

Child Development Coordinating Council (CDCC) Minutes

Meeting Date: July 8, 2020

Meeting Time: 10:00 a.m. – 12:00 p.m.

Meeting held via Zoom due to COVID-19

Meeting Attendance

Voting Members Present: Julie Allison (Joined at 11:00 a.m.), Erin Clancy, Taylor Drake, Ashley Harvey, Tonya Krueger (attended to assist with transitioning into a voting member role), Rae Miller, Carla Peterson, Beth Van Meeteren, Kimberly Villotti, and PJ West

Non-Voting Members Present: Lora Patton

Non-Voting Members Absent: None (Two Vacant Positions)

Staff to Council: Amy Stegeman and Marianne Rodrigues

Administrative Assistant: Gloria Hamilton

Information/Discussion Item

Welcome and Roll Call

Chairperson Kimberly Villotti called the meeting to order. Kimberly reminded the Council that the purpose of this meeting is to share updates and information. No action items are present on the agenda.

Marianne Rodrigues, a Consultant with the Iowa Department of Education (Department), was introduced to the Council. She is new to the Shared Visions role and will transition to serve as the main contact for the Council. She will also take the lead on facilitating future Council meetings.

Kimberly welcomed the Council attendees and asked the attendees to introduce themselves.

Information/Discussion Item

Review April 2020 Meeting Minutes

Council attendees were asked to review the April meeting minutes and offer any edits or corrections. No edits or corrections were suggested. Final approval will occur at the September meeting.

Public Comment: None

Information/Discussion Item

Transitions and Membership

Vacancies on the Council currently include three non-voting positions:

- Head Start Director – Request was sent to Iowa Head Start Association; currently waiting for response.
- Area Education Agencies (AEA) representative for Early Childhood Special Education (ECSE) – Request forwarded; currently waiting for response.
 - It was noted that Ashely Harvey started in this role and has moved into a voting role as an AEA representative for Early Childhood. This transition has left the position of the AEA representative for ECSE open.
- Iowa Head Start State Collaboration Office – This job opening has not been posted, but it is anticipated that it will be posted soon.

Rae Miller is retiring next month. Tonya Krueger will be filling the role of the University of Iowa representative to the Council.

Information/Discussion Item

Results of Chairperson and Vice Chairperson Election

The new Chair and Vice Chair to the Council will assume their roles in September 2020. Kimberly Villotti thanked the Council members for responding to the election survey. For the 2020–2021 and 2021–2022 grant years, Taylor Drake will serve as the Chairperson, and PJ West will serve as the Vice Chairperson.

Amy Stegeman and Marianne Rodrigues will work with Taylor Drake and PJ West to help prepare them for their new roles. Appreciation was expressed to Kimberly Villotti and Rae Miller, who served as Vice Chair, for their leadership roles serving the Council.

Information/Discussion Item

Requests for Reconsideration and FY21 Awards

Preschool Program: Two requests for reconsideration were submitted after the FY21 preschool grant awards were announced. The Director of the Department of Education responded to both requests with a decision of denial. Forty-nine approved applications were awarded.

Parent Support Program: No requests for reconsideration were received in response to the award notifications for the FY21 parent support grant awards. Five approved applications were awarded.

The state appropriation was passed as status quo and signed by the Governor last week. Amy Stegeman and Marianne Rodrigues worked with their Iowa Department of Education colleague Tim Glenn to apply the percentages of funding approved by the Council in order to finalize the grant award amounts.

Amy Stegeman and Marianne Rodrigues communicated the final grant amounts with the awarded grantees and requested updates be made in Iowa Grants to ensure the final grant award is accurately represented in the approved budget. As a result, every awarded applicant, both preschool and parent support, will need to submit an updated budget page in Iowa Grants to reflect the final grant award. Some applications were noted as having errors that needed correcting (e.g., wrong item selected from drop-down menu, error in number of reported hours or children served, budget categories not within the budget limitations). These errors will also be corrected in Iowa Grants at this time.

Information/Discussion Item

Use of CDCC Funds for Staff Development/Program Evaluation

As a reminder, \$5,000 was held from the preschool portion of the Shared Visions state appropriation. This amount has been approved for use by the Council to support staff development and/or program evaluation.

