

# INPUT GROUP MEETING MINUTES



Date: 06/07/2024

Time: 10:00-10:30

Location: TEAMS and PV

**Group Agreements/Ground Rules; These are the rules the group will follow to accomplish the set goals during the meeting:**

- Everyone has a chance to share, and their opinion is taken at face value and respected
- Active Listening
- This Meeting is a Safe Space. What is said here stays here, but important info goes to the centers.
- Input Work Group Representatives (from each center) will help make sure the meeting is a safe space when sharing at their center meetings.
- Come with a problem-solving perspective. Bring the concerns with solutions.
- Avoid “group” thinking. Challenge each other’s thoughts, have different perspectives. Think outside the box.
- Have Fun!
- Be Respectful
- Meetings are once a month, on the last Friday of each month at 10am. This way Input Members can share information from the Input meeting.

**Team Members in Attendance: Trish Maitrejean, Melissa Clark, Yoana Martinez, Alicia Harrington, Cindy Hall, and Amber Lease**

Trish – Still needs to meet with Kat to present gathered information from the Input Group Suggestion boxes. Amber Lease will present the info to Kat at the next directors meeting, she is our Director Liaison.

EHS is concerned about the changes being made (post Town Hall meeting) for Summer services. Home visits & play groups in particular. Parents/Guardians have to stay for play groups and siblings can not attend. This is a concern for families; having to find someone to care for the siblings while they are at play group. Also making time for Home Visits when they may not have the schedule for it or care for siblings at that time either. Staff is concerned that Play Groups attendance and Home Visits scheduling will be very difficult, and in some cases, families will be unavailable. Would it be possible to have virtual visits with families?

How exactly do the new EHS staff changes work? How many hours will EHS staff have? How will PTO accumulation work? If they are not working 40hrs/week will they accumulate sick time & PTO the same way as before? How exactly will these changes to EHS staff schedules work?

Present at Preservice (August 22<sup>nd</sup>) get the word out. – Who, What and Why of Input Group. – A presentation. Cindy will speak at Preservice with the whole Input Group Team standing by her side.

Policy Council member joining the team - James Grice, current President of PC, however PC ends in August and Orientation is not until October, the first meeting a PC member could attend would be the November 29<sup>th</sup>, 2024 meeting. Yoana has contact info for James.

Yoana & Amber will work on the website to get the needed information for the SharePoint or Staff Zone (not the main website, so we can keep the info to staff members and not the community) – Meet your Input Group Team –How do you join the team? How to share your concerns, suggestions, and comments? We need to have the electronic submissions sent to an email. The Input Group email as well as another member email to ensure the submissions are being seen and can be presented to the group during meetings. The need to keep the information received anonymous is priority.

Having an email list of staff who would like to have the info that is shareable from the Input Group will be looked into by Amber and potentially added to Staff Zone under an Input Group link. This link will also have the simplified application to join the Input Group and all the info about the current members and what we do.

**Our next meeting is – August 30<sup>th</sup>, 2024 at 10:00 am via TEAMS**

**\*Meeting information needs to be added to the Agency Calendar.**

**\*\*We will have a meeting just before Preservice to go over the Presentation. Purposed date is July 24<sup>th</sup>, that is the first Mandatory Recall day.\*\***