



Coordinating Council for Children, Youth and Families

Meeting Minutes February 25, 2016

5:15 p.m. – 7:20 p.m.
Main Library

Summary

Summary of Conversation Topics

- FY17 Book Bike Program Update
- Progress of Find It Cambridge
- Discussion of the Family Policy Council's role in addressing the opportunity gap

Key Agreements

- Agreement that the Coordinating Council for Children, Youth and Families will be known informally as the Family Policy Council

Next Steps

The group identified the following next steps (or commitments) during the meeting:

| What | Who | By When |
|--|-------------------------------|--|
| Save the proposed meeting schedule for 2015-16 (3 rd Thursday of the month unless otherwise noted): <ul style="list-style-type: none">• March 17, 2016• May 19, 2016 | All KC members and affiliates | |
| Email info on White Ribbon Day events and Early Childhood Director job posting to members of the Council | Nancy Tauber | End of the week |
| Share Early Childhood Director job posting with your respective networks | All KC members and affiliates | March 24, 2016 (closing date of posting) |



Coordinating Council for Children, Youth and Families

Meeting Minutes

February 25, 2016

5:15pm – 7:20 pm

Main Library

Detailed Notes

Present:

Mayor Denise Simmons, Neal Michaels, Rabeya Akther, Tina Alu, Leo Burd, Lace Campbell, Andrea Collymore, Jan Devereux, Mary Gashaw, Michelle Godfrey, Liz Hill, Jack Kiryk, Lori Likis, Michelle Lower, Alanna Mallon, Ben Melancon, Matt Nelson, Rihana Oumer, Mike Payack, Bridget Rodriguez, Ellen Semonoff, Nancy Tauber, Theresa Tirelle

Co-Chairs: *Mayor Simmons and Neal Michaels*

Executive Director: *Nancy Tauber*

Content Manager: *Mike Payack*

Desired Outcomes:

- Shared Understanding of the progress of Find It Cambridge
- Agreement that the Coordinating Council for Children, Youth and Families will be known informally as the Family Policy Council

Socialize, Network and Eat

5:15 pm – 5:31 pm

Call to Order:

5:31 pm – 5:43 pm

- Welcome & Introductions (Mayor Simmons)
 - Mayor Simmons welcomed attendees and started a round of introductions
- Public Comment
 - No public comment
 - Alanna Mallon moved to close public comment
 - Ellen Semonoff second motion
 - Motion carried – public comment closed

- Adoption of Minutes (January 21, 2016 meeting)
 - Michelle Godfrey moved to adopt the minutes for the January 21, 2016 meeting
 - Neal Michaels seconded motion
 - Motion carried - minutes adopted

- Announcements/Updates
 - Ellen Semonoff suggested that the Council vote on recommending funds for the Book Bike in FY17. See below for details:
 - VISION: All children in Cambridge will have access to quality literature to build home libraries for enjoyment and learning outside of the academic year
 - MISSION:
 - The Book Bike supports healthy bodies and healthy minds by visiting many of the Cambridge parks that participate in the Let's Move with Summer Food Program
 - Meeting families in the park for stories and activities, the Book Bike models that reading is fun
 - The program empowers children of all ages to choose their own free book, selected by literacy professionals to encourage reading in summer months. Books include a wide variety of titles, topics and languages
 - The Book Bike connects families to other programs that support summer reading in Cambridge including the local public library
 - FY16 BUDGET: \$13,669.55
 - Distributed 2,600 books last year and had anticipated 1,750
 - Agenda for Children Literacy Initiative covered the additional cost last summer
 - Visited 5 parks for 7 weeks
 - Average of 80 books given away at each park visit
 - Site Coordinator at each site (4 hrs.)
 - 2 Center for Families and Agenda for Children staff at each site (1.5 hrs.)
 - 2 Mayor's Youth Employment students at each site
 - FY17 Request: \$17,739.55
 - \$4070 be added to the contract this year to cover:
 - Additional 850 books (\$3825)
 - Additional activity sets (\$245)
 - The City Manager proposed some funding for the position of Early Childhood Director in response to the Cambridge Early Childhood Task Force's set of recommendations included in the report entitled "Starting Early: Addressing the Achievement and Opportunity Gaps in Cambridge." This will be a shared

- position between School Department and City. The position was posted this week on both the City and CPSD websites
 - Nancy will forward this job posting to KC
- Matt Nelson announced that next Thursday is White Ribbon Day, a day that men and boys are asked to speak up against domestic and gender-based violence
 - Men and boys are invited to publicly take the pledge this Tuesday on the front steps of City Hall
 - Nancy will forward invitation
 - White Ribbon spotlight is illuminating City Hall this week thanks to City Council resolution
- CYC Update
 - CYC trip to DC is next week
 - Members of the CYC thanked members of the Family Policy Council for supporting this trip
- Nancy announced the dates of the remaining 2015-16 Kids' Council Meetings:
 - Thursday March 17, 2016 (344 Broadway)
 - Thursday May 19, 2016 (344 Broadway)

