



EHS Governing Board Meeting

August 16, 2017

Meeting Agenda

1. **Call to Order / Attendance** – Chairperson
 - a. **In office: Ty, Jenn, Morgan, Tim, Judy, Sue, Mandy, Laura**
 - b. **On phone: Jeff, Dale, Henry**
 - c. **Meeting started: 12:02pm**

2. **Agenda for Approval** – Chairperson – See Attached
 - a. **Action – Vote Approve August Agenda**
 - **Sue moved**
 - **Dale second**
 - **Approved**

3. **Minutes for Approval** – Chairperson – See Attached
 - a. **Action – Vote Approve June meeting minutes**
 - **Dale moved**
 - **Laura second**
 - **Approved**

4. **Financial Briefing** – NFP Mandy Potts
 - a. **EHS Monthly Financial Review – See attached**
 - Budget to PDF
 - Finishing out year 2 of program (ended July 31)
 - 2.8 million
 - Will be fully spent
 - Supplies have all been ordered
 - b. **NFS Fundraising Update**
 - Spent \$400,000 in actual cash of nonfederal share (on track to meet)
 - Overall \$1,625,000 (rounded) (will be overspent and exceeding)
 - Went to paying salaries, sub pay
 - Most went to paying scholarships for families
 - Spent \$89,000
 - \$90,000 sent in incentive for providers
 - Been working on writing grants (Tim, Katie)
 - Submitted around 15
 - Received money Depart. Health Mesa County
 - Buell Grant
 - HP foundation
 - Have a few out right now, two end of July and one yesterday
 - In-Kind donations have been huge
 - Time, program supplies, services, matches, child care partners, volunteering
 - Ask for it once a month (along with EHS invoice submit an in-kind form)
 - Realized each space is required to have so much

space per child

- Able to average
 - \$17 per square foot

5. Director's EHS Report – Tim Garcia

a. Tim Garcia

- Program Report due Aug. 31st
 - Smooth last year
 - CORE developments
 - Didn't have to make any changes to how data was being pulled from in CORE for PIR
 - Currently working on- looks like will be smooth like last year
 - Will produce summary for board
- Heard from Regional Office
 - Program Specialist reached out for one time funding for Health and Safety items and suggested that ELV re-submit last year's application
 - Too much of a burden to put together so quickly and would have had to create an entire new application because so much has changed over the past year
 - Not worth it to do for PC and board and pressure on staff
 - Told specialist will prepare draft supplemental proposal now for every June PC and Board meeting now that is good to go just in case
- Looking at new Federal Review Schedule
 - Fiscal Year- Oct 1.
 - Asked to schedule Federal monitoring again Oct.17-Sept.18 (exception of Nov. and January)
 - Don't know what the content or format will be
 - Originally was announced that HS protocol would be out by 9/1/17, now won't be out until Sept. 30
 - Don't know if will be certain categories (fiscal, ERSEA, school readiness etc.)
 - Haven't received final results from previous monitoring
 - All we know is update we gave in April
- HS New Director initiative
 - Working with EHS Director in Venice, CA
 - Been working with child care partnership for 20 years
 - Worked with grantee in Montana (region 8)
 - Fiscal Management piece
 - Goal to gain better understanding
 - Participated in HS Fiscal Management part 1 training
 - Another goal is dive into data and work force with our child care programs
 - Impact of turnover etc.
- EHS updates
 - Are fully enrolled
 - Now at 30 partners
 - Just updated PDF today and is correct

- 28 of the original group still with us
- Interesting to have industry standards to see where we are at (sector wise and HS specific)
 - Staff turnover rate more than 50%
- b. Family Engagement Review – Jennifer García Rosendo**
 - Had a slight dip in enrollment at end of program year
 - Fully enrolled as of Monday (YPP starting with us)
 - Reviewed with staff on CORE and data entry
 - Working to have waitlist in CORE in order to eliminate differences
 - FSS specialist finished FDC training in June
 - Taking exams this week
 - Looking to run another Cohort in this program year
 - Looking to team up with other HS programs- have reached out
 - Is HS requirement now to have FDC or BA in social work or related field
 - Maybe having our staff take it with Denver Kids HS
 - What about looking at partners in their counties?
 - **Mesa (Jeff) Jenn will follow up**
 - Revamped all application materials for new program year
 - Made it more efficient
 - Working on strengths and needs assessment
 - Want to make sure it is family friendly and easy to use
- c. Early Education & Child Development Review – Ty Johnson**
 - New interface for child assessments- MyTeaching Strategies
 - Staff member going across sights in each county and training
 - Has completed in Pueblo so far
 - Will continue with follow up on individualized needs
 - Made it so curriculum is embedded in the assessment now
 - Home providers and some centers using it for all of their children
 - Feedback- heard makes them nervous because not sure how to authentically watch child when playing
 - Kelly worked with doing hands on training
 - Trainings have helped put learning into action
 - Did needs assessment for each county
 - Coaching Credential
 - 2 more applications submitted from staff (waiting on approval along with Ty's)
 - Taking new approach on intensive coaching
 - Used practice based coaching before
 - Expanded that approach now
 - HS been pushing different type of formats
 - Group learning communities (introduced it to providers and received great positive feedback- including facilitators)
 - Have qualified facilitators in each county
 - Absorb information better from peers and day to day conversations
- d. Health & Disabilities Services Review – Ty Johnson**
 - Working directly in field with specialists
 - Almost complete
 - Working directly with vendors we have agreements with

