

Child Development Coordinating Council (CDCC) Minutes

Meeting Date: July 14, 2022

Meeting Time: 10:00 a.m. – 12:00 p.m.

Meeting held via Zoom

Voting Members Present: Julie Allison (left at 11:45 a.m.), Jess Burger, Erin Clancy, Taylor Drake, Heather Rouse, Beth Van Meeteren, Kimberly Villotti, and PJ West

Voting Members Absent: Tonya Krueger

Non-Voting Members Present: Monica Garner, Julie Lang

Non-Voting Members Absent: Ami Leath, Teri Orr

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.

Jess Burger was introduced to the Council. She has replaced Melissa Grennan and will be representing Area Education Agencies as a voting member to the Council.

PJ West welcomed the Council members and asked them to introduce themselves and their organizations/representation on the Council.

Public Comment: None

INFORMATION/DISCUSSION ITEM

Review and Discuss Vice-Chair Form Results

PJ West reminded the Council that a form was sent in early May asking if any member was interested in the vice-chair position. One member volunteered for the position. PJ informed the Council that a voting form will be sent to members before the September meeting and asked members to complete the ballot. PJ stated that voting results would be announced at the September CDCC meeting. The elected person will serve as vice-chair for two years, then transition to chair of the CDCC for an additional two years.

INFORMATION/DISCUSSION ITEM

CDCC Orientation Meeting

PJ West stated a form with three dates to choose from for the orientation meeting will be sent to members in July. A meeting invite with the fall date that is picked by the majority will be sent to members.

INFORMATION/DISCUSSION ITEM

CDCC Board Handbook

PJ West stated a draft CDCC Board Handbook was being developed and asked Marianne Rodrigues to provide a brief summary of the contents.

Marianne stated an example of the CDCC Board Handbook would be available to preview at the September meeting. Based on the April CDCC meeting's discussion around member orientation, the handbook will include the following content: Iowa Code and Administrative Rule, Robert's Rules specific to the CDCC, By-Laws, early childhood definitions, and acronyms. Discussion included the desire for the handbook to be updated as needed.

INFORMATION/DISCUSSION ITEM

Preschool and Parent Support Updates

- Legislative Update/State Appropriation
 - Marianne Rodrigues shared the status of the FY23 state appropriation stating it has been signed into law. The funding for Shared Visions Preschool and Parent Support Grantees remains the same as the previous year. She then shared links to the [Shared Visions Preschool](#) and [Parent Support](#) web pages where members can view FY23 grant awards as well as other program information.
- Legislative Funding Change
 - Amy Stegeman shared the passage of HF2575, Iowa Code 279.51 was amended with the following new subsection:
*DIVISION VI
PROGRAMS FOR AT-RISK CHILDREN
Sec. 15. Section 279.51, Code 2022, is amended by adding the following new subsection:
NEW SUBSECTION. 3A. Notwithstanding section 8.33, moneys appropriated in this section that remain unencumbered or unobligated at the close of the fiscal year shall not revert but shall remain available for expenditure for the purposes designated.
Sec. 16. EFFECTIVE DATE. This division of this Act, being deemed of immediate importance, takes effect upon enactment.*
She explained this new subsection means funds not expended during a grant year will remain available and carryover to the next grant year. The funds must be used to support allowable grant expenses and the Act is effective immediately. Therefore, any unspent FY22 grant funds are to remain with the local grantee and will not need to be sent back to the Department.
She continued to clarify that any funds carried over from a previous grant year will need to be spent before the next grant award funding. Additionally, carryover funds will need to be accounted for and reported separately. She stated that staff are working with the finance team and administration to develop any additional guidance that will need to be provided in the future.
- Renewal Applications/Year End Reports
 - Amy Stegeman reported that renewal applications have been received and most have been reviewed and approved. FY23 Shared Visions Grants will soon be underway in Iowa Grants. Year-end reports from FY22 are due in early August. The reports will be reviewed upon submission and data will be analyzed to ensure it is accurate. It will then be used to inform the Council's Annual Report to the Governor.

