



Children and Families Commission

Growing Children... One by One
Campaign for Kids

Planning and Program Development Committee
September 29, 2008 from 12:00 – 1:00 PM

Members in Attendance: Wendy David, Sherri Springer
Staff: Kathi Walker, Steven Thaxton, Bev Korsen, Rick Alford, Liz Ferry

Summary

Item	Discussion/Recommendations
Annual Report	Annual Report and Community Reports were reviewed by committee members. Discussion included: report template, collecting data on the ethnicity of children in the CARES and School Readiness contracts. Recommendation was made to share the community report with community strengthening groups and school district administrators through Supt's Council.
Program Development: <ul style="list-style-type: none"> • Pro Care • Early Childhood Web-Site • Evaluation RFA • WebEx Meeting System 	<p>Pro Care: Staff contacted 11 sites and reported an interest in having early childhood program administration software. Committee members recommended expanding survey, inviting all licensed providers to participate in an online survey to better understand the interest. Survey should be expanded to include security options, e-mail and website capabilities, and communications with parents. Staff will report back at October committee meeting.</p> <p>Early Childhood Web-Site: Staff has met with community partners to review a DRAFT website through a social networking template NING.com. Committee members navigated site, commented on abilities such as event notification, document posting, and hyperlinks. Website is free and is being tested with a small group of community partners to test interest and usage. Staff will report back at October committee meeting.</p> <p>Evaluation: Committee members reviewed a DRAFT scope of work for an Evaluation RFA for consideration at the October 13, 2008 Commission meetings. Members discussed the benefits of taking our evaluation to a higher level. Concerns were expressed about the impact of training and additional contractor responsibilities. SOW will go to Personnel Finance and Evaluation Committees for input before coming to the Commission.</p> <p>WebEx: Committee members agreed to continue meeting via webex. Lessons learned: take care in sending meeting announcements, start meeting 15 minutes prior, and make sure Commissioners have the ability to download software prior to the meeting.</p>
Next meeting scheduled for Monday, October 27, 2008 via WebEx from 12-1 PM.	