Historically, these monies have been used to support the cost of the state license with Teaching Strategies, Inc. GOLD® assessment as approved and recommended by the Council. When not used for this purpose, the Council must determine an alternate use for the funds. It was noted that the Council already approved the use of FY21 funds to support attendance and/or presenters at the Iowa Association for the Education of Young Children (IAEYC) Fall Institute.

Kimberly Villotti shared additional information regarding the IAEYC Fall Institute. At this time, IAEYC is sending out a survey to presenters regarding their thoughts on a virtual institute, face-to-face institute, or whether the event should be cancelled due to COVID-19.

Discussion centered on what would happen to the money if the IAEYC Fall Institute was cancelled. The Council discussed their previous decision and agreed that this money could still be used to support the cost of the state license with Teaching Strategies, Inc.

If the IAEYC holds the Fall Institute virtually, there will still be an incurred cost for presenters. In this case, the Council could still use the funds to support presenters for the Fall Institute.

Discussion on this topic will continue at the September meeting.

Information/Discussion Item

Updates

Preschool Program Updates: FY20 grantees will be submitting year-end reports in Iowa Grants by August 4, 2020. To support FY21 grantees, orientation webinars are being developed. Information outlining the program requirements will also be sent to the grantees. All payments for FY20 have been sent. The first quarter payments are anticipated to be processed this week.

Parent Support Updates: FY20 grantees will be submitting year-end reports in Iowa Grants by August 4, 2020. All other data will be pulled out the Data Application and Integration Solutions for the Early Years (DAISEY) system, which is the statewide data system for family support programs. Information on changes to awarded grantees for FY21 has been communicated with those who manage DAISEY. This will allow access changes to be altered as needed.

To support FY21 grantees, orientation webinars are being developed. Information outlining the program requirements will also be sent to the grantees. All FY20 payments have been sent.

The first quarter payments are anticipated to be processed this week. In addition, discussion around guidance for state-funded family support programs will continue with Janet Horras. The current guidance allows teleconferencing as a method of delivering services. This is in place until the end of July. It will then be revisited to determine the next steps, with consideration being given to an extension.

Kimberly Villotti shared that she will be attending a meeting with Janet Horras at the end of the week to gather more information.

Early Childhood Iowa Update: Kimberly Villotti noted that the [Equity Guidance Principal Document](#) has been reviewed and shared. It was approved at the June ECI State Board meeting. In addition, many items discussed have been related to COVID-19 and services provided through family support programs. The State Board meeting resulted in the approval of some flexibility with the budgets. Overall, there is a tremendous amount of work occurring across the various task groups of ECI.

Erin Clancy provided an update on ECI's professional development executive committee that met in May. They worked on coaching competencies and quality measures. She also mentioned that they are editing the existing guidance on how to know if a professional development organization is a quality organization. These teams are starting to meet monthly.

CDCC Member Updates: Council members offered the following program updates:

- **PJ West** provided information related to family visits. A tentative work group consisting of around 20 people has been formed and will meet on Fridays. Janet Horras has put together a rough draft of the guidance on returning to in-person visits, although there is no set date. When there is a return date, plenty of notice will be given. Planning is also being done for return visits/screening.
- **Taylor Drake** shared that they are waiting for the new Drake University Head Start Director to be announced. She reminded the Council that she was involved in the hiring process earlier this year.
- **Lora Patton** stated that Child Care Resource and Referral (CCR&R), in partnership with the Department of Human Services (DHS), has spent a lot of time getting needed supplies sent out to childcare programs. They have been supporting childcare programs with funding from the Cares Act and applying grant monies that can help support childcare programs as needed. In addition, she shared that CCR&R is partnering with other agencies to connect providers with needed resources, especially when they have COVID-19 exposures. She also stated that CCR&R is holding virtual visits rather than in-person visits.
- **Julie Allison** commented that good partnerships and strong collaborations have been very beneficial to the field. She also shared that Director Clabaugh of the Iowa Department of Public Health has retired. Kelly Garcia, the Director of the Iowa Department of Human Services, will serve as interim director. Julie Allison also stated that policy changes were made on July 1, changing the infant toddler age qualification from under the age of two to under the age of three. This allows child care providers to qualify for higher rates for children under the age of three.

