Satellite Advisory Committee Meeting Agenda and Minutes

Tuesday, March 15th, 2022
6:00 – 8:00 pm
Zoom meeting link:  
https://us02web.zoom.us/j/82767282954

Present: Tami DuFrane, Nanci Bradley, Tammy Ocampo, Amy Christianson
Absent: Shannon Davis, Abby Abrisham, Jillian Clemens

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<th>1. Welcome</th>
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| 2. Satellite 2022 budget / staffing / RFP: |
| A document was shared that highlights the current Satellite funds and services. Satellite is currently waiting on confirmation that the funds through WECA/WEESSN can be extended throughout the 2023 calendar year. These funds provide accreditation support for 10 providers who are outside of Madison, and also support program improvement efforts for 11 providers in Green County. Reach Dane and Satellite staff are currently receiving monthly stipends throughout this year as supplemental funds. Ana Sanchez’s last day as a bilingual consultant was February 25th, and the position is currently posted. The Request for Proposals (RFP) for the Satellite contract will be posted from the City of Madison sometime in 2022. |

| 3. Purchase of new items for loans to providers – UW-OCCFR funds: |
| Satellite was able to purchase new equipment and materials to loan to providers with mini-grant funds from the UW-Madison Office of Child Care and Family Resources (UW-OCCFR). Items include: children’s armchairs and sofa, wheel & axel kit, 2 classroom tables, village play store, 2 library book displays, and a loose parts kit for toddlers. Satellite is also working on compiling new materials for loan to providers including: sensory processing supports, farm unit, marine life unit, and additional light table materials. |

| 4. Mentoring survey results: |
| Satellite sent out a survey to current and retired providers to ask about their interest in being in a mentoring program. Ten providers responded that they were interested in being a mentor on a variety of topics. Five providers responded that they were interested in being a mentee. Six providers indicated that they were not interested in participating in the mentoring program. Amy is currently working on |
figuring out next steps. Some of the providers who are interested in being mentees speak Spanish, and all of the providers who are interested in being mentors speak English. One idea that was discussed was to have a group mentoring session with interpretation available, and to utilize the shared leadership model that is used with the Sojourn support group. More information will be sent out regarding next steps.

5. Other items:
*Support for Satellite consultants:*
There was a discussion about what types of support are given to Satellite consultants to help with retention. Satellite consultants are currently given a monthly stipend during 2022 and also participate in reflective practice. The committee discussed the importance of having professional staff in the consultant roles to support family child care providers.

*Upcoming events:*
*Week of the Young Child (WYOC) – WECA has virtual events planned (in collaboration with NAEYC) for providers during that week. On April 7th WECA will be hosting a virtual retirement party for Tom Copeland.
*Satellite will be hosting a resource open house evening at the Satellite office on April 13th where providers can pick-up/drop-off equipment and materials.
*Satellite is also planning for a provider appreciation event in May – details are still being confirmed.
*There will be a Program Tour Day (where providers can showcase their programs to families) on June 18th from 9:00 am – 12:00 noon.
*Satellite will host a Parade of Homes (where providers can visit 2 provider programs) on August 3rd.

*New date for November meeting:*
There is a request to move the November committee meeting to Monday, November 14th (instead of Tuesday, November 15th) from 6-8 pm.

*This will be Tami DuFrane’s last Satellite Advisory Committee meeting. Tami’s last day with children in her program is June 9th. She will be moving with her family to Farmington, MN. Thank you Tami for your service on the Satellite Advisory Committee and sending best wishes to you and your family!*

6. Adjourned at 7:15 pm

**Upcoming meeting dates (on Zoom):**
*Tuesday, June 21st – (6-8 pm)
*Tuesday, September 20th – (6-8 pm)
*Tuesday, November 15th – (6-8 pm) – possibly move to Monday, November 14th?