



## Arizona Early Childhood Task Force

### **MEETING MINUTES**

**May 11, 2010**  
**9:30 a.m. – 12:30 p.m.**  
**Hilton Garden Inn**

#### **Welcome and Introductions**

Nadine Mathis Basha, Task Force Chairperson, called the meeting to order at 9:30 a.m. and welcomed those in attendance.

#### **Review of Agenda**

Facilitator B. J. Tatro reviewed the agenda with the Task Force.

#### **Finalize System Outcomes/Conditions**

Task Force members reviewed the results of the survey on the draft system outcomes/condition statements that had been posted on the web. Most changes were accepted and requests were made to add some additional statements and/or language in the proposed statements. These will be sent to members prior to the next meeting.

#### **Implications of Task Force Discussions and Decisions**

Rhian Evans Allvin, FTF Executive Director, explained the significance of the work of the Task Force for FTF and the early childhood system. She underscored the importance of delimiting the roles of FTF and clarifying the roles of all system partners. Once completed, Task Force recommendations for FTF priorities will be shared with the Early Childhood Development and Health Board and final priorities will be used to guide decision making and funding decisions.

#### **Potential Roles for FTF**

Task Force members began to review draft FTF role statements, but decided to think more broadly and identify the role of FTF in each of the system outcomes using action words such as provide leadership, convene, advocate, educate, support (fund), etc. A draft document will be prepared and a related survey posted on the web for Task Force and public comment. Identification of indicators will be postponed until roles and priorities are established.

## **Criteria for Setting Priorities**

The next step in the process will be to establish priorities among the FTF roles. The process for doing this will be the subject of the June Task Force meeting. Consultant Karen Ponder will talk more about criteria for setting priorities at that meeting. Ms. Allvin noted that it would be useful to employ a process that allows for a determination of how significant a priority each option is; she suggested that a weighting system might be used. It was noted that there will need to be a discussion of items that do not rise to the top of the priority list—who, if anyone, will be addressing these?

## **Next Steps/Information Needed for the Next Meeting/Meeting Evaluation and Reflection**

Meeting documents will be prepared and posted on the website for review. Comments will be solicited.

Task Force members completed a Meeting Evaluation and Reflections form to help guide planning for the next Task Force meeting.

The next meeting will be June 3 from 9:30 a.m. until 12:30 p.m. at the Hilton Garden Inn. At that meeting, the Task Force will review the results of the web posting, finalize FTF potential roles, and make a decision about the priority setting process.

The Task Force will not meet in July, but will have a final meeting in August. It was requested that the date be determined as soon as possible.

## **Adjourn**

Ms. Basha adjourned the meeting at 12:30 p.m.