**OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS**

**Board Meeting Minutes**

Thursday, September 22, 2022 – 1:00 PM

Oklahoma Commission on Children and Youth

2915 N Classen Blvd., Ste 300, Oklahoma City, OK 73106

DRAFT

The agenda was posted at 2915 N Classen Blvd, Oklahoma City, OK 73106 on Wednesday, September 21, 2022, at 1:00 pm.

**Call to Order**

Chairperson Annette Wisk Jacobi called the meeting to order at 1:04pm

**Roll Call and Determination of Quorum**

OPSR staff member Michelle Miller called roll and recorded attendance. Quorum was met.

**Members Present**

Annette Wisk Jacobi, \*Darrell Strong, \*Jennifer King, \*Adrienne Butler, Marny Dunlap, Jacqueline Evans, \*Rita Echelle (left meeting at 1:35 pm), \*Stephanie Roe, \*Gina McPherson, \*Laura Jenks Jones, Kelly Kay, \*Marshall Vogts, Melissa Larimore, \*Joann Carter, Amanda McCabe, \*Jennifer Stepp, Jennifer Pham, Rachel Proper, \*Joyce Marshall, \*Audra Haney, Anthony Stafford, Annie Koppel Van Hanken, Brett Vanderzee, \*Joann Carter, Jennifer Pham, \*Joyce Marshall, Rita, Audra Haney, Brett Vanderzee, Chris Dvorak, Sarah Roberts (left meeting at 2:00 pm), \*Lauren Jenks Jones, Kelly Kay, Anthony Stafford,

**Members Not Present**

Polly Anderson, Samantha Galloway, Brittany Lee, Paula Brown, \*Zoe Campbell, Angie Clayton, Kevin Corbett, \*Nathan Valentine, Hoheke Effiong, Tina Floyd, Vicki Weaver Payne, Tamara Bryan, Karlee Gholson, Curtis Calvin, Jennifer King, Nathan Valentine, Melinda Freundt, Allison Garrett, Joy Hofmeister, \*Tiffany Neill, Brent Kisling, Amanda McCabe, Dr. Jon Pederson, Keith Reed, \*Lori Essary, Carrie Slatton- Hodges, Christin Bolinger, Justin Brown, Angie Clayton, Natalie Currie, Jacqueline Evans, \*Shellie Schlegel, Sada Knowles, Lee Denny, Ryan Walters

**Staff Present**

Carrie Williams, Stephanie Lippert, Vicki Bumpas, Allison Loeffler, Taylor Knooihuizen, Chris Lee, Angela Rodriguez, Adelaide Webb, and Michelle Miller

**Guests Present**

La’Chanda Stephens-Totimeh

 **\* Approval of Minutes**

Chairperson Annette Jacobi presented the board meeting minutes from June 29, 2022.

*OPSR Board Member Dr. Marny Dunlap moved to approve the minutes as written. OPSR Board Member Laura Jenks Jones seconded the motion.* *The majority of members present voted in the* *affirmative except for Marshall Vogts, Rachel Proper, Anthony Stafford, and Annie Koppel Van Hanken who all abstained**.*

**Chairperson Comments**

The Chairperson thanked members for coming to the meeting.

**Approval of OPSR Financial Report**

OPSR Treasurer, Dr. Marny Dunlap, presented the FY22 State Budget to Actual preliminary 6/30/22 financial to the board members. The OKDHS base contract total expense budget is $742,000 with actuals to date of $684,488. The OKDHS Clearinghouse contract total expense budget of $548,700 was fully spent with actuals equal to that amount. The OKDHS base budget has a variance remaining of $58,000, but Dr. Dunlap reported that OPSR expects to spend the remainder of the FY22 budget once all invoices and contracts clear.

*No action required for preliminary budgets*

**OPSR Meeting Dates for 2023**

Chairperson Annette Wisk Jacobi presented the proposed schedule for the 2023 OPSR Partnership Board Meeting dates. Ms. Jacobi reminded board members that quarterly meetings are required by statute. Board members discussed meeting more than quarterly and specifically meeting twice during legislative session. A member asked if a successful Preschool Development Grant (PDG) application would necessitate an additional board meeting. Carrie Williams responded that if it becomes necessary to hold an additional meeting, then a special meeting can be called and scheduled. After discussion, consensus was reached that five meetings be scheduled for 2023 in February, April, June, September, and November with Thursdays set as meeting days. A board member emphasized sending out a calendar invitation with specific dates in those months as soon as possible so members can add the meetings to their 2023 calendars.

*Board Member Annie Koppel Van Hanken made a motion to approve 5 meetings in the months discussed and Joyce Marshall seconded the motion.* *The majority of members voted in the affirmative. There were no abstentions.*

**OCCY Parent Partnership Board**

Chairperson Annette Jacobi presented La’Chanda Stephens-Totimeh as a member of the Oklahoma Commission on Children and Youth (OCCY) Parent Partnership Board (PBB) who will be providing OPSR members with the PPB report. Ms. Stephens-Totimeh reported on the program updates and community involvement activities of OCCY’s PPB. The PPB developed a memorandum of understanding that strengthens parent voice partnership with OCCY, Children’s Trust Fund Alliance, and OPSR. PPB members continue to advise child serving organizations, including the homeless children youth steering committee. PPB offered AETNA feedback and perspective regarding Medicaid services. A PPB member organized a back-to-school event in North Tulsa, distributing more than 300 backpacks to attendees, along with community resources. A PPB member helped organize a recovery and prevention event, and also helped organize a back-to-school community health fair in SE OKC. This event offered community resources, vaccines, and health referrals to participants. Ms.Totimeh announced the upcoming Fatherhood Summit in Tulsa. Four PPB members will attend the Children’s Trust Fund annual meeting in November. PPB members have met with three commissioners, with plans to hold additional meetings.

