



EHS Governance Council Meeting

April 21, 2016

Meeting Agenda

1. **Call To Order / Attendance / Introductions** - Chairperson

Called to order: 12:07

Mandy Potts, Ty Johnson, Katrina Boyle, Jenn Rosendo, Chad Robertson, Tim Garcia, Dale Roth, Juanita Belle, Cecelia Broder, Henry Roman (phone), Rochelle (joined at 1:15)

Agenda for Approval – Chairperson – See Attached

12:09 approved by group

2. **Minutes for Approval** – Chairperson – See Attached

a. **Action** – Approve March Meeting Minutes

12:10 approved by all

3. **Financial Briefing** – ELV Mandy Potts

a. EHS Monthly Financial Review – Mandy Potts – see attached: \$150K left over; all contracts obligated to; certification questions from Dale—Tim answers we're in good shape, but not all on track due to turnover, etc.; 242 courses offered with another 30 teachers pursuing CDA; retention has been challenge, too; Mandy explains a few built in measures to address, such as bonus incentives structured in 6 month periods; next budget app and narrative due May 1; pretty much done with regard to dollars; will be submitted for approval soon;

b. Update on ELV single financial audit (in progress) – Mandy Potts: auditors have been here this week; look at entire ELV, controls, procurement, etc.; learning process on both ends on how to clean up some processes; final audit report likely in June—needed by August 1; strong collaborative approach by Mandy, Tim, and Cheryl; do not expect any difficulties;

4. **Director's Report** – Tim Garcia: program specialist from Region 8 will be joining second part of meeting; Regional Office has been very helpful; bi-weekly calls; told end of last month that we'd be able to access TA as of end of April, but looks up in the air; Self-assessment plan shown to group; on pace for end of April to implement; would like to offer team present opportunity to participate on teams should they wish; This will help put plan together for re-app in July; Ty recommends Board members joining if any team resonates; compilation data will be done Monday, so understand that firm commitment is difficult;

a. EHS Quality Improvement Review – Tim Garcia/Katrina Boykin: warm hand off of duties from Tim; taking assessment data from past year and prioritizing health and safety committee; expect funds to be used by end of July; each specialist continues to work through QIP with each of 32 sites; tracking of progress toward staff credentials continues;

Next Meeting: TBD

CIG – 18 Inverness Place East – Englewood, CO 80112



EHS Governance Council Meeting

April 21, 2016

- b. EHS Family Support Review – Jennifer Garcia Rosendo: as of this morning, 226 children enrolled; counting children dropped within last 30 days = 240; policy council members all seated; first council meeting on May 3; great team; member from that council will participate on this team (likely president); elections on May 3; parents from Garfield county? No, says Jenn, but plan on following up; Garfield continues to be challenging on this front; Michelle hired, and will find rep for Garfield (although we do have a community member); FPAs are at approx. 60%-80%; IFSPs are at 14, or about 6%; goal for next month is waiver for kids not meeting requirements;
- c. EHS Comprehensive Services Review – Ty Johnson: Arapahoe all demo screenings are scheduled; partnering with LaDonna and Havens to support dental and vision screening; multiple partners due to how stretched partners are; Pueblo is all scheduled, huge accomplishments given challenges encountered; ASQ in Pueblo underway; trainings set up 4/26 for internal processes; awaiting confirmation Mesa for screenings, but working with Deonna; goal is June 1; screenings shared to another center in Pueblo—led to diagnosis of eye disease, which will receive treatment; almost all teachers in all counties on schedule to receive CDAs; teaching training happening soon (39 attendees confirmed); Cecelia asks about keeping stories? Ty, yes—working with Carli and others to perhaps keep in records for kids; Juanita reminds us to be sensitive about privacy when broadcasting stories; Dale: do families sometimes take offense? Jenn, we're careful that families understand results—so not just letting pass/fail papers go home, but explaining results;

5. **Training** – Tim Garcia

- a. Governance Leadership and Capacity Screening – See attached Rochelle: org chart should reflect an org structure that reflects how the grant is intended to be run—so it should illustrate how policy council relates to Board;

6. **New Business** – Tim Garcia

- a. Updated Organizational Chart and Job Descriptions – see attached
- b. **Action** - Governance Council Meeting Schedule – approve a change to meeting every other month with understanding that any materials up for review or approval will be shared with council members one month prior to next meeting. 1:05pm approved by all. Next meeting will therefore be held on June 16, 2016.

7. **Old Business** – Tim Garcia

Next Meeting: TBD

CIG – 18 Inverness Place East – Englewood, CO 80112



EHS Governance Council Meeting

April 21, 2016

- a. Dr. Blanca Enriquez, Director of Office Head Start visited 2 ELV Child Care Partnership sites on 3/31/16 (Arapahoe County); Rochelle—much appreciated facilitating the visit; recognized bravery of doing so without being able to check all boxes (because of newness); nice balance of FCC; in 8 state region, ELV is highest enrolled at 240, where the next highest is 72; saw issues at Rising Star, but team understands, and even thinks it was good to see the real deal; pretty bad day for the center, but was put in context later to Dr. Enriquez—all seen as opportunity to get better; Kid’s Castle very impressive, exceptional; “We’re glad you’re here; we need you to be successful;” overall visit was learning lessons;

8. Announcements – Tim Garcia

- a. EHS Supplement awarded to ELV on 3/31/16 in the amount of \$1,845,000

9. Adjournment – Chairperson; adjourned at 2pm

Approved by: DocuSigned by:
Cecilia Broder
Cecilia Broder, Governance Council Co-Chairperson

Approved by: DocuSigned by:
Juanita Belle
Juanita Belle, Governance Council Co-Chairperson

Approved by: DocuSigned by:
Tim E Garcia
Tim Garcia, EHS Director

Next Meeting: TBD

CIG – 18 Inverness Place East – Englewood, CO 80112