- Annual Report Template
 - Marianne Rodrigues communicated the FY22 Annual Report will be drafted on a similar template as the prior year. The draft report will be ready to review by Council members in September.
- Shared Visions Class Ratio
 - Marianne Rodrigues shared recent communication that was sent to programs licensed by the Iowa Department of Human Services which outlined changes in allowable classroom ratios due to recent legislation. The modifications to classroom ratio requirements for DHS child care licensing differ from the requirement set forth in Iowa Code 256A.3(4)(a), which governs Shared Visions programs.
 - A reminder was communicated to Shared Visions grantees June 21 to clarify that the requirement to maintain a ratio of one adult for every eight children within classrooms funded by the Shared Visions grant remains unchanged.
- Approved Waiver
 - Amy Stegeman gave an update on the approved waiver for Ottumwa CSD. A letter communicating the approval of the waiver for the grantee to move from Head Start Program Performance Standards (HSPPS) to National Association for the Education of Young Children (NAEYC) Standards and Accreditation was sent to the district superintendent and school board president after the Council meeting. Results of the meeting were shared with the Department administration.
 - The letter included the conditions as stated at the April 2022 Council meeting. Since that time, with the submission of the renewal application for FY23, the grantee has uploaded evidence of current NAEYC Accreditation (expiration date of December 2022), outlined the plan to hire family service workers through the district to maintain the services as written in the original grant, and is establishing a preschool advisory committee in lieu of the HS policy council.
 - The grantee has indicated 10 classrooms, each serving 12 children funded by the grant, will maintain the expected number of children to receive services. Department staff will continue to gather information to be presented to the Council per the conditions of the waiver. This will include evidence of the successful renewal of NAEYC accreditation.
- NIEER
 - Marianne Rodrigues shared that The State of Preschool survey released by the [National Institute for Early Education Research](#) (NIEER) provides an in-depth look at state-funded education for 3- and 4- year-olds nationally and in each state with a focus on enrollment, spending, and 10 policies that support quality education. [Iowa's specific report](#) for FY21 outlines the two state-funded preschool programs: Shared Visions and the Statewide Voluntary Preschool Program. Marianne will email the report link to the Council as an attachment following the meeting.
- University of Iowa Data Analysis
 - Marianne Rodrigues gave an update on working with the University of Iowa this past spring to continue an analysis of the Shared Visions grantees' goals and progress updates shared in the year-end reports. Marianne reminded the Council of the goal to use this analysis to help determine if effective strategies are being used to gather information about program goals, if the right questions in Iowa Grants are being asked, if reporting options should be altered, and other similar determinations. The University of Iowa data analysis has been completed and results will be shared with the Council in September.

Early Childhood Iowa (ECI) Update

Heather Rouse shared that work is underway to update the 2019 Statewide Needs Assessment. To this end, a state-wide comprehensive family survey with 2,000 families responding was completed. Results were reported to the ECI Stakeholders Alliance in May. The full report will be released in the next few weeks. Also, ECI is hosting a strategic planning session in mid-August. Data from the Shared Visions Annual Report will be part of the data used in session discussion, with the idea that a new ECI Strategic Plan will be developed, vetted, and rolled out before the end of 2022.

Kimberly Villotti said that running parallel to the ECI Strategic Plan, state agencies and other entities that receive federal updates have been notified of the potential of another preschool development grant opportunity. More information will be shared as it is available. Kimberly added that ECI and Iowa Workforce Development recently released updates on the shared services efforts since the Governor convened a childcare task force. Information related to this can be found on the [ECI web page](#).

Erin Clancy gave an update on the ECI early learning professional component group. Work within the group has focused on a dissemination process for all the ECI documents providing recommendations on professional development. The group members are in the process of adopting the NAEYC teacher competencies. Also, there will be an Iowa Early Learning Standards group that will meet regularly to begin work on the next edition. In addition, a coaching competencies tool kit will be constructed. The group is also meeting to determine recommendations for equity training.

Monica Garner said the ECI Positive Behavior Interventions and Supports (PBIS) group has focused on systems work. The June retreat focused on membership representation of the workgroups. Also, the annual plan was moved to a five-year plan.

Member Updates

Julie Allison shared that due to guidance from the Governor's Child Care Task Force, there is more funding for T.E.A.C.H. and WAGE\$ statewide, as well as rolling out the Iowa Quality 4 Kids (IQ4K) initiative that includes increasing bonus amounts. DHS is working with Iowa Workforce Development to develop Child Care Challenge grants designed to increase childcare slots in Iowa as well as recruit and retain staff through bonus initiatives. Stabilization grants have been going to regulated child care providers.

