

Child Development Coordinating Council Minutes

November 8, 2019
Grimes State Office Building, B50
400 E. 14th Street
Des Moines, Iowa 50319
10:00 am – 3:00 pm

Meeting Attendance

Voting Members Present: Erin Clancy, Carla Peterson, Rae Miller, Beth Van Meeteren, Kimberly Villotti, Julie Allison, Taylor Drake (arrived at 11:30), PJ West (stepped out from 11:30-12:30)

Voting Members Absent: Pam Elwood

Non-Voting Members Present: Lora Patton

Non-Voting Members Absent: Tom Rendon, Vacant Position

Staff to Council: Amy Stegeman

Staff to Council Absent: Vacant Position

Secretary Absent: Gloria Hamilton

INFORMATION/DISCUSSION Item:

Welcome and Roll Call

Kimberly Villotti welcomed everyone and asked the group to do introductions. Kimberly then provided an update on the request for an ECSE representative from the AEA.

ACTION Item:

Meeting Minutes

Kimberly Villotti asked the Council to review the September 10, 2019 meeting minutes and offer any needed edits. PJ West made a motion to approve the minutes for September 10, 2019. Carla Peterson seconded the motion to approve. The motion passed unanimously.

Public Comments: None

ACTION Item:

CDCC Annual Report to the Governor

Amy described the two versions of the annual report. One copy is the final version in the format determined by the Council. The second is an accessible version developed by the Department's communications team. Amy shared that any documents posted on the Department website must meet requirements for accessibility. The communications team used the Council's reporting format and worked to maintain as much of it as possible.

The Council reviewed the accessible version and listed some changes or edits to be made to maintain the impact of the report, such as highlighting an area or using a bold print.

The Council discussed using the original for any printing requests and using the accessible version for the web page posting.

Rae Miller moved to approve the Annual Report to the Governor with the suggested edits. Erin Clancy seconded it and the motion passed unanimously.

ACTION Item:

Redistribution of FY20 Shared Visions Preschool Grant Funds

Amy reminded the Council about the unexpended dollars from one grantee in FY19. These funds were deducted from the grant and now need redistributed for FY20. It was determined that the redistribution of funds is a Council decision. While the funds must go out as grant dollars to preschool grantees, how this is done needs to be determined. Amy offered a few options for consideration. The Council decided they would like to offer grantees the option to accept or deny any additional funds. It would be a minimum of \$156.56 if all grantees chose to accept the additional funds. They decided grantees should be made aware of the requirement to submit a budget amendment in Iowa Grants if they chose to accept the additional funds. Once all responses are received, the funds can be redistributed. If no response is received, the Department will reach out to offer a reminder. The Council determined an online survey would work best so responses could be tracked and sorted easily. Erin Clancy moved to approve the method for the redistribution of funds. PJ West seconded it and the motion passed unanimously.

ACTION Item:

CDCC Policy Regarding Child Assessment and Student Identification Numbers

The Council received a copy of the current policy with a few suggested updates. Amy explained the updates were needed to ensure accurate information is made available to interested applicants and new award recipients in FY21 as some of the information was outdated. After discussion, the Council offered edits for moving one of the questions related to requirements for grantees and blending two of the other questions which cover the associated costs.

Carla Peterson made a motion to approve the policy with the suggested edits. Julie Allison seconded the motion and the motion passed unanimously.

INFORMATION/DISCUSSION Item:

Discuss options for planning future use of CDCC Funds of \$5000

Kimberly Villotti offered a summary of the conversations with IHSA and IAEYC to collaborate regarding staff development opportunities. Two options have been identified related to trauma-informed care, which was identified by preschool grantees as a need for professional development and learning. One opportunity will occur in January through IHSA and one is yet to be scheduled, but it will be before the end of April. The second opportunity would be through a contract with IAEYC. She also shared that more funds (in addition to the \$5000) were approved for reimbursement to support grantees attendance. This allows the ability to offer \$100 per person as reimbursement with a plan to support a maximum of 300 people if all Shared Visions Preschool staff (teachers, assistant teachers, administration) could attend. Council members agreed the path described for using funds meets the desire of the Council and the current needs described by grantees.

Kimberly also shared that future opportunities are being discussed with one option being to collaborate with IAEYC for the annual Fall Institute. There was discussion as to whether this would need to wait until the second year of the coming 5-year cycle due to new grantees coming on this fall. The Council discussed how it could possibly start in year one since grantees for FY21 will be known by early March. The Council decided more discussions can occur at future meetings to determine exactly how those funds

can be used, such as for a speaker or as reimbursement for attendance of grantees. It is an option to also consider putting in a proposal for additional dollars to support attendance as the Council expressed a desire to increase access to the institute. They also discussed how it may also be helpful to ask grantees what they'd like to see at the Fall Institute, so the information can be used to plan and schedule accordingly.

INFORMATION/DISCUSSION Item:

Preschool Program Updates

Amy shared that second quarter payments have been processed. Also, a waiver request will not be necessary at this time for the grantee who had expressed a possible issue with NAEYC Accreditation. The appeal they submitted to NAEYC was acknowledged and a revisit was granted. The grantee had their accreditation extended and they will remain accredited through the revisit process. They have been given a six month visit window.

