**MISSISSIPPI SECAC MEETING MINUTES**

**January 6, 2022**

9:30 am-11:15am

Two Museums

222 North Street, Jackson, MS

Recording of meeting available at:

1. **Welcome**

* The meeting started with welcomes and introductions.

1. **Introductions/Roll Call & Approval of Minutes**

* Council Members Present: Chad Allgood, Wendy Bailey, Kelly Butler, Susan Buttross, Jennifer Calvert, Michael Cormack, Stephanie Davidson, Lori Gloyd, Vicki Lowery, Julie Parker, Melissa Parker, Angela Rutherford, Andrea Sanders, Tamara Smith, Linda Southward, Holly Spivey, Nita Thomson, Carey Wright
* Council Members Absent: Dean Bobo, Jill Dent, Travonda Morris, Tina Routh, Candice Taylor
* Also in Attendance: Rebecca Klein, Katie Fisher, and Judy Reidt Parker from Start Early
* Meeting Minutes from the November 4, 2021 SECAC meeting were shared. Angela Rutherford made a motion to approve the minutes. Michael Cormack seconded the motion. All voted to approve the minutes.

1. **Amendments to the SECAC Bylaws**

* The Bylaws committee met on December 16, 2021 to discuss potential amendments to the Bylaws. The proposed amendments to the Bylaws were shared with SECAC. These included: clarifying the purpose of SECAC, specifying the committees​, stating additional ad hoc committees may be established by a majority vote of a quorum, stating the Council by a majority vote of a quorum shall appoint committee chairpersons​, stating the Executive Director may serve, if requested by the committee, as a de facto member of each committee.​ (See Bylaws document for all proposed changes.) ​
* Julie Parker motioned to approve the amendments to the Bylaws as presented. Angela Rutherford seconded the motion. All voted in favor to approve the amendments to the Bylaws.

1. **SECAC Committees**

* The priorities for each committee were reviewed (See SECAC Committee Overview 2022 document). Committee membership was reviewed and a few changes were requested. Dr. Cormack moved to accept the committee structure, Dr. Rutherford seconded the motion. All voted in favor to accept the committee structure. Each committee may designate a chairperson when they meet. Someone from each committee volunteered to be the point person to schedule their committee’s meetings. Committee membership is as follows:
* Workforce Development and Retention
* Tamara Smith\*
* Jennifer Calvert
* Susan Buttross\*
* Lori Gloyd
* Dean Bobo
* Michael Cormack
* Stephanie Davidson
* Kelly Butler (Committee Point Person)
* Julie Parker\*
* Early Intervention
* Candice Taylor
* Julie Parker\* (Committee Point Person)
* Holly Spivey
* Susan Buttross\*
* Tina Routh\*
* Policy, Accountability and Data
* Jill Dent
* Linda Southward
* Holly Spivey (Committee Point Person)
* Angela Rutherford\*
* Carey Wright
* Family Support and Access
* Wendy Bailey
* Vicki Lowry
* Angela Rutherford\* (Committee Point Person)
* Tamara Smith\*
* Tina Routh\*
* By-laws
* Chad Allgood (Committee Point Person)
* Vicki Lowry\*
* Melissa Parker
* To Be Determined
* Travonda Morris
* Nita Thomson

\*= Members on more than one committee

The procedures for committee meetings were discussed (See SECAC Committee Rules and Procedures document). Committee meetings should take place at least once in between SECAC meetings. Public notice of committee meetings should be posted at least two weeks in advance. So the committee point person should let Holly Spivey know three weeks in advance in order to allow sufficient time for it to be posted on the SECAC and public meeting websites. Committees may use the governor’s office Zoom account or an account of a committee member. The Zoom link and information should be posted with the meeting notice. Committees should follow Robert’s Rules of Order. Committees must document meeting attendance and meeting minutes. If a vote is taken, these should be reflected in the minutes. Committee meeting minutes should be shared with the SECAC.

Committee meetings may be scheduled using tools such as Find Time (for Microsoft Outlook users) or Doodle polls. Chad and Holly want to be cc’ed to know when meetings are scheduled and whether they occur.

1. **Asset Mapping Update**

Start Early shared an outline and “mock-up” of the asset map of the MS early childhood system (See January SECAC Meeting PowerPoint slides). The asset map will include a dashboard style summary of the current state of children and families, a system map documenting federal, state, and local (to the extent possible) funding flows to state agencies and programs, a series of program profiles for each of the major early childhood funding streams, a description of the system infrastructure and a summary of public and political will for early childhood. Start Early asked for feedback from the SECAC and input from the members about additional MS specific early childhood initiatives or programs that should also be included. MS Families for Kids, Families as Allies, MS Parent Training and Information Institute, and the MS Coalition for Citizens with Disabilities were noted. The resource map on the MS Thrive website was also highlighted.

Start Early reviewed the plan to engage families and early childhood professionals in the asset mapping process through surveys, focus groups and interviews and asked for SECAC member feedback (See November and January SECAC Meeting PowerPoint slides). Start Early will be partnering with MELA and the CCR&Rs to organize and facilitate them. Start Early will also share the surveys with SECAC members and asked for assistance with disseminating them. SECAC members highlighted the need to ensure that there are enough respondents, that the process is inclusive and representative of families in MS, and that subgroups are illuminated that we don’t usually hear from such as parents of children with special needs, migrant families. Nita Thompson suggested training family advocates (in Head Start) to assist families with completing the surveys. Families trust them.

Start Early explained that the committees will be engaged in the asset mapping process (noted in SECAC Committee Overview 2022) and will follow up with each committee lead. Start Early will share progress to SECAC in March and then the full version in May.

1. **Public Comments**

One person provided public comment in person:

Matt Williams, MS Low Income Child Care Initiative:

“Ok, hello everyone. First of all, thanks so much for letting us comment virtually. The MS Low Income Child Care Initiative shared some written comments. They came from an email from Carol but we will make sure to post them in the appropriate place on the SECAC website. We wanted to do that so we could provide more substantive feedback. Because this comment period time doesn’t really allow us to do that. Let me just say very quickly that at last meeting, 11/4, I urged members of SECAC in your advisory capacity to support eliminating and reversing the policy that single parents are required to comply with child support enforcement division in order to qualify for child care assistance. I reported to you that that requirement based on our work and our research is very harmful. Also, I reported to you that the state of NM recently reversed that policy in a way that MS could do . I also wanted to report to you that since that 11/4 meeting that the MS Low Income Child Care Initiative has worked with the National Conference on State Legislatures to update the most recent national scan on states that require that policy. That research was sent out to a national listserve recently. I want to report to you that based on that new research which I can provide you from the National Conference on State Legislatures that there are now 13 states that require this and since the last time that a national scan was done that 9 states have actually eliminated that policy. So as I said in the 11/4 meeting that this is happening as a national trend because states are recognizing the harmful impact of this policy, and my guess is that list is going to keep decreasing, that more and more of the states will reverse this policy. I would encourage you in your advisory capacity to support changing this policy in MS. Right here, a group here in MS is part of starting this conversation that is going to take off nationally. So I think we need to get ahead of this and be a part of that trend. Thank you for letting me make comments virtually. I really appreciate it.”

1. **Closing Remarks and Adjournment**

The next SECAC meeting will be 3/3/22.

Angela Rutherford and Vicky Lowry made the motion to adjourn. Julie Parker seconded the motion. All voted in favor, and the meeting adjourned at approximately 11:15 am CT.