



**EHS Governing Board Meeting**  
**Wednesday, October 16, 2019, 12:00pm-1:30pm**

**Agenda**

- 1. Call to Order / Attendance/Introductions** – Chairperson
  - a. Meeting called to order at 12:05**
  - b. Attendance:** John, Cindy, Kristin, Ty, Elsa, Jenn, Tim, Brooke, Karen, Teresa
  
- 2. Agenda for Approval** – Chairperson – See Attached
  - a. Switch items 4 and 6**  
**Action – Vote to Approve (Amended) October Agenda**  
**Motioned: Kristin**  
**Seconded:**  
**Opposed: None**  
**Approved**
  
- 3. Minutes for Approval** – Chairperson – See Attached  
**Action – Vote to Approve August meeting minutes**  
**Motioned: Kristin**  
**Seconded: John**  
**Opposed: None**  
**Approved**
  
- 4. Financial Briefing**
  - a. EHS Monthly Financial Review** – Mandy Potts
    - Just started Aug. 1<sup>st</sup> for EHS1; only had 1.5 months of spending. Spent \$279,000 for two months. Normal. We did get supplemental funding, which is included in this (but have until July 31<sup>st</sup> to spend)
    - Original grant is EHS1, new grant is EHS2
    - EHS2-began in March; not a lot of activity, but now that we're staffed and are signing partners this is moving forward faster now
    - Have \$300,000 to spend in start-up funding for EHS2. Have to have all funds committed by Feb. 29<sup>th</sup> 2019
    - We are under-spent. Will be discussing how to spend extra funding, and may let us expand the carry over for 6 months. Will hopefully have plan to spend by next meeting. Anticipate about \$400,000 leftover
    - NFS cash-92% to our goal. Should meet goal in the next 3 months.

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- At 103% of NFS non-cash (in-kind)
- b. NFS Fundraising Update – Brooke Shellhorn
  - Kettering (\$20,000, General Operating)
  - Google Grants Challenge (up to \$100,000, general operating)
  - Received Packard Grant (\$20,000)

**Action – Vote to Approve Fundraising Approach**

Motioned: Kristin

Seconded: Cindy

Opposed: None

Approved

## 5. EHS Management Report

a. Program Director's Report – Tim Garcia

- May have been contacted recently about participation in ACF's roundtable about improving access to high quality child care (department of health and human services). Holding these around the country; there happens to be one in Aurora. Taking place on October 28<sup>th</sup>. Hopefully we will be able to hear from people who participated next meeting.
  - Local ACF office in Denver asked ELV to help recruit people to participate; they asked today to have Tim, Ty, and Jenn to facilitate (they will). Update to come

b. Across both grants, we have 37 partners. As of today, we have 29 on grant 1, and 8 on grant 2

- All new sites on Grant 1 are in Mesa and Pueblo Counties. Do not expect to add any more for this program year
  - Pueblo: Erica Cisneros and Southside 2
  - Mesa: Little Blossoms ELC (new site, just opened), Little Imaginations ELC (new site; Brittany Hasemann-moving from home child care to center. Opening doors in November), Landmark Christian Preschool
- Grant 2: Three centers in Arapahoe, 4 sites in Adams (2 centers and 2 homes), 1 home in Morgan
  - Expect 4-6 more sites to join
- Went to 0-3 conference in early October (Ty, Tim, Jenn, and Judy)-did poster session on Shared Services for providers in EHS. Got lots of traffic and exposure. Do typically budget for management to attend 1 national conference per year and hope to join with presentation (which we did)

c. Note-we still need to increase board membership to include representatives

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from Adams and Morgan counties. If you have any recommendations, please let us know!

d. Family Engagement Review – Jennifer García Rosendo

- We have been fully enrolled since December 2015. Unfortunately, we were not fully enrolled as of August/September. A big part of this is because we had 5 programs (3 very large) not resigning, lost lots of slots. End of September→CCS in Mesa county closed (also a large program). Been a challenge to enroll fully. (44-66 slots were lost). New signings will help. Hopefully November 1<sup>st</sup> we will be fully enrolled
  - Enrollment today: 226 (grant 1)
  - Grant 2: on track to be fully enrolled by Dec. 1<sup>st</sup>. (have 71 children currently)
- We received the conscious discipline grant from the CHF→all our staff will receive formal conscious discipline trainings, and will be able to lead trainings for parents and teachers in their community. Will strengthen home-school connection

a. Early Education & Child Development Review – Ty Johnson

- Great collaboration between staff-experienced and new
- Facilitated one curriculum and assessment trainings in Arapahoe last month. Training this month for Western Slope teachers
  - Focusing on what it is to implement curriculum and what it means to do developmental assessments of children
- Toddler CLASS certification→about 70% of ELV staff certified. Still have 3 other staff to take certification
- Trying to plan additional trainings for staff to make sure they have the certifications they need

b. Comprehensive Services Review – Karen Melott

- In the middle of screenings at new sites
- Completed quick trainings for staff to use hearing machines to have hearing screenings completed
- Health and Safety trainings going on this month

c. Leadership Development Review – Elsa Sackett

- Developed and implemented surveys to inform training plans; about 2/3 of site leaderships completed surveys
  - Leadership office hours opportunity to check-in with issues. Starting this week
- Budget, using curriculum, and strengthening businesses (train the trainer) to begin
- Start-up funding for Grant 2 is going to Aim4Excellence, will include specialists and site leadership (spring)
- Teacher retention percentage will change between meetings with center in Mesa closing