Kids' Council Name Change:

5:43 pm – 5:50 pm

- Nancy Tauber announced that since our last meeting, she has been trying to do a “soft launch” of our new name – Youth and Family Policy Council (formerly Kids' Council)
 - *Including “Youth” in the name makes it confusing because we have a subcommittee called the “Youth Council.” It is challenging to differentiate between the 2 groups*
 - *Youth and Family Policy Council is a very long name and hard to remember. It's also a mouthful to say over and over again*
 - *There is a high likelihood that people will shorten the name, and it could very well be YFPC. Rather than have initials, let's be proactive and shorten the name by subtracting 2 of the 5 words*
 - *While we understand members feel it is important to emphasize the youth, the families we aim to help do have children*
- Include both official and unofficial names on letterhead and other official documents so that people realize they are one in the same
- “Family” is more inclusive name than “Kids' Council”
- Tina Alu moved to change the informal name of the Coordinating Council for Children, Youth and Families from “Youth and Family Policy Council” to “Family Policy Council”
 - Motion seconded by Alanna Mallon
- Motion carried – The Coordinating Council for Children, Youth and Families will be known informally as the Family Policy Council

Find It Presentation:

5:50 pm – 6:28 pm

- Nancy Tauber presented a PowerPoint on progress of Find It Cambridge
 - Nancy provided an overview of the history of the impetus and development of Find It Cambridge
 - Results of survey showed that people wanted info in two ways:
 - Online
 - In person
 - Nancy provided an overview of the features, functions, and usability of the Find It Cambridge website
 - Reviewed various search criteria
 - Translation will be important feature
 - The website will first be available in English and Spanish
 - As a part of this year's budget process, DHSP is requesting funding to hire a Find It Manager to manage the website and ensure that it continues to run smoothly
 - The City received a Google grant for about \$23,000 to support "Find It Finders"
 - Next step is for providers to create their own accounts
 - Provider launch now
 - Providers begin inputting info immediately
 - Surveyed providers about best way City can support providers to input info
 - One suggestion: Provide computer lab time for providers
 - Public launch in September 2016
 - Questions/Comments:
 - What is outreach process to have providers begin entering their program info
 - Word of mouth, communication campaign, flier, through various networks (CET, Healthy Child Task Force, etc.)
 - Suggestions:
 - Big outreach event at Danehy Day in September
 - Put outreach plan in writing
 - Constantly ask ourselves "Who is not in the room and how do we reach them?"
 - Create an "outreach kit" that can be brought to community events.
 - Get this into the hands of the youth, particularly middle-schoolers.
 - Connect with statewide info lines
 - Responsiveness is so important (to be able to use the website efficiently on your smartphone)

- It is two separate outreach efforts
 - Outreach effort to agencies to make sure they are entering their program info
 - Outreach effort to those who will use the website and can benefit from the information
- Can we track volume of users by neighborhood?
 - Users will not be required to register and provide demographic info
- Can we track by search Criteria?
 - Yes, can track metrics on search criteria
 - In which neighborhoods people are searching for programs
 - By cost
 - Program type
- If a question is typed in search box, can the site answer question?
 - There will be google search integration
 - Process is iterative so it will continually improve based on user experience
 - As long as content is included in question, Find It will reach appropriate results

Next Steps:

6:28 pm – 6:45 pm

- Mayor Simmons announced plans to focus on addressing the opportunity gaps by developing policy and coordinating efforts in Cambridge. This is to follow up on the discussion we had at the January meeting when we discussed the College Success Initiative and heard from the CYC members. We will be working on this at the March and May meetings. Focus on CP and Honors classes
 - Mayor Simmons will present document which asked this same question in 1980, written by “The Concerned Black Staff”
 - Check in with the CYC on their past work on this topic
 - CYC has data on this topic
 - There posse groups and workshops for middle-schoolers being organized at CRLS
- How can we organize all of this info and events in such a way that it is useful and accessible to everyone
- What is exact role of this group? What is the goal we want this group to accomplish?
 - CYC last year discussed problems of course selection
- Let’s empower youth on this council to take leadership role around how to address this issue
- First, let’s look at terrain and gather the information

- This topic has come up in Cultural Proficiency Training for all educators in district. CPSD had over 400 people participate
- We will discuss this further at our next meeting

Go to computer classroom to “play” with Find It Cambridge website:

6:44 pm – 7:20 pm

- Mayor Simmons and Nancy Tauber invited attendees to visit the computer lab to try out Find It Cambridge and provide feedback

Adjourn:

7:20 pm

- Meeting adjourned