

## Child Development Coordinating Council Minutes

July 10, 2019  
Grimes State Office Building, B50  
400 E. 14<sup>th</sup> Street  
Des Moines, Iowa 50319  
10:00 am – 3:00 pm

### **Meeting Attendance**

**Voting Members Present:** Erin Clancy, Carla Peterson, Julie Allison (arrived at 11:45), Kimberly Villotti, Taylor Drake (arrived at 10:37)

**Voting Members Absent:** Beth Van Meeteren, Rae Miller, Pam Elwood, PJ West

**Non-Voting Members Present:** Lora Patton, Judy Russell (arrived at 10:37)

**Non-Voting Members Absent:** Tom Rendon, Vacant Position

**Staff to Council:** Amy Stegeman

**Staff to Council Absent:** Vacant Position

**Secretary:** Gloria Hamilton

### **INFORMATION/DISCUSSION Item:**

#### **Welcome and Roll Call**

Kimberly Villotti welcomed everyone. Kimberly asked for introductions to include name, organization and something you are looking forward to with work or home.

Amy shared there were several conflicts for members with today's meeting. She also shared a membership change; Mary Shihadeh, who represents AEA's for Early Childhood Special Education, has been the representative for the past four years. She recently requested we ask for a new representative due to new job responsibilities making meeting attendance difficult. A letter requesting a new representative has been drafted and is in the process of being reviewed/approved. It is anticipated it will be sent very soon.

### **ACTION Item:**

#### **Approve the May 9, 2019 Meeting Minutes**

Kimberly Villotti noted there was not a quorum and asked the Council to delay the review of the May 9, 2019 meeting minutes until the next meeting. The Council agreed to move this action item to the September 10, 2019 meeting. The Council will review both May and July meeting minutes at that time.

**Public Comments:** None

### **INFORMATION/DISCUSSION Item:**

- **2019-2020 CDCC Meeting Dates – 3 Changes**

Amy reminded the Council about the recent survey that was conducted to identify some common dates in September, November and February for a CDCC Meeting. The original dates conflicted with another state level meeting and posed attendance conflicts for at least three members. From the survey, alternative dates were identified: September 10, 2019; November 8, 2019; and February 26, 2019. Everyone should have received modified calendar invites with the new meeting dates.

### **Preschool Program Update**

- The FY20 renewal applications were all submitted on time and the review and approval process is almost complete. First quarter payments will be processed within the next week or so.
- FY19 year-end report forms have been released in Iowa Grants with a due date of August 2, 2019. Once they are submitted, Amy will review and approve or ask for clarification/corrections as needed. At that time, the data will be pulled and used to inform the development of the annual report to the Governor.
- Due to a vacant staff position, there is a small cost savings in the administrative line for this grant. These dollars are being offered to grantees to assist with covering expenditures not currently covered by the grant awards. Funds went out to grantees as one-time reimbursement dollars with a total amount of approximately \$113,550.
- The posting for the job opening of an Early Childhood Education Program Consultant for Shared Visions should be posted soon. The Council will be updated when this has happened.
- As a reminder, there was a possibility of a waiver to be submitted due to the closure of a building resulting in a relocation to an alternate space. The grantee shared that NAEYC responded with an extension to the new location and no waiver is needed.
- Communication was received from Des Moines Public Schools (DMPS) regarding their recent site visit for renewal of NAEYC Accreditation. They have three locations with a Shared Visions Preschool grant. They shared that NAEYC Accreditation for these three locations was deferred based on the results of the site visit, specifically related to the health area. They also shared that they are appealing NAEYC's decision and will provide an update when they receive a decision. There is a 60-day window for NAEYC to respond. Dependent on the results of the appeal, a waiver may be requested. Amy told DMPS that she would provide an update to the Council and alerted them of the need for a waiver request if the appeal is denied.

### **Parent Support Updates**

- The FY20 renewal applications were all submitted on time and the review and approval process is almost complete. First quarter payments will be processed within the next week or so.
- FY19 year-end report forms have been released in Iowa Grants with a due date of August 2, 2019. Once they are submitted, Amy will review and approve the reports or ask for clarification/corrections as needed. At that time, the data can be pulled and used to inform the development of the annual report to the Governor.
- Year-end data reports were also pulled from DAISEY for all grantees.
- FAMILY, Inc. in the Council Bluffs area shared they had received a 5-year Federal Early Head Start Grant which will allow them to expand family support services.

### **Early Childhood Iowa Update**

Kimberly Villotti attended the ECI State Board meeting in June and shared three topics with the Council. First, ECI shared the PD System's policy framework which uses the visual of a house. There is a heavy emphasis around the early learning standards and supporting that training through a variety of avenues. There is consideration of moving forward with offering professional development through a hub opportunity which would offer many people ready access. Second, ECI offered an update on the results accountably component group and how the annual report is put together for ECI

Stakeholders and other constituents that are interested in the outcomes of the results from ECI. Kimberly Villotti will share the link for this with the Council. Third, an update on the Preschool Development Grant (PDG) was shared. There was information offered on the needs assessment and the integrated data system. As a reminder, the needs assessment and state strategic plan must be completed and submitted to the federal government for approval before funding, support or resources are put towards the other activities.

Carla Peterson added that the integrated data system allows data and information across various agencies to be reviewed together. Data from several different sources has been integrated, including the Departments of Public Health, Education and Human Services. This is the first time we have ever been able to match birth records with kindergarten entry records.

