

Child Development Coordinating Council Minutes

January 8, 2020
Grimes State Office Building, B50
400 E. 14th Street
Des Moines, Iowa 50319
10:00 am – 1:30 pm

Meeting Attendance

Voting Members Present: Erin Clancy, Rae Miller, Kimberly Villotti, Julie Allison (left at 11:40 AM), PJ West, Taylor Drake (present via Zoom from 11:10 – 11:40)

Voting Members Absent: Pam Elwood, Carla Peterson, Beth Van Meeteren

Non-Voting Members Present: Ashley Harvey, Lora Patton (left at 11:51 AM)

Non-Voting Members Absent: Tom Rendon, Judy Russell

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 and asked the group to do introductions. Kimberly introduced a new member, Ashley Harvey from Grant Wood AEA, who represents ECSE. Ashley serves 11 school districts in her AEA as well as classrooms involved in the SDI (specially designed instruction) work for preschool. Grant Wood is located near the Iowa City and Cedar Rapids areas.

Everyone introduced themselves and one retirement was announced; Rae Miller will retire in August 2020.

ACTION Item:

Meeting Minutes

Kimberly Villotti asked the Council to review the November 8, 2019 meeting minutes and offer any needed edits. Due to lack of quorum at the start of the meeting, approval of the minutes was moved to the next meeting.

Public Comments: None

INFORMATION/DISCUSSION Item:

CDCC Policy Regarding Child Assessment and Student Identification Numbers

Amy provided copies of the policy which had been recently finalized to include all the CDCC feedback from the November meeting. The Council reviewed the document and determined to table any further discussion until the contract with Teaching Strategies has been finalized. At that time they will determine if any changes are needed to the wording of the policy.

INFORMATION/DISCUSSION Item:

Use of CDCC Funds (\$5000)

Kimberly offered an update on the two professional development opportunities related to trauma-informed care being supported with this funding. She also shared that a flyer had been sent to grantees offering the dates and registration information.

She reminded the group that any Shared Visions Preschool staff member (teaching staff or administrator) who participates can be reimbursed up to \$100.

Next, Kimberly provided a draft of the survey questions/feedback form to be used at the professional development session. She asked Council members to review and offer suggestions or edits for the feedback form. After a brief discussion, some ideas and feedback were suggested, and Kimberly agreed to finalize the survey for use at both sessions (one in January and the second in February).

ACTION Item:

Parent Support Application and Scoring Rubric

At this time Kimberly suggested we move the action item related to the parent support application to be the next agenda item; this was to ensure it could be addressed while quorum was present.

The Council reviewed the scoring rubric and made a final decision on how to collect program and service information. After continued review and short discussion, Erin Clancy made a motion to approve the parent support application and scoring rubric with the suggested edits, as well as the associated forms and procedures as established by the Council. Rae Miller seconded the motion. The motion passed unanimously.

Lunch Break

The Council broke for lunch at 11:50 am and reconvened at 1:00 pm.

INFORMATION/DISCUSSION Item:

Preschool Program Updates

Amy shared the following updates related to the Shared Visions Preschool Program:

- Mid-year budget reports were released in late December with a due date of January 31st. These were initially implemented during year 2 of this 5-year grant cycle to assist grantees with utilizing all funds and planning accordingly.
- Third quarter payments were scheduled to have been released the first week in January.
- The survey regarding the redistribution of FY20 grant funds was sent and all responses were received after a few reminders. Out of the 66 grants, all but 8 of the grantees indicated a desire to receive the additional funds. The funding was divided amongst those interested and the total received by each would be approximately \$178. This amount will be added to the fourth quarter payment and all grantees have been notified of the need to make the budget modification in Iowa Grants. New budgets will be approved to ensure all grant funds are distributed.
- The FY21 application was released as proposed by the Council on 11/15/19. As of December 24th, there were 61 applications started in the Iowa Grants system; 9 of those are from new organizations (those not currently a grantee). Many questions have been received and they are all being addressed in a publicly posted FAQ on the web page. Also posted is a series of three webinars that covers related laws and legislation, program requirements, and how to submit an application, find supporting documents, and how to use Iowa Grants.

- At our next meeting in February, final scores from the preschool applications will be brought forward for CDCC review and final decisions/approval of grant awards.

Parent Support Updates

Amy shared the following updates related to the Shared Visions Parent Support Program:

- Mid-year budget reports were released in late December with a due date of January 31st. These were initially implemented during year 2 of this 5-year grant cycle to assist grantees with utilizing all funds and planning accordingly.
- Third quarter payments were scheduled to have been released the first week in January.

Early Childhood Iowa Update

Kimberly shared that Iowa was not awarded the renewal for the PDG grant. However, the work has been motivating as movement is shown as a system and through the development of partnerships. The strategic plan is still moving forward as is the integrated data system work. The steering committee has been talking about coaching opportunities and other ways to keep the work moving.

CDCC Member Updates

Erin Clancy shared the Department of Human Services will soon be rolling out I-PoWR (Iowa Professional Workforce Registry). Training information will follow the staff member when transitioning to new positions or organizations. There are 30,000 active users in the system. In addition, Erin shared the wrap-around grants are available and due in February.

Kimberly Villotti provided an update on the open Shared Visions consultant position, as well as the EC-PBIS consultant who will be working to connect to K-12 social-emotional work. She also shared that the Teaching Strategies contract is not final yet, Tom Rendon is retiring, and legislative session is starting. It is anticipated that some proposals will be related to early childhood.

PJ West shared that they have a new division director, Nalo Johnson. The Bureau of Family Health has two needs assessments occurring and coordination is occurring as possible. The MIECHV applications were due yesterday; the same communities or counties were identified, but anyone within those areas could apply. They have received 7 applications. Regarding HOPES Healthy Families of Iowa, the counties to serve are identified in code. For this reason, it was suggested code be reviewed so the counties wouldn't always be the same. This was accepted, and they are hoping the needs assessment information can be used to determine where the most need exists within the state.

Rae Miller shared in relation to Child Health Specialty Clinics (13 regions across Iowa now), all family navigators have completed a credential and will maintain that certification. It helps professionalize the parents and is a commitment with continuing education credits being needed every two years. In addition, changes with Iowa Total Care could impact the medical coverage and care of students.

No other updates were offered.

INFORMATION/DISCUSSION Item:

Review language in code and administrative rule for awarding grants

It was decided to address this agenda item at the next meeting as it will support the work related to awarding preschool grants and understanding the Council's role and authority with the work. It will be added to the February agenda.

INFORMATION/DISCUSSION Item:

Agenda Items for Next Meeting

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

- Final approval and award of preschool grants
- Approval of November and January minutes
- Review of code language
- Review assessment policy

Adjourn

Erin Clancy made the motion to adjourn the meeting at 1:30 pm since all work tasks were complete. Rae Miller seconded the motion and the motion passed unanimously.

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

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