Julie went on to say DHS works alongside ECI on the Shared Services Project. This includes a system update that shares how providers will have the opportunity to utilize the Child Care Management System for their own financial business model. In other areas, a co-design team has been meeting for six months. This team has been developing what shared services will look like in Iowa. A report from this team will be coming out in the future. Also, there has been a decrease in home child care providers, but centers have stayed solid. Overall, there has been an increase in child care slots. Julie mentioned that DHS and ECI are going through an alignment. In addition, DHS is going through a Federal Review.

Beth Van Meeteren shared they are getting a lot of calls regarding openings for graduating teachers in early childhood, especially for early childhood special education. Also, they are working with teachers who are concerned about the dangers of an academic-focused preschool

program. Their focus is on folding in literacy and STEM experiences at the same time, how they are reciprocal parts of the curriculum, and that teachers don't have to give up one for the other. Beth added that the center has just completed work with the Tennessee Early Childhood Training Alliance focusing on infant/toddler STEM curricula. She also shared they have had two books published on the subject of infant/toddler STEM and a third book will be published this fall.

Monica Garner gave an update on funds pulled forward from the Head Start Collaboration Office. Some of the funds are going to the Head Start Association for professional development. This past month Head Start was awarded an Early Head Start state project pilot. This pilot will fill the gap for resources and partnerships. MATURA was one recipient that was awarded this grant. It gives staff the opportunity to pay attention to partnerships and look at gathering baseline data, as well as how to leverage this for future opportunities. Also, the Childhood Lead Advisory Workgroup on lead awareness is having an event in August and Monica has been asked to do a 30 minute presentation on lead mitigation.

Kimberly Villotti shared that the Department is experiencing tasks associated with the end of the fiscal year. There has been a lot of federal assistance offered to school districts through the Department of Education, which has been a heavy lift for the Department. The bulk of legislative action for early childhood was related to the Department of Human Services. Lastly, the Department has gone through some restructuring and has a new Bureau of Early Childhood.

Erin Clancy shared the close alignment of wrap-around grants to the Shared Visions grants. The end of their fiscal year is June 30 and the new fiscal year starts July 1.

Heather Rouse shared that, in partnership with ECI Needs Assessment, I2D2 has several reports that will be coming out at the end of the month. The Iowa Data Drive (dashboard) will be released within the next week. I2D2 received funds through the legislature this year, which will help solidify processes that I2D2 has in place. In addition, one of the things talked about with state partners and stakeholders is the possibility of an annual State of Early Childhood Report. Lastly, a [case study](#) published by The Office of Planning, Research and Evaluation recently highlighted I2D2 on May 17, 2022.

PJ West sent an update via email which stated, "The Iowa Dept of Health and Department of Human Services are merging into the Department of Health and Human Services. The actual transition will take upwards of a year. There is an all staff (IDPH/DHS) town hall meeting on July 29th that will likely provide more details about the staff member level of detail for tables of organization, etc. It should let people know where all staff members will 'land'. More information is to come. For now, staff are operating as is. Also, MIECHV is up for reauthorization. This will be a focus of discussions at both the federal and local level. Senator Grassley's staffer came to Iowa to visit with a couple of MIECHV programs, home visitors and families in June. Senator Grassley's team is scheduling a visit for him with Iowa MIECHV family support programming sometime between July and September. More information will be shared as it is available. Lastly, MIECHV has expanded into two new at-risk communities using the evidence-based Parents as Teachers programming. As of July 1, MIECHV is contracting with Webster County Health Department and Marshall Counties Child Abuse Prevention program. MIECHV staff are excited to have them on board!"

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. PJ asked members to consider the big picture of the communication circles in which each member participates and encouraged targeted and efficient communication. Also, PJ requested that, if possible, each member continue to come with updates to each Council meeting.

INFORMATION/DISCUSSION ITEM

Agenda Items for Next Meeting

PJ reviewed the following items to be considered as agenda items for the next meeting:

- Review and action on April 2022 and July 2022 meeting minutes
- Review and action on Vice-Chair voting results
- Review Duty #5, University of Iowa study results of analysis and program evaluation goals
- Review draft of the CDCC FY22 Annual Report to the Governor
- Review draft of the CDCC Board Handbook

The group then added the following items to the list of future agenda items:

- Review legislative changes
- Iowa AEYC Fall Institute update

PJ West adjourned the meeting at 12:00 p.m.

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.

- September 22, 2022
- November 17, 2022
- February 23, 2023
- April 27, 2023