



EHS Governance Council Meeting

3/17/16

Meeting Minutes

Attendees: Mia Pritts, Vinny Badolato, Chad Robertson, Tim Garcia, Juanita Belle, Judy Williams, Kelli Etter, Dale Roth, Clinton Plenert, Sue Renner, Cecelia Broder, Henry Roman, Mandy Potts

Absent: Laura Hazen, Jeff Kuhr

Minutes: Chad Robertson

1. **Call To Order / Attendance** – Chairperson
Called to order 12:08p
2. **Agenda for Approval** – Chairperson – See Attached
 - a. Moved to Vote by Dale Roth; Second by Cecelia Broder; Vote yes by 5; Vote no by 0
 - b. Approved 12:09p
3. **Minutes for Approval** – Chairperson – See Attached
 - a. **Action** – Approve February Meeting Minutes
 - b. Moved to Vote by Dale Roth; Second by Sue Renner
 - c. Vote yes by 5; vote no by 0; Approved at 12:09p
4. **Financial Briefing** – ELV Mandy Potts
 - a. Introduction of Foundation Staff Accountant and his role with ELV
 - b. EHS Monthly February Financial Review – Mandy Potts – see attached: Year 1 funding to be spent down by Jan 1, submitted to EHS and waiting for approval; about \$800K of first \$3M left over; all but one center is paid through; direct deposit implemented; Additional \$1.8M coming, meaning two “project years” happening at same time; Sue asking to clarify on two years concurrently: Mandy, 18 months of cash up front, October offered supplemental funding of ½ year; as of August ELV moves into 12 month cycle; Dale clarifying dates of funding ‘windows’; Jan and Feb spent almost \$500K to providers; Dale asking what approval process is; Clinton; take batch, compose summary sheet, Judy signs and reviews (Tim will take over soon), taken to Cheryl, Senior Accountant, then to Rebecca, Senior Controller; 90% using Core to support documentation;
 - c. Update on ELV single financial Audit: year-end financial package delivered; EHS office pulling samples now;

Next Meeting: TBD

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- d. **Action** – Approval of 2/1/16 through 7/31/16 EHS budget – see attached; Moved to Vote by Dale Roth; Second by Sue Renner; Vote yes by 5; Vote no by 0; budget approved at 12:50p
- 5. Director's Report** – ELV Tim Garcia – see attached EHS data report
- a. EHS Quality Improvement Review – Tim Garcia. Capacity (children served) is 1700 of all sites at any given time, so impact is that much larger than just 240 required by grant; Breakdown of capacity, staffing and such snapshot; no questions; teams working to streamline QIP (Quality Improvement Plans) for 32 sites, gauging how far along each is regarding compliance; target for QIP completion is 3/18; Internal Health and Safety Committee formed to prioritize facility improvements; anticipating 15 sites getting projects done;
 - b. EHS Family Support Review –productive meeting with region 8 head office re:enrollment reporting; previously reporting actual enrollment, not taking advantage of 30 day cushion; reporting already fixed to reflect full enrollment; Policy Council—3/19 is policy council orientation for Mesa/Garfield, Jenn facilitating; will work concurrently with this council, sort of first round okay-ers, but without any legal or fiscal authority;
 - c. EHS Comprehensive Services Review –contracts still in the works, close with Mesa County Services; waiting on signatures; Arapahoe is closest to agreement next with Ability Connections; ECN will cover Garfield, although details need to be worked out; Pueblo furthest away from contract; in discussion with Otero Community College; Ty working with Henry
 - d. Hiring: positions offered and accepted= QI in Garfield, Family Support Specialist also filled in Garfield, QI in Arapahoe filled; QI Coordinator to be filled, but 3 interviews next week
- 6. Training** – ELV Tim Garcia: American Society for Quality came and presented to QI team + partner site directors; two weeks from now 3 day training from HS office; Sue question = what level of depth is conference? Tim, varies, but we'll have 10 attendees going who will spread knowledge gained to larger audience of ours;
- a. ELV EHS Evaluation Overview – Policy Equity; Kelly Etter; ELV model is unique to the country re: shared services, and is getting attention; Kelly was on national call and shared ELV model, and all folks were very impressed; before and after comparison is highly valuable; Sue question: what does “over time” mean? Kelly, almost a year—9 months or so to allow for change to track; Sue Question: fidelity to model can we capture ELV tool-use? Judy acknowledges that some came into grant using tools, while others are new to them. Can we compare them somehow?

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- b. ELV EHS Communication – Infographic and Executive Summary – see attached:

7. New Business – ELV Tim Garcia

- a. EHS announcement to release a new opportunity for RFP for EHS Child Care Partnership expansion. ELV intends to apply to expand in Colorado as well as expansion to another stated: official info out on May 2, by which time we'll have plan of how and when to approach, application due date July 1; Vinny, proposal/work is largely done because our grant is written, it's more a matter of modifying to fit new areas

8. Old Business – ELV Tim Garcia

- a. Update on Acknowledgement of Policies and Procedures - see attached

9. Announcements – ELV Tim Garcia

- a. Dr. Blanca Enriquez, Director of Office Head Start visit to 2 ELV Child Care Partnership sites on 3/31/16 (Arapaho County), Rising Star and Kids Castle

10. Adjournment: 1:31p

Approved by:  DocuSigned by: Cecilia Broder 3/18/2016 | 6:50:14 AM PT
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 Cecilia Broder, Governance Council Co-Chairperson

Approved by:  DocuSigned by: Juanita Belle 3/17/2016 | 7:58:41 PM PT
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 Juanita Belle, Governance Council Co-Chairperson

Approved by:  DocuSigned by: Tim E Garcia 3/17/2016 | 3:50:08 PM PT
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 Tim Garcia, EHS Director

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