

Child Development Coordinating Council Minutes

Meeting Date: February 23, 2023

Meeting Time: 10:00 a.m. – 3:00 p.m.

Meeting held in via zoom due to inclement weather and hazardous travel across Iowa

Voting Members Present: Erin Clancy, Jess Burger, Tonya Krueger, Heather Rouse (joined at 10:40a), Kimberly Villotti, and PJ West

Voting Members Absent: Beth Van Meeteren, Julie Allison, vacant position (Head Start Parent Representative)

Non -Voting Members Present: Ami Leath, Teri Orr (joined at 11:10a)

Non-Voting Members Absent: Monica Garner, Julie Lang

Staff to Council: Marianne Rodrigues and Amy Stegeman

INFORMATION/DISCUSSION ITEM

Welcome and Roll Call

Chairperson PJ West called the meeting to order at 10:00 a.m. PJ welcomed everyone and thanked them for flexibility in attending via the electronic meeting format due to inclement weather and hazardous travel across Iowa. During her welcome, PJ mentioned that Council member Taylor Drake had submitted her resignation to the Council.

PJ suggested adjusting the order of the agenda items due to a few members joining late and ensuring a quorum is present for any action items. The first non-action item, the annual report, would be the first discussion item after public comment.

PUBLIC COMMENT

None

INFORMATION/DISCUSSION ITEM

FY22 Annual Report to the Governor Update

Marianne Rodrigues updated the Council regarding the distribution of the annual report. Amy Stegeman provided context for how the Council determined who to share the report with and encouraged Council members to share the [report](#) with their stakeholders.

INFORMATION/DISCUSSION ITEM

Waiver Status Update

Amy Stegeman provided a summary of the waiver and related conditions given by the Council along with a brief outline of prior actions by the grantee. The Council was provided time to review the grantee's most recent response to the waiver conditions.

The Council discussed the summary provided by the grantee and asked staff to follow up on the specifics related to the role of the family support workers. In addition, the grantee had not received a NAEYC Accreditation renewal decision yet. The Council requested confirmation of a renewal be provided when it becomes available in order to fully address one of the waiver conditions.

Staff to the Council will follow up with the grantee on NAEYC accreditation status as well as more specific information related to services provided by family support workers serving Shared Visions preschool families. An update will be provided at the April CDCC meeting.

ACTION ITEM

Adoption of the Agenda

PJ West referred to the copy of the agenda sent to members prior to the meeting. PJ stated that items could be added to the agenda; attendees had no additions.

PJ West called for a motion to adopt the agenda. Erin Clancy made a motion; Jess Burger seconded. A roll call vote to adopt the agenda was held. The motion passed and was unanimously approved.

ACTION ITEM

November 2022 Meeting Minutes

PJ West noted that the minutes were sent out previously and asked for members to review minutes for changes.

PJ West called for a motion to adopt the November 2022 minutes. A motion was made by Tonya Krueger and seconded by Kimberly Villotti. A roll call vote to adopt the November 2022 minutes was held. The motion passed and was unanimously approved.

INFORMATION/DISCUSSION ITEM

Grant Cycle Timeline

Amy Stegeman reviewed draft timelines outlining CDCC responsibilities related to the competitive grant. The Council was presented with a timeline similar to past practice that would add an extra meeting during FY 24-25 and another option that does not add an extra meeting but modifies the timeline for release of applications. The Council was reminded they did not have to pick one of these suggested timelines, but could create their own timeline as well. The

Council discussed utilizing extended meeting days to address the applications in full rather than spread work across different meetings. Amy also outlined the process related to gathering conflict of interest and confidentiality forms prior to the work occurring. This may mean that a Council member who has a conflict of interest would adjust their individual attendance during grant work, but attend meetings when there is no grant work planned.

ACTION ITEM

Grant Cycle Timeline

PJ West called for a motion to approve a grant cycle timeline. A motion was made by Heather Rouse to use the second draft option presented. This motion was seconded by Erin Clancy. A roll call vote to adopt this option of the grant cycle timeline was held. The motion passed and was unanimously approved.

