

Illinois Early Learning Council Executive Committee
ELC Governance/Membership Workgroup
January 7, 2019, 12:00 – 2:00 PM
Irving Harris Foundation
191 N. Wacker Drive, Suite 1500
Investment Conference Room
Call in: 646-558-8656; Access Code: 781-183-5635

In attendance: Karen Berman, Phyllis Glink, Diane Grigsby Jackson, Dan Harris, Andrea Palmer, Sylvia Puente, Sara Slaughter, Cynthia Tate

On phone: Lynn Burgett, Maria Whelan, Josie Yanguas

Summary

We started the meeting by reviewing the July Membership/Governance ad hoc meeting notes and briefly discussed: staffing models; P-20 funding; and new leadership anticipated at state agencies. We then reviewed our discussion from last meeting on what needs to be in place to make the ELC a fully functioning body: adequate funding for GOECD; funding for staffing and the projects of the ELC; aligning the mission of the ELC with the priorities of state agencies; Membership/Governance recommendations from this ad hoc.

We then shifted to a conversation around ELC Membership, discussing:

- Putting together a job description/what is expected of ELC members
- ELC is not a governing body; the ELC approved the Exec Committee as the decision-making body
 - o Committees and subcommittees vote to move things up to Exec
 - o How to build a diverse pipeline for future members?
- Other considerations for membership
 - o Council should have diversity of level and organization
 - o Consider including the co-chairs from outside early childhood groups (ex. P-20) as members
 - o At what point should you stop serving on the ELC?
 - Retire from your job but stay in the field?
 - Does a member represent the organization or the expertise of the individual?
 - If you leave your position or your term expires, you could be reconsidered
 - o What does “active membership” look like?
 - Participate in x meetings per year to maintain membership?
 - You or a designee can attend
 - All ELC members must sit on a committee – Exec is a committee
 - Need to outline roles and responsibilities = bylaws
 - Reference the Elizabeth Cole “Rules of Engagement” section of the Strategic Framework
 - Expectations will need to be communicated out with all members
 - How to ensure equity (issue with parents and meeting times/locations)
 - o Should the individual or the organization be considered for membership?
 - We discussed the pros/cons of both options
 - Because the individual is Governor approved for the term, the term could be served regardless of job title/organization

- On the other hand, the person was selected because of the agency/sector for whom they work, and a new job might remove key representation from a particular sector
- Bylaws
 - What will people gain from participation? Let them know.
 - Identify goals of each committee annually
 - Connect, for example, early childhood health committee work to the work of the other groups/agencies focusing on health in Illinois
 - Don't forget to include the FAC recommendations about 20% parent representation on the ELC
- Survey to existing members of the ELC
 - Overview of the role of ELC members
 - Categories of membership – are we missing anyone? Give members an opportunity for input
 - Would you like to be reconsidered for membership?
 - If you can't/would not like to re-commit, other ways to engage with the ELC
 - Meetings are open to the public/opportunity to network
 - Can participate in committee or subcommittee
 - Can you make a recommendation for new members?

Next Steps:

- Members of this ad hoc will review the membership list comparison spreadsheet and email Maggie with any names that should be removed
- Maggie will draft bylaws that will be presented at an upcoming Executive Committee meeting
- Maggie will prepare the survey and share it with this ad hoc for feedback and approval