- RFP
 - Out to 35 different contacts
 - Hoping for good feedback
- Renewed MOU's with vendors in counties

6. Training – Jenn García Rosendo

a. Review Annual Training Plan

- Please let Jenn know if you want anything added on Governance Council for more training
 - Feel good about meetings now and learned a lot in first couple years

7. New Business

a. PFCE Goals – Jenn García Rosendo

- i. Clear up child care partnership leadership
- ii. SMART goals document to add
- iii. Action – Vote
 - Work on updating and vote at later time (Oct.)

b. Board Configuration and Roles – Tim Garcia

- i. Changes
 - Rosemarie Allen- will be leaving and need to find replacement
 - Jonathan Godes- no longer works there, reached out to have him still sit on board in his City Council role
 - Would also be great to have someone Dept. of Human Services and Health for Garfield
 - **Action- Vote Program and Vice Chair (Laura, Program Chair and Sue Renner, Vice Chair)**
 - **Dale motion**
 - **Jeff seconded**
 - **Approved**
- ii. Check-in
 - Suggestions of outreach
 - Thinking of someone from Office of Early Childhood
 - Licensing
 - Type of State representation
 - CDE
 - CCAP (local) (Garfield, Pueblo)
 - Melissa (Mesa)
 - Liz (Arapahoe)
 - Caren Garcia (Pueblo)
 - Dept. of Human Services
 - Silvia (Pueblo)
 - Safe Care- community
 - State Wide Rep. (Pueblo)
 - EPIC Board- Cindy (Pueblo)

c. Licensing

- i. Increasing fee and send written notice now to sleep violations at school
 - Reaching out throughout network
 - EHS sites
 - Ty and her team will work with each of them and talk through new ones
 - Keywords
 - Letting people know comment period is important
 - Communication and brainstorming
 - Laura will give her comments
 - Legal process for approval
 - Dept. over sees comments
 - Date can get pushed out if many comments
 - If fees are rising hard to say regulations aren't part of cost of child care

- Jeff will send document of ECE Workforce Plan

8. Old Business – Tim Garcia

a. Contract and Renewed Partnerships for new Program year

- Ty, Jenn and Tim went to all four counties
 - Tone changed
 - Last year was standardized
 - This time was more fluid and individualized
 - What is working well, challenges, feedback
 - 2 way conversation (natural progression)
 - Providers more comfortable talking about work, especially home providers
 - Providers calling themselves professionals now
 - Learned many new things
 - Varied on feelings about combining specialist roles
 - Homes and smaller centers happy about it
 - Larger centers felt could still help having two individuals
 - Not totally at one person for each center
 - Varies from counties and communities
 - Pueblo provider added job descriptions for internal staff
 - Identified people within staff who had talents for job descriptions
 - Went back to drawing board how coaching is delivered
 - Appreciated fact we collaborative and were open and honest about it- very inclusive
 - 2 new partners
 - RFP (Health Management)
 - External Quality Assurance (CIP Process)
 - Consistency within staff
 - Hoping for rating and assessment experience (Qualistar, Council, etc.)
 - Huge need

9. Announcements – Tim Garcia

a. ELV Quarterly Staff Meetings September 14-15th

- 14th QCCP for full day
 - Strengthening families training (internal staff)
 - Revisiting annual Health and Safety training per county a
 - Continued training around blended roles
 - Started day at Lakeshore store with breakfast and hands on demo
- 15th ELV all staff
 - Salesforce training
 - Jeannie (external training)

b. ELV Annual Lunch Event

- Releasing ELV studies

- Aug. 30th 12-2 Denver Library
 - **Resend (allow them to forward on)**
 - **If anybody you'd like please let Judy know**
 - **Cathy Wagner (Judy will send)**
 - Program Specialist coming
 - Group from South Carolina will be coming (interested in what we do)

10. **Adjournment** – Chairperson

a. **Meeting adjourned:** 1:32pm

- **Laura moved**
- **Sue Second**
- **Adjourned**

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Tim E Garcia
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TG

8/22/2017 | 9:58:34 AM MDT

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Laura Hazen
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8/22/2017

Next Meeting: October 18th, 2017
CIG – 18 Inverness Place East – Englewood, CO 80112