INFORMATION/DISCUSSION ITEM (1:37)

HF 2575: Chapter 64 & 67

Amy Stegeman reminded the Council that at the November meeting, the Council discussed rule revisions needed as a result of new legislation allowing funding to be carried forward. The discussion also addressed a few other areas to include:

- Approval of an updated definition of low income to be used for both preschool and parent support grant eligibility
- Suggestions for wording to be used that accurately reflects the role of the Council and the Department throughout both Chapter 64 and Chapter 67
- Language in Chapter 67 to be changed to reflect person-first terminology
- General consensus that secondary eligibility language could use some updates/modernization and due to time availability the decision was made to have a subgroup make recommendations. Council members Erin Clancy and Tonya Krueger reviewed the secondary eligibility section and met with staff to the Council to make recommended changes in alignment with the conversations and language used for the annual report.

All of the proposed rule revisions were sent forward to the IDOE legal department in mid-December and all were accepted with the exception of one related to wording within secondary eligibility. The following language would stay the same and not be modified: *Children functioning below chronological age in two or more developmental areas, one of which may be English proficiency, as determined by an appropriate professional.* There was a desire to maintain this language as originally stated for alignment to other code sections and terminology used and to avoid implying dual language is a negative factor.

The [drafted rule revisions](#) were presented to the State Board of Education on January 12 where they approved a notice of intent. There is now a period for public comment in relation to the rule revisions which closes February 28. The rules are on the consent agenda for the State Board of

Education meeting on March 23 and could be adopted at that meeting. The proposed rules, barring any changes based on public comment and if adopted by the State Board of Education, will then become effective toward the end of May. At that time, staff to the Council will prepare new income eligibility guidelines to reflect the updated definition. This will be communicated to grantees and posted on the webpages.

INFORMATION/DISCUSSION ITEM

Identify date for July meeting as well other meeting dates for FY24

PJ West stated that Marianne Rodrigues will send out a Google form before the April CDCC meeting to ask members to choose a best date for the July meeting and all FY24 meeting dates. The dates selected by the majority of Council members will be chosen. Voting on the dates will take place at the April meeting. PJ asked that Council members look for the form and respond.

INFORMATION/DISCUSSION ITEM

Duty #3

Amy Stegeman reviewed the document summarizing data previously reviewed by the Council. She reminded the group of prior work and the goal for this meeting was to make the data review actionable so it can inform the Council as they consider the development of the Shared Visions application for the new grant cycle and strive to serve children and families who are most at risk across the state.

The Council discussed and recorded ideas for how best to use the data during the development of the application as well as how to best support interested applicants. A new data source was introduced as an option for supporting applicants as they document needs in their service areas.

INFORMATION/DISCUSSION ITEM

Current CDCC By -Laws

PJ West reminded the Council that, as stated in the by-laws, the Council will review the adopted by-laws every two-years as the Council Chair changes. With this being the year of a new chairperson, it was time to address this task. PJ suggested the Council review the by-laws a section at a time and gather any feedback related to a need for changes or clarification. The CDCC By-Laws were reviewed by the Council during the meeting with no changes suggested.

UPDATES

Preschool & Parent Support Programs

Marianne gave an update on Shared Visions work:

- Third quarter payments were sent to grantees in January.
- Most Mid-Year Reports in IowaGrants have been completed, with the exception of one who needed time for a staff member to return to the office next week.

- As a reminder, Shared Visions preschool programs are required to complete three checkpoints in GOLD according to the state-determined dates. The second checkpoint is Feb. 27.
- IowaGrants, the system used to manage all Shared Visions grants, continues to have growing pains as it adjusts to a new platform. We are working with our Department contact person to manage this transition and will continue to communicate with and support grantees as needed.
- As a reminder, DAISEY, the data collection system used by family support programs, is working on implementing a new naming convention. Programs will be identified by the county served. This means that a program that serves 2 counties will have two program names in the system. This should help provide cleaner data when reviewed county by county.
- 2023 Iowa AEYC Fall Institute Information: The 2023 Iowa AEYC Fall Institute will take place October 6-7, 2023 (pre-institute sessions may take place October 5) at the Prairie Meadows Events and Conference Center. Some workshop topic suggestions coming out of their 2022 survey to attendees include IQ4K, infant/toddler focused training, make and take workshops, social emotional content, and sign language content.
- Shared Visions Grantees will receive access to [Ready Rosie](#) as a family engagement tool supportive of language development for children. Families who elect to participate will be provided access and be able to utilize the program for use with their children, including those served by Shared Visions programming as well as other children in the home. ReadyRosie is an evidence-informed, research-based family engagement and early learning resource designed to make intentional connections between classroom learning and family engagement.

