



EHS Governing Board Meeting

April 19, 2017

Meeting Agenda

1. Call To Order / Attendance – Chairperson

a. Call to order at 12:03

- I. In attendance: Tim Garcia, Morgan Reuter, Sue Renner, Judy Williams, Katrina Boykin, Mandy Potts, Ty Johnson, Kristin Habicht, Laura Hazen, Dale Roth
On the phone: Jeff Kuhr, Henry Roman

3. Agenda for Approval – Chairperson – See Attached

a. Action – Vote Approve April Agenda

- I. Kristin Habicht moved to approve April's agenda
- II. Sue Renner second
- III. Motion adopted

3. Minutes for Approval – Chairperson – See Attached

a. Action – Vote Approve February meeting minutes

- I. Dale Roth moved to approve meeting minutes
- II. Kristin Habicht second
- III. Motion adopted

4. Financial Briefing – ELV Mandy Potts

a. EHS Monthly Financial Review – Mandy Potts – See attached

I. Financials as of March 31st

1. At 1,900,000
2. 2/3 through program year
3. 62% at spending
 - Have an idea that we will have money left over and can reallocate to supplies
 - Meeting with Tim and specialists to find out where the need is

II. Non-federal share

1. As of march at \$405,000
 - A little under 60% for non-federal share
2. Have a cash need
 - \$153,000 left in cash to raise
 - Been writing lots of grants
 - Money set aside in ELV account for reserves if needed but not planning on using this
 - On target to meet
3. In-kind
 - Met this

III. Making sure following procedures so we can count it towards our program

IV. Fiscal audit next week from EKS&H

b. NFS Fundraising Update – ELV Judy Williams

- I. Have submitted numerous grant requests
- II. Sent one to Buell, positive about it
- III. For Daniels fund having follow up meeting with about where to improve
- IV. Packard fund grant awarded
 1. Once you are a local community funder, they tend to continue to fund you
- V. Constellation philanthropy
 1. Judy and Tim met with
 2. Want to hear more on the concept of business services and how we are able to retain the workforce (funding model)
 3. Send memo with two concepts, then if asked will do a pitch in June
- VI. Colorado Health Foundation meeting in May (HOP)
 1. Funding currently ends in June, have set aside money for us to continue
- VII. Some administrative support though Merage Operations Specialist
- VIII. Sue had great talk with Kellogg Foundation (John Paul), informed more about model and wants to follow up with site visit with Judy and team
 1. Interest in EHS Child Care Partnerships
 2. Followed up with ELV videos
 3. Continue to nurture this relationship
 4. Judy and Mandy will see him at conference in DC

5. Director's Report – Tim Garcia

a. Tim Garcia Federal Review Overview

- I. Fiscal Interview on April 5th
 1. 7 child care partners (on phone)
 2. EHS Team
 3. Judy and Mandy
 4. Monitor (on phone)
 5. How funding was being used, how money has impacted program, how we are paying providers with scope of work, how we are monitoring
 6. 90 minutes
- II. On site review following week
 1. Reviewer first day- Arapahoe County
 - Team member at each of the 5 sites, most sites had pair of team members there
 - Most of the time partners did all the talking
 - They spoke well to many of the questions
 2. Reviewers second day- Pueblo County
 - Went to two sites
 - Imagination Station with one concern
 - Had to do with one of the new standards with background checks, not expected to meet until this Fall

- Licensing can have up to 10 days to submit background check
- EHS have to have it before individual starts
- Have entire team in town tomorrow to discuss different possibilities to make the change
- ELV central office interview (providers on phone from Mesa and Garfield)
 - First hour questions for team directly
 - Family engagement
 - Health services
 - Providers then talked for next half hour
 - Very appreciative of services they received
 - Large impact on communities and education
 - Impressed on business services
 - Able to pull lists directly from CORE
- 3. Great to be able to pull lists from CORE
- 4. Teacher qualifications at 90%, not at 100% right now
 - Those not quite there yet have professional development plans in place
 - Regional office said it's okay
 - Sent Head Start our plan that is clearly planned out (work with CDA, community colleges and surpassing it)
- 5. Overall positive experience, vague on timeline of getting results
 - Very friendly reviewer
 - There will be work to do when there is feedback
 - Working with assigned specialist
 - Other sites disappointed didn't get site visit because they wanted to share
- 6. Asked about challenges, benefits etc.

