

**EHSR Council Meeting  
December 12, 2017  
East Hartford Public Library**

1. **Call to Order** – Meeting was called to order at 9:32 a.m.

2. **Roll Call**

**Present:** Nicole Laffin, Brittney Butler, Nicole Lastrina, Effie DiBenedetto, Robin Bucki, Nathan Quesnel, Amanda Garrity, Manny Silva, Jill Brown, Lisa Beauchamp, Marybeth Kuzoian, Veronica Marion

**Absent:** Kim Beaureguard, Roberto Burgos, Sandy Fowler, Timothy Larson, Virginia Thiverge, Jasdeep Singh, Jeanna Regan, Kayla Hernandez, Marcia Leclerc

**Guests and Public Attendees:** Laura Floyd, Kristine Pollard, Donna Tyrrell, Jessica Carrero, Sarah Cabahug

2. **Approval of Minutes for December 14, 2017:** All in Favor; None Opposed; None Abstained

3. **Co-Chair Report**

- A. **Mayor's Report:** Reminder regarding the required OEC tasks of the Council during the EHSRC transition.
- B. **Superintendent Update:** Superintendent Quesnel discussed the EHSRC transition and hiring of a new liaison and grant fiduciary. Those who may be interested in being a part of an interview committee were instructed to email Jessica or the Superintendent.
- C. **Finance Review:** Donna Tyrell clarified the expectations of the providers' monthly reports for timely reimbursement.

4. **Liaison Report**

- A. **Slot Update:** November report on the slot utilization and program demographics. A discussion was had on recording attendance. Attendance is counted as one full day or allocation type. A discussion was had on the various reasons a slot may be lost or go unfilled.
- B. **OEC Updates:** Discussion on reapplication of the EHSR grant due in May 2018. 2017 Grant was shared for review

5. **Quality Component Review:** None

6. **Sub-Committee Reports:** None

7. **Resource Sharing:** None

8. **Next Steps/Adjourn**

- A. **Review of key agreements from meeting:** Council to begin to review grant. Providers to complete all reporting documents and send to Donna.
- B. **Review of dates ahead:** Next EHSR meeting is scheduled for January 9, 2018.

**Adjournment:** Meeting adjourned at 09:55am

Respectfully submitted by, Jessica Carrero, EHSR Co-Chair