregiver (At Large) seat on the NOEEN Steering Committee.

b. Action Item: Vice Chair Nomination

i. On the motion of J. Roberts, seconded by K. Mehok, the Committee approved the nomination of Rochelle Wilcox as Vice Chair of the Steering Committee.

XII. ADJOURNMENT: The meeting adjourned at 1:43 p.m.