III. EHS Overview spreadsheet

1. Large jumps in health insurance from 155 to 180 (accurate data put in especially for Arapahoe)
2. Large jumps in CCAP 137 to 172 (accurate data put in especially for Arapahoe)
 - Over 75% for CCAP

3. Tougher for families to qualify for CCAP in Garfield
 - Lots of hoops for parents
 - Recent state wide changes in the past year and CCAP hired Spanish speaking individual
 - Trying to relax qualifications
 - Waivers are hard to get
 - Especially teen moms
 4. Identifying children with special needs and services need to improve on
- b. EHS Family Support Review – Jennifer Garcia Rosendo**
- I. Team in town for Family Development Credential Class
 1. Will be half way done with credential as of this week
 2. Planning on second cohort this fall
 - II. Still fully enrolled since December 2015
- c. EHS Comprehensive Services Review – Ty Johnson**
- I. Currently all children have access to hearing, vision and developmental screenings
 1. Continue to work with parents and teachers
 2. FSS encouraging families to have healthy relationships with health providers
 - II. Huge component added on coaching for HS new Performance Standards
 1. Going through training currently
 2. 4 coaches going to training in California next week
 3. 2 trainings in May
 4. Beneficiaries of coaching
 - Teachers
 - Coaches
 - Teacher aides
 - Consistent floater
 - Volunteers
 - Children
 - Families
 - III. Making sure school readiness is aligned with Colorado framework
- d. EHS Quality Improvement Review – Katrina Boykin**
- I. 2 cohorts of teachers in Mesa and Arapahoe in observation and testing
 1. All this information goes back to CDA in DC
 2. Upload in QIP's and in CORE once completed
 3. Several currently finishing up
 4. 144 total teachers, 92 are currently qualified
 - Put teachers on professional development plan within a year to get CDA or college classes
 - II. SmartSheet
 1. Allows QI's to sit with providers where they are with QIP's (green, yellow, red)
 2. Document is located online, monthly export into PDF and put into CORE
 3. Have to maintain QIP's
 - Meet at least once a month with QI and provider to go over QIP's

- Can be shared with site as viewer
- 4. Long term goal is to get into CORE
 - Making sure SmartSheet works best before doing so

6. Training – Tim Garcia

a. ECKLC Orientation

I. Early Childhood Learning and Knowledge Center (ECKLC)

II. Public- no login required

III. EHS Partnerships Grants

1. T/TA Resource

- EHS Child Care Partnerships
- Administration (ERSEA)
- Research and Evaluation
- Program Management and Fiscal Operations
 - Management Systems Wheel
 - Sections don't align with how they are within the standards
- Governance Council resources
- Resources for families
 - Father engagement
 - Parenting program

2. Performance Standards

- 1301- Program Governance
- 1302- Bulk of information for staff (Jenn, Ty, Katrina)
- 1303- Financial Administrative Requirements
- 1304- Federal Administrative Procedures
- 1305- Definitions (clarification)

IV. Grants and oversights

1. Look at monitoring protocols

- Only 3 for FY 2017
 - EHS-CCP (ELV)

2. Apply for grants

V. Our review results will go public and end up on here too

7. New Business

a. EHS Annual Continuation proposal

i. Conducted mock reviews for review, worked on continuation proposal also

1. Goals for continuation proposal

- Editing and updating with data on what our partners are doing
- Walked through goals on timeline and met all but one

2. Because of new HS Performance standards is important we align goals with new standards

- Training and technical assistance (T/TA)
 - Working with grantees on process and implementation of programs with new standards
- Recommitment with attention towards school readiness

- Utilize supports
 - Build collaboration with CCAP
 - Meetings with how to collaborate and build partnerships to have families sustain their CCAP
 - Above national standard in every area for school readiness
 - Speaks volume to the team
 - Social emotional development
 - Our average is 1.2 (out of 7, 7 being the worst)
 - Language and literacy
 - Our average is 75% for widely held expectation
 - 89% meeting widely held expectation for literacy itself
 - Working on emphasis for mathematics
 - They are putting heavy weight on child outcomes
 - Approaches to learning
 - Overall doing very well 84% of classes score in mid-range
- ii. Action – Vote Approval of Continuation Proposal**
1. Policy council approved
 2. Dale Roth moved to vote to approve the Continuation Proposal
 3. Kristin Habicht seconded
 - 4. Motion adopted- Continuation Proposal approved**
- iii. Annual Self-Assessment**
1. Scope of Work
 - Collaborate with ELV partners in four counties
 - Abide by licensing and EHS program standards
 - 5 domains
 - Updated to meet latest HS Standards
 - Tried to make sure we are in align with their domain
 - Made language clearer
 - Referred back to standard numbers
 - Trying to get providers to look at HS standards
 2. Giving books to organizations (book drive)
 - New and used
 - Smoky hill and Tower road bookstore going out of business (50% off books)
- iv. Annual Training & Technical Assistance Plan**
1. Please view- sent out as attachment

8. Old Business – Tim Garcia

9. Announcements – Tim Garcia

a. EHS-Child Care Partner Updates

1. Family child care home in Garfield county was going to close

- EHS agreement to end this month
 - Not sure whether she is actually closing
 - Could we repurpose anything we've provided?
 - No major renovations
 - Will collect materials, kiosk, and ipads
2. Mia Pritts no longer with ELV
- Responsibilities being redistributed, not going to fill her position
 - Now working for private startup company working with child care businesses
 - Is consulting with us for HOP and technology developers

b. Community Meetings

10. **Adjournment** – Chairperson

- a. **Sue Renner moved to adjourn**
- b. **Kristin Habicht seconded**
- c. **Meeting adjourned at 1:31 pm**

Next Meeting: June 21, 2017

CIG – 18 Inverness Place East – Englewood, CO 80112

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Tim E Garcia
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