Chairperson Annette Jacobi emphasized that the PPB is meant to support partners and agencies as they engage parents, families, and communities.

**OPSR and Oklahoma Child Care Resource and Referral Association Transition Update**
Carrie Williams reported that the merger became final June 30th, and OPSR has secured the Resource and Referral contract with OKDHS. Eight resource and referral contracts have been issued for FY23. This year all contracts will remain unchanged, but next year the contracts will be up for bid. Previous Oklahoma Child Care Resource & Referral Association (OCCRRA) staff have transitioned as OPSR staff, and OPSR is fully staffed with 15 staff members. Paula Koos, former OCCRRA Executive Director, was hired as a consultant to help with closing out end-of-year contract requirements and negotiations with OKDHS regarding FY23 resource and referral contracts.

**ARPA Funding Update**

Carrie Williams reported that the American Rescue Plan Act (ARPA) request submitted by OPSR was not funded. Many non-profit organizations received funding, including organizations represented on the OPSR board, including the YMCA. Audra Haney commented that the Potts Family Foundation did receive ARPA funding for family resource centers to address early social emotional needs. The funding will flow through Oklahoma State Department of Health (OSDH).

Designee Gina McPherson shared that the program Scholars for Excellence in Child Care received funds to pay for 100% of national CDA credential, training and assessment, and certificate of mastery program. Ms. McPherson announced that there are close to 1,300 child care providers statewide participating in the program.

The Department of Commerce reported to members that there is an administrative process that organizations must complete to receive the ARPA funds. Once through the process, Department of Commerce will have funds for non-profit relief in areas of food and shelter, homelessness, domestic violence, human trafficking, and behavioral health.

**Oklahoma Clearinghouse for Early Childhood Success**

Carrie Williams gave a Clearinghouse presentation to board members. The presentation gave an overview of the purpose and process of the Clearinghouse. Ms. Williams reminded the board that there are three submission categories: research- based, practice-based, and innovative ideas. Carrie noted that one change in the process for the second round is the implementation committee wanted to see all the proposals, which now means that both implementation and research committees review all submissions. Carrie encouraged board members to visit the Clearinghouse website and announced that the third-round area of focus is healthy environments and relationships. OPSR and OKDHS will meet in December to determine the focus for round four. A board member asked if other state agencies will be involved in the future. Carrie responded that OPSR and OKDHS are holding meetings with other state agencies to discuss Clearinghouse and their involvement.

**Executive Director’s Report**

Carrie Williams reported that OPSR’s state budget has been approved and Oklahoma Partnership for School Readiness Foundation has received private funds to support the transition period for OPSR and OCCRRA. Ms. Williams briefed board members on the Preschool Developmental Grant Birth-Five (PDGB5) opportunity. OPSR did not receive a renewal grant in 2020 but will work with OKDHS to apply for the current PDGB5 funding opportunity. A key difference for this round compared to the previous renewal round is a state agency must be the primary recipient, with a state entity identified by the governor. OKDHS has agreed to be the lead agency for the application, with OPSR serving as the lead entity. OKDHS plans to apply for 12M dollars, per year for three years. The grant application is due November 7th, and OKDHS and OPSR will contract with Foundations for Families for grant writing services. A board member suggested that OPSR engage OCCY’s Parent Partnership Board (PPB) for parent and family engagement to strengthen the application. Carrie responded that OCCY’s PPB will be involved with the PDG effort if the application is funded. Carrie’s Executive Director’s report includes the activities that must be included in the PDG application.

**Public Comment**

There was no public comment.

**Announcements**

Designee Audra Haney announced that Oklahoma Department of Mental Health and Substance Abuse Services (ODMHSAS) received a Health Resources & Services Administration (HRSA) cooperative agreement for an infant and toddler court. Next week, ODMHSAS will launch their infant and early childhood learning collaborative for Infant and Early Childhood Mental Health consultation.

Designee Gina McPherson announced that Oklahoma State Regents for Higher Education will post two openings on shared services. The positions are for a scholar coordinator at Tulsa Community College and a recruiter position in Stillwater.

Designee Laura Jenks Jones announced that Dolly Parton Imagination Library is increasing affiliate partners, with 33 total affiliate counties in just six months. Metropolitan Library Services will lead the Oklahoma County efforts, while Tulsa City County Library will lead the Tulsa County efforts for the program. Currently, Oklahoma State Department of Education (OSDE) is identifying 501(c)(3)s in rural communities to serve as affiliates for rural counties. The goal is to have 77 affiliates in all counties. Ms. Jenk Jones spoke about the Early Learning Inventory, an observational-based early learning assessment. OSDE is expanding this tool to PreK to help inform instruction. Additionally, OSDE hopes to include partnerships beyond the school building to community early learning settings.

Designee Jennifer Stepp shared Oklahoma State’s online program for a bachelor's degree specific to early care providers. Potential students may need scholarships, and they are working with career techs and colleges to recruit potential students.

Annette Jacobi shared information about the upcoming Fatherhood Summit in Tulsa. Ken Canfield, from the National Fatherhood Center will be speaking. Chairperson Jacobi is excited about the fatherhood efforts in Tulsa and wants to continue to support male leadership and fatherhood engagement efforts in early childhood work.

**New Business**

There was no new business.

**Adjournment**

Chairperson Annette Jacobi asked for a motion of adjournment.

*OPSR Board Member Jennifer Stepp made a motion to adjourn, and Joyce Marshall seconded the motion. The meeting adjourned at 2:14 pm*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Carrie Williams, Executive Director, OPSR

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Annette Wisk Jacobi, Chair, OPSR Partnership Board of Directors