



## EHS Governing Board Meeting

October 19, 2016

### Meeting Agenda

1. **Call To Order / Attendance / Introductions** - Chairperson
  - a. Call to order at 12:09pm
    - i. In Attendance: Tim Garcia, Jennifer Garcia-Rosendo, Sue Renner, Katrina Boykin, Kristin Habicht, Mandy Potts, Judy Williams, Jonathan Godes, Jeff Kuhr, Ty Johnson. On the phone: Rebecca Spiridis Absent: Dale Roth, Henry Roman, Laura Hazen, and Rosemarie Allen.
  
2. **Agenda for Approval** – Chairperson – See Attached
  - a. **Action – Vote** Approve October Agenda 12:10pm
    - i. Jonathan Godes moved to approve October's agenda
    - ii. Kristin Habicht second
    - iii. Motion Adopted
  
3. **Minutes for Approval** – Chairperson – See Attached
  - a. **Action – Vote** Approve August meeting minutes
    - i. Jeff Kuhr moved to approve meeting minutes
    - ii. Jonathan Godes second
    - iii. Motion Adopted
  
4. **Financial Briefing** – ELV Mandy Potts
  - a. EHS Monthly Financial Review – Mandy Potts – See attached
    - i. Closing out first 18 months end date October 31, 2016, ELV is right on target to have zero carry over. All allocated funds have been spent.
    - ii. Started second project budget year effective 8/1/2016 through 7/31/2017, ELV has only 2 months of reporting on disbursing funds to date- they are payroll and provider payout at this time.
    - iii. Currently ELV is working towards Non Federal Share – to date there are multiple Grants to support this match. Grants are written to Daniels, Caring for Colorado Foundation, Walton, and partners in all counties are working to build up the funds to meet ELV's match. Approx. \$700k has been met and the other approx. \$90k is in the progress. These funds are a mix of cash, donations, and in-kind.
    - iv. Mandy sent an email that outlines support efforts in all counties. During the meeting Mesa County was shown as an example and each category was discussed.
    - v. Jeff Kuhr requested an average of dollars invested to be broken down by providers and Mandy Potts stated she can produce that.

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### 5. Director's Report – Tim Garcia

- a. Tim Garcia shared that we are 70% to goal of qualifying teachers per EHS standards. In Arapahoe County our partner Creative Learning Academy had an allegation of abuse pressed upon them and investigations from both Licensing and Human Services found the allegations to be unfounded and closed case. Tim Garcia shared the supportive strategy to assist this partner will include more coaching and mentoring around building healthy relationships and communications with the families they serve as well as reviewing reporting processes with the leadership team at the center. In Garfield County we celebrated one of our Quality Child Care Partnership site, a Family Child Care Home (FCCH), earning their Colorado Shines level 5 (the highest you can earn on their rating scale). They are only 1 of 2 FCCH in the state with the highest rating, Rebecca Fuller. Health and Safety training is happening in all four counties and teams are being creative in meeting the needs in each of their counties in very autonomous ways. Some counties are holding Health and Safety Fairs/Community Engagements and others are holding them per site. Pueblo team will be relocating from The Pueblo Community College and Council building to the Wells Fargo Building in Pueblo, this move is advantageous due to dollars saved, space gain, and our new proximity to the Department of Human Services and CCCAP. New Early Head Start Standards were released (please visit for more information <https://eclkc.ohs.acf.hhs.gov/policy/45-cfr-chap-xiii>). We will begin our self-assessment in December 2016 and will be reaching out for community support as was so in the past.
- b. EHS Quality Improvement Review – Katrina Boykin
  - i. Professional Development – 132 classes have been taken
    1. 85 in Mesa, 14 in Arapahoe, 13 in Garfield, and 20 in Pueblo.
  - ii. Child Development Associate (CDA)- 24 qualify
    1. 5 in Arapahoe have earned theirs, None in Garfield, 21 in Mesa, and 8 in Pueblo.
- c. EHS Family Support Review – Jennifer Garcia Rosendo
  - i. Despite the turnover in children either aging out, families relocating, drop out, we remain fully enrolled. This full enrollment is supported by the 30 day grace period EHS allows to fill spots. Family Support Specialist work diligently to keep families enrolling and enrolled in our Quality Child Care Partnership sites across all four counties. Further investigation will be done to see if there is a trend that is causing the reported average of five children a week turning over, this request was made by Sue Renner and supported by all to be updated on at the next Governing Board meeting as possible. We have waitlist in counties due to the lack of space to meet the need.

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We are in between elections for Policy Council. The team is working to get interested parties involved and active for elections in November 2016. The new chair will be invited to join Governing Board meeting.

- d. EHS Comprehensive Services Review – Ty Johnson
  - i. Pueblo County- due to restructuring of leadership at Pueblo Triple Aim, their Board of Directors have advised Matt Guy not to take on any new roles (service coordinator) due to his transition into a new organization and no predecessor named at this time. Currently in Pueblo all Dental screenings have been completed, but all other screenings have been minimally reported on. We have calls into the Health Department, Bluesky Enterprise, and an independent contractor for service coordination and support for Pueblo County. We have all screenings complete and current in Garfield and Mesa, and in Arapahoe we have all dental complete and partial hearing and vision with the remainder scheduled for completion in the next two weeks through Marion Downs. We have experienced some absences that have impacted the completion of the screenings, but they are scheduled to be completed.

### 6. Training – Tim Garcia

- a. Program Governance: Ensuring the Success of EHS by Rebecca Spiridis
  - i. Please see power point
  - ii. Main areas covered
    - 1. Rules and Responsibility
    - 2. Communication of Board with Policy Council and Management Team
  - iii. Reiterated new rules are out for Early Head Start
  - iv. Expressed goals of each group- Governing Board, Policy Council, and Management Team. Suggested to have Policy Council representation on Governing Board. Shared that the Management Team implements the day to day, Policy Council supports voices of the parents and community perspective, and Governing Board approves proposals and recommendations. Important to acknowledge the overlap and need for solid and consistent communication to build a strong connection between all three.

### 7. New Business – Tim Garcia

- a. ERSEA Service Plan
  - i. **Action** - Vote Approval of ERSEA Service Plan
- b. Tim acknowledged this is the first service plan presented and implemented for the program and project year.
  - 1. Sue Renner moved to vote

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2. Jonathan Godes motion
  3. Kristin Habicht second
  4. All I's voted in favor
  - c. NFS fundraising update
  - d. Grant Specialist position
    - i. Tim shared interviews in progress. Tim recommended that we elect a co-chair.
- 8. Old Business** – Tim Garcia
- a. Annual Program Information Report (PIR)
  - b. EHS CCP Expansion Grant update
- 9. Announcements –**
- 10. Adjournment** – Chairperson
- a. Sue Renner moved to adjourn
  - b. Jonathan Godes motion
  - c. Kristin Habicht second
  - d. Adjourn at 1:39pm

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Tim E Garcia

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Laura O'Hara

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