***Maryland SEFEL Pyramid Model Monthly Leadership Meeting***

Date | time Tuesday January 7th, 2020 | 11:30 PM – 1:00 PM |

Location Dix Building, Basement Conference Room, BHA 55 Wade Ave, Catonsville | To Remotely Join: Web-X Invitation in Calendar Invitation and Reminder Email

| *Item* |
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| * Attendance: Phyllis Bontrager, BCPL; Wesley Campbell, AACPS; Margo Candelaria, UMB SSW, Ashley Fehringer, UMB SSW; Janette Guerra, MSDE; Tresa Hanna, MSDE; Kelly Hutter, PRC; Angelique Kane, UMB SSW; Deborah Langer, MSDE; Angie McRae, MCF; Lucia Pugnali, The Lourie Center; D’Lisa Ramsey Worthy, BHS; Melissa Romano, HCPS; Kate Wasserman, UMB SSW; Pam Hamlin, PGCMLS; Jena Smith, MSDE
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| * December Meeting Minutes Reviewed and Ratified
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| * The BOQ from last year were reviewed to see progress. Reviewed BOQs Item # 24-39, including sections covering the following topics: Authority, Priority, and Communication Linkages for the SLT, Family Engagement, Implementation and Demonstration Programs/Sites and Professional Development activities. Please see BOQ document for additional notes and to see markings indicating SLT ratings. Discussion around these indicators resulted in the following potential activities:
* UMB Staff to draft Agency Commitment Letter to be reviewed and approved by SLT members, then sent out for signature to each agency annually (BOQ Items 24-27)
* Discussion around intentional reporting and bi-directional communication of statewide Pyramid Model activities including the Master Cadre and SSIP work with SLT to both integrate and streamline efforts.
* UMB staff to draft a Guidance Document explaining the evolution of the Pyramid Model in Maryland which is decentralized, acknowledging efforts to achieve the essence of each BOQ Item within our state’s existing framework. The intention of this document is to outline the meaning of an “In Place” score within our state, where activities and funds to support the Pyramid Model come from a range of varying sources/settings.
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| * Agency Updates and Closing
	+ MSDE:
		- 4 SSIP County PDGs received funding. Tresa and Cindy will review BOQs for coordination and alignment of efforts
* Next Meeting: Feb. 4th 11:30am-1:00pm at the Dix Building Basement Conference Room
	+ Finish BOQ and prioritize BOQ Items for the action plan
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