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

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
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
   b. 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

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