### **CDCC Member Updates**

Taylor Drake shared she went to a Des Moines school board meeting where a board member is trying to raise funds to start up a new preschool classroom. She learned that funding for preschool is not received until after the first year, so they are trying to raise \$200,000 dollars to fund the first year. She was surprised at the cost of funding a classroom. Kimberly Villotti asked Taylor to have the board member doing the fund raisers to reach out to her and she could share some information about funding the first year.

Judy Russell shared the Iowa Head Start Association has elections in October and several members will be rotating off the Board.

Lora Patton shared that they were just finishing their first year of the new DHS contract. They have been working with spot checkers and licensing consultants to assist programs with areas of need. CCR&R is doing specific outreach to those programs, but programs can still choose not to engage. However, they had about 85% engagement with the outreach. They are the entry point for registration of home child care sites now and it seems to have been successful. Registrants go online and the application then goes to CCR&R to do the outreach to the provider and walk them through the steps. As an example, they received 500 applications from Region 4 and 80 percent have been completed successfully. This is a positive change to the many applications that used to get started and never finished. New this year, they are working with a contract holder to offer a trauma-informed training. It can be offered through CCR&R and count towards QRS. Each of the five regions will have a training in this area. There is an initial day of training and then four more to become a trainer; there is a one-day training for participants.

Erin Clancy shared that the interim director for DHS is the current Director of Iowa Public Health. DHS is writing the formal competitive bid for the wrap-around services. This is used by some Shared Visions programs to offer additional time/services. Wrap-around can extend Head Start, Shared Visions, Early Childhood Special Education, and Title 1 preschools. DHS is also going to be training users on how to use the new training registry in August and September, and after if needed. They are anticipating a roll-out of the new system in October. DHS is having a federal visit in August. Several outside entities were invited, and Kimberly Villotti was invited to sit in on an open session. They

will visit for 3 days to review the state's policies, rules and procedures, as well as observe the state's implementation practices related to the state's implementation plan. This year the Office of Childcare has chosen eleven specific CCDF topics to review in their monitoring process.

Julie Allison shared the federal visit will be August 20-22, 2019. They were asked to submit all polices on eleven specific topic areas. This has been completed and they have been conducting planning calls. At the end of the review, they will not offer information but will send results afterwards. Regarding the state plan, there were only four areas of non-compliance out of 240 total. As of July 1, 2019, there is only one left to address. Iowa Quality for Kids is the redesign of our QRIS system and a workgroup has been working on this for 5 years. Rollout was planned for October, but we will now develop an IT system to support the work, so it will be a little longer wait.

Carla Peterson shared she is working with the family support home visiting programs through MIECHV and doing evaluations. A lot of the work relates to professional development and using the data. She also shared they are staying active in the Iowa Child Abuse Conference with presentations.

Kimberly Villotti shared the vacant consultant position supporting Shared Visions for the Department will be posted soon. She also shared the Department of Education holds the contract with Teaching Strategies for the GOLD assessment, which is a required assessment for Shared Visions grantees as well as other entities in the state. There is an annual process of negotiating and there is an implementation fee for the Department, as the state agency, and a subscription fee at a reduced rate for users in the field. This year it is proposed to offer a set fee for a number of years with the benefit being a continual contract and annual renewal. Our fee as a state agency will remain consistent. The local fees will be maintained at the current portfolio price for this year, which is \$10.45. We anticipate this will increase, as we have had this same price since we began contracting with Teaching Strategies in 2012.

#### **INFORMATION/DISCUSSION Item:**

##### **Initial Planning for use of CDCC Funding – Staff Development and/or Program Evaluation**

- The purpose of this item is to meet the request of the Council for discussing this topic earlier in the grant year to allow sufficient time for planning how to use the funds (\$5000 for staff development and/or program evaluation of the preschool Program). This money is part of a budget line that has a specific identified purpose. The funding used for the one-time reimbursements discussed earlier is from another budget line that offers a little more flexibility. Additional approval would be needed to use these funds in combination with the \$5000. After a short discussion and request for Amy to pull some data related to professional development out of the FY20 renewal applications, the Council decided to continue the discussion at the next meeting.

**Lunch Break** The council broke for lunch at 12:05 and began again at 12:45.

**\*Shift to the FY21 competitive grant work**

#### **INFORMATION/DISCUSSION Item**

##### **FY21 Shared Visions Preschool Application/Scoring Rubric**

- The Council used their working folders containing all handouts and information needed for the grant work. They discussed all highlighted areas within the preschool scoring rubric. The highlights indicated which sections and questions needed reviewed. They also reviewed edits and changes that were made based on the previous meeting's feedback and decisions. Amy will embed all the feedback and bring a draft for review to the September meeting.

#### **INFORMATION/DISCUSSION Item**

##### **Agenda Items for Next Meeting (see dates below)**

- Review minutes for May and July
- Review FY21 Preschool Application/Scoring Rubric (minor edits) in anticipation for approval in November
- Review FY21 Parent Support Application/Scoring Rubric
- Draft CDCC Annual Report to Governor
- CDCC Funds and Review of PD data

Amy reminded the Council of the meeting date change in September and asked anyone to contact her if there would be changes in plans to attend.

#### **Adjourn**

The meeting was adjourned at 3:00.

#### **Future CDCC Meeting Dates/Times (Updated)**

**(Grimes Building, B50, 10:00am—3:00pm unless otherwise noted)**

##### **2019 - 2020**

- September 10, 2019
- November 8, 2019
- January 8, 2020
- February 26, 2020
- April 29, 2020
- July 8, 2020 (conference call, 10:00am-12:00pm)

##### **2020 - 2021**

- July 8, 2020 (10:00am – 12:00pm via conference call)