Parent Support Updates

Amy shared that second quarter payments have been processed. Also, a group has formed to discuss and plan related to the state-wide data system that the parent support programs use (DAISEY). Conversations currently are aligned to whether the data system is continuing to meet our needs and if any adjustments are needed.

Early Childhood Iowa Update

Kimberly Villotti provided an update on the work related to the PDG grant and the development of the renewal application which will request \$10 million each year for a total of three years. Funding would support activities developed within the strategic plan as informed by the needs assessment. Three activities will be supported to include maximizing parent choice, sharing best practices, and improving quality. This funding supports different systems to work together. Kimberly stated she will send a link for Amy to forward to the Council and she will plan to offer an update on the status of the PDG grant at the January meeting.

CDCC Member Updates

Erin Clancy shared the Iowa Department of Human Services is working on the new IPS (Iowa Professional Workforce Registry). There have been some issues with the emails coming from the registry system. If contacts are not occurring as expected, individuals should let Erin know. She also shared there are a couple of webinars coming up soon for training organizations that offer professional development to people in early learning and school-age care. Lastly, she stated they are working on the wrap-around grant cycle as it is on same timeline as the Shared Visions Preschool grant.

Rae Miller shared information regarding the child health specialty clinics stating one of the child psychiatrists is retiring from the Carroll area.

Carla Peterson shared that IAEYC is sponsoring a film viewing titled No Small Matter. She will send Amy information that can be forwarded to all Council members. Also, Mary Louise Hemmeter is coming to ISU in the spring and Carla will send dates to all once they are confirmed.

Julie Allison mentioned that child care has been a topic lately across the state (child care assistance, child care deserts, professional development of child care providers).

She mentioned that the new director started November 1, 2019.

Taylor Drake stated that Head Start is beginning to provide the services of the grant awarded for mental health (Project Launch) and she will serve on that board. She also shared that Des Moines schools has a coffee with legislators scheduled on Saturday, November 16 and she plans to attend to share the perspective of a parent. Lastly, she mentioned she had attended a parent leadership meeting through Head Start and learned about Caucus for Kids.

Lora Patton stated CCR&R is working in several communities with a child care crisis and working with unregistered providers to go through the steps necessary to be registered. They are also trying to recruit child care workers (home and center staff), as well as partnering with IAIEYC to support working towards a CDA. She also mentioned they are waiting for the new QRIS, but still trying to get people engaged in the current system and find the monetary stipend is motivating.

Beth Van Meeteren stated child development teachers are starting to do more cross-collaboration between the regent's centers. She mentioned a policy on early STEM education is coming out in January, 2020 and there will be revisions continuing. They were also asked to serve on a national impact team for STEM for inclusive practices which will be in December. Lastly, she mentioned they will be going to state leadership team meetings which will offer a full system perspective.

Kimberly Villotti stated work continues to finalize the Teaching Strategies contract. Also, the directors of special education are planning to identify someone to fill the vacant role on the Council and anticipate having this done for spring. She also shared that there were two interviews conducted for the vacant consultant role for Shared Visions at the Department. They are in the process of checking references and if an offer will be made, they will still need to work around contracts and timelines. If an offer is not made, the position may be re-opened in February.

PJ West stepped out for a work commitment and will return at 12:30. No update provided.

Lunch Break

The Council broke for lunch at 12:10 PM and began again at 1:00 PM.

ACTION Item:

Preschool Application and Scoring Rubric

The Council reviewed the information and qualifications for reviewers of the preschool applications. There was discussion related to how reviewers will be recruited and trained for this work.

The Council then reviewed the preschool scoring rubric and application forms in Iowa Grants and suggested a few minor edits.

Erin Clancy made a motion to approve the application forms, scoring rubric, and procedures as established by the Council and with the few suggested edits. Rae Miller seconded the motion and the motion passed unanimously.

Next, the Council discussed the upcoming date for the release of the application. PJ West made a motion to announce through public notice the opening of the application

period and to make application forms available on November 15, 2019. Carla Peterson seconded the motion and the motion passed unanimously.

INFORMATION/DISCUSSION Item:

Parent Support Application and Scoring Rubric

The Council reviewed a draft of the parent support scoring rubric and related forms which contained all the suggested edits made during the last meeting. Through discussion of requirements for parent support programs in Iowa and a review of Chapter 67, more suggestions and edits were made which will be drafted for review at the January meeting.

INFORMATION/DISCUSSION Item:

Agenda Items for Next Meeting

The following were identified as agenda items for the next meeting:

- Draft of questions for the survey or feedback form to be used for the staff development opportunities
- Review final draft of the Parent Support application and scoring rubric
- Approval of the Parent Support Application and Scoring Rubric to include a recommendation to announce the opening of an application period
- Review language in code and administrative rule for awarding grants
- Review the final draft of the assessment and ID policy; determine if changes are needed after finalization of the Teaching Strategies contract

Adjourn

Erin Clancy made the motion to adjourn the meeting at 3:00 pm. Rae Miller seconded the motion and the motion passed unanimously.

Future Council meeting dates: (Grimes Building, B50, 10:00am—3:00pm)

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