Early Childhood Iowa

PJ West asked for updates on Early Childhood Iowa and opened the floor up for members to share their specific updates. Heather Rouse offered links to the [ECI Strategic Plan](#) and the [ECI Annual Report](#) with revised indicators. I2D2 has been working with HHS to help build an operational data store that will help provide more real time information about vacancies and workforce and family access to child care. There is no roll out date yet. More to come.

Kimberly Villotti shared that Shanell Wagler, ECI Administrator, had recently retired. Also, Kimberly shared that ECI sent out an email today stating the implementation of Playground's 'data bridge' to the Child Care Assistance (CCA) KinderTrack Portal. Playground captures child time and attendance data when a parent or caregiver checks their child "in" and "out" each day. For children that receive [CCA](#), parents can use the time and attendance data in Playground and with a "click" of a button, submit this data to the KinderTrack Portal. If a child care business uses brightwheel, watch for an announcement of their connection to CCA in the next several weeks. brightwheel is currently piloting their 'data bridge' to the KinderTrack Portal with a few Iowa child care businesses.

Legislative

Kimberly Villotti shared there is an alignment bill being proposed to reduce the number of departments in state government with the merging of some agencies. Iowa administrative rule is to be reviewed and reduced for redundancy. Kimberly said the Department of Education is watching bills that are proposed to restructure K-12 education. She also mentioned a bill that considers the addition of a second count date for districts. HF297 proposed eligibility for state-funded preschool (SWVPP) and offered more funding for children who fall below 200% of the Federal Poverty Level (FPL).

Member

PJ West shared that she serves the CDCC as a representative from her former department in the Legacy Iowa Department of Health. MEICHV is the Division of Family Well-Being and Protection, under Family Services and they were recently assigned a new Bureau Chief, Shelly Horak. PJ shared a [link](#) that describes the functional organization chart of Health and Human Services.

Erin Clancy offered an update on structural changes and where her work now falls within the organization.

Teri Orr shared CCR&R has work to do coming out of the Governor's Task Force for child care. She described incentives and training opportunities becoming available, as well as CCR&R doing some legislative events and advocacy/networking. CCR&R staff are working through training on practice-based coaching and will continue to work with IQ4K and work with providers to address child care needs and shortages.

Jess Burger commented how the incentives for child care workers have been a good addition to attempt to address staff shortages. Staff shortages also impact availability for staff to attend professional learning. Area education agencies are finding creativity is needed for how to best provide professional learning.

Ami Leath said that an Early Childhood State Coordination Team (EC SCT) met earlier this week and discussed how collaboration is beneficial between programs and the struggles of continuing this with staff shortages. Ami added that the GOLD checkpoint is due this week. A lot of conversations are focused on reviewing data to determine how to best serve children.

Kimberly Villotti said the Director of the Department of Education, Dr. Ann Lebo, has resigned. The Department is awaiting an announcement of a new director.

Tonya Krueger reported that work within Child Health Specialty Clinics continues to support families who have children with or being diagnosed with autism. There is a conference, titled Profound Autism Virtual Conference, being offered next Friday. Tonya added that some new locations are opening that will offer new therapy options to children with autism in Davenport, Des Moines, Coraville, and Sioux City, in addition to some existing locations. A year-end review was done recently for their agency and of note, telehealth is back to pre-2019 levels.

Heather Rouse shared that some recent evaluations regarding the virtual aspect of services (like telehealth) and results show it is beneficial and desired for some services but not others.

INFORMATION/DISCUSSION ITEM

Connections with Stakeholders:

PJ West discussed the communication messages from today's meeting and reminded Council members to consider what to share with stakeholders, such as the CDCC Annual Report, and to bring information back to the Council at the next meeting.

INFORMATION/DISCUSSION ITEM

Agenda Items for Next Meeting:

- Review and action on February 2023 meeting minutes
- FY24 Meeting Dates
- Waiver Status
- Updates to include Shared Visions Preschool and Parent Support, ECI, and Members
- Data related to carryforward dollars
- CDCC Head Start Parent vacancy
- HF2575 Rule changes
- Grant Work
- ReadyRosie
- Legislative Update

Future Meeting Dates

Meetings will be held from 10:00 a.m. – 3:00 p.m. at the Grimes Building for voting members, with a Zoom option for CDCC community representatives.

- April 27, 2023