Julie Allison also informed the Council about changes related to child care assistance that will allow more people to remain eligible. She stated that regulatory workers are going back into childcare homes and childcare centers as they have been provided with PPE and are calling ahead of time. In addition, Iowa Quality for Kids (IQ4K) is continuing to be developed, and DHS has issued online guidance for childcare. Julie Allison also summarized the receipt of a \$32 million CARES package, which states that DHS has put together a plan for how to spend the money. The plan can be found on the [DHS website](#).

Some of the funding strategies include the following:

- A basic monthly stipend of \$2,000 for licensed centers and \$500 for registered homes
 - An add-on to the basic monthly stipend of \$2,000 for licensed centers and \$500 for registered homes for those providing essential employees a 25% discount
 - Rejuvenation grants of \$1,500 for licensed centers and \$600 for registered homes to help providers who are currently closed be able to reopen
 - Reimbursing providers for Child Care Assistance (CCA) family co-pays
- **Erin Clancy** shared that the new registry system, i-PoWeR, is going well. The IQ4K system is working with DHS's licensing and registration system and will pull information from other systems. The five-year wrap-around child care grants will start September 1 for the 2021 period. There are 14 grantees working on contract requirements.
 - **Ashley Harvey** commented that her AEA identified different phases for re-opening. They are looking at the local health department recommendations and are currently in Phase 2. Phase 3, which will possibly start in August, will include being able to perform home visits again. The starting date for this phase will be revisited as needed. AEA Early Childhood consultants are trying to become more familiar with the Return-to-Learn Plan and the preschool recommendations. Ashley also shared the [Transforming Challenging Behavior](#) website, which offers a conference on challenging behaviors.
 - **Carla Peterson** discussed preparing student teachers on how to work with children during the pandemic. She indicated that there are some good things that will come out of this preparation. She also shared the [National Council on Family Relations](#) website.
 - **Rae Miller** shared some of the current statistics at the University of Iowa. They have had twelve COVID-19 pediatric patients. The University of Iowa has also been financially impacted due to COVID-19. Some employees will take unpaid leave or give back vacation time. Employees that make the most money will give back the most time. University of Iowa employees are working remotely, but some are still working on campus and face-to-face. Those that are working on campus and face-to-face are wearing face masks and face shields. She noted that the Iowa legislature was interested in telehealth services and that there was a bill for telehealth parity, but the bill did not pass.
 - **Beth Van Meeteren** discussed how difficult the coursework looks in the field during COVID-19. She noted that science method courses with grades K-3 need to be hands-on, so this has been really challenging.

Beth Van Meeteren also noted that the University of Northern Iowa (UNI) has been working on a book perspective of early STEM for teachers. In addition, they have written a Department of Defense grant. She has been asked to collaborate on a grant proposal with the University of Toledo. Beth also shared a [link](#) to math games on the UNI website, stating this is a great way for preschool teachers to practice math with students without flashcards.

- **Kimberly Villotti** discussed the new Department hiring updates that included Marianne Rodrigues for Shared Visions and Melanie Reese for the SEBH/EC-PBIS position. Tom Rendon's retirement left the Head Start State Collaboration Office Coordinator position open, and it is anticipated that this position will be filled soon. Kimberly also shared that the Department has a [Return-to-Learn guidance site](#), which offers a variety of resources and information to support districts as they plan for the beginning of the school year.

Kimberly Villotti gave a legislative update, stating that the budget for Shared Visions moved forward as status quo. However, it is possible that there could be a mid-year reduction due to variability in state revenue due to COVID-19. Kimberly and the Early Childhood team at the Department will be watching this closely. Lastly, Kimberly shared that she had a legislative data request come in recently, which indicates that legislative committees are still looking at topics related to program/services costs and the state budget.

Information/Discussion Item

Agenda Items for Next Meeting (See Dates Below)

The following items were identified as agenda items for the September 2020 meeting:

- Draft of CDCC Annual Report to the Governor
- Review By-Laws and Plan for 2020–2021
- Discuss \$5,000 held by CDCC for program evaluation and/or staff development (if not used to support the state license with Teaching Strategies, Inc.)
- Approval of April and July meeting minutes

Kimberly Villotti adjourned the meeting at 12:00 p.m.

Future CDCC Meeting Dates/Times

All future meetings will be held at the Grimes Building in room B50 from 10:00 a.m. – 3:00 p.m. unless otherwise noted.

- September 23, 2020
- November 13, 2020
- February 11, 2021
- April 21, 2021