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- EHS partnership orientation developed with client support team

## 6. New Business-Tim

- i. EHSCCP Grant 2 Continuation Application Note-these aren't the full application, but the program goals and the budget are what the whole application is based on
  - ii. Continuation application-what we submit during the 5 year grant term for years 2-5. This is for year to for Adams, Arapahoe, and Morgan county. (Will be due Dec. 1<sup>st</sup> every year for the 5-year term)
  - iii. Program goals have not changed; not changing anything in implementation
    - Progress and outcomes are the significant changes in the application
    - Are still in a learning phase with our new partners; are just starting up
    - Projecting a little over 2% for cost of living
  - iv. Due December 1<sup>st</sup>; New program year begins March 1<sup>st</sup>
  - v. Kristin→assuming we have our partners?
    - Yes (management report); we have 8 partners on new grant at this time that have EHS enrollment; 3 centers in Arapahoe, 2 centers and 2 homes in Adams county, and one home in Morgan. Expect to add 4 more partners. Not likely to have any centers in Morgan County
      - 71/110 enrolled so far. Goal to be fully enrolled by December 1.
- i. **Action: Vote on Continuation Application**
    - **Motioned: Cindy**
    - **Seconded: Kristin**
    - **Opposed: None**
    - **Approved**
  - b. EHSCCP Grant Applications for South Carolina
    - i. Noticed that OHS forecasted almost 200 funding opportunities. We found a few opportunities for ELV, South Carolina is one of them
    - ii. We have a partnership with the Palmetto Shared Services Alliance in South Carolina-they do maintain a shared services network similar to ELV in CO. They are willing to be an implementation partner. We would be the grantee and oversee the program, but PSSA would implement the grant
      - We would write with a focus on providers in the PSSA membership network
      - Staff would be hired by PSSA
      - Set the same 3 program goals because it will be the same model, with similar measurable objectives
      - PSSA only have 2.5 FTE; would need to lend some capacity and add capacity
    - iii. Program goals are consistent with our goals in CO but adjusted to reflect more of the culture in SC

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- iv. Application due November 12<sup>th</sup>, but start date wouldn't be until July 2020
  - v. 160 infants and toddlers/families in SC for a total \$1992400 federal dollars
  - vi. Judy and Tim visited PSSA in Early September
  - vii. Kristin→PSSA is a shared services alliance, but they're not using ELV?
    - Originally connected with through national shared services network. They hold the resource platform license for South Carolina (CCA Global for Social Good), but they do not use CORE. They're looking to add CORE as another tier of membership to what they already have
      - What do you see for extra personnel here-what would their role be?
        - Operations capacity (operations manager or a grant coordinator, or both) to add administrative capacity (i.e. more continuation applications and more coordination and follow up with OHS→different regional offices. May have another tier of specialist role
        - Local fundraising person in SC to make connections
  - viii. **Action: Vote on application for South Carolina**
    - **Motioned: Cindy**
    - **Seconded: Teresa**
    - **Opposed: None**
    - **Approved**
- c. Head Start Application for Garfield, Mesa and Pueblo Counties
- i. Kristin→if there are already organizations that are successfully implementing EHS/HS, why do they not approach them and ask if they would like more monies?
    - They have to follow their procedures and open up to a competitive process
  - ii. Would be Head Start services (not EHS) for children ages 3-5. Writing with your approval as a partnership model but for preschool age rather than infants and toddlers. Will hopefully allow for continuity of care. Would still expect to be an integrated model (head start and non-head start children together in the classrooms). Would love to do it in all 6 counties, but these are the only 3 counties where the grant was available.
  - iii. For 110 eligible children and families, because we would like to focus the capacity in our current EHS-CCP sites
  - iv. Particularly would be center-based, but can be offered to family child care homes
  - v. \$1,204,450 federal request
  - vi. Would be on the same timeline as SC
  - vii. Note: most recent average cost for HS start services showed

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- \$7,200 per child per year; this has \$10,000 per child per year
- viii. However, this average is from 2014 and likely averaged in part-time programming.
  - Our application also included full-day/year round tuition when layered with CCAP, which will hopefully make our application more competitive as well
- ix. **Action- Vote on Head Start Applications (approved spelling changes)**
  - **Motioned: Kristin**
  - **Seconded: Cindy**
  - **Opposed: None**
  - **Approved**

## 7. Training

- a. Governance Orientation Plan - Jennifer Garcia Rosendo
  - No training; are required by HS performance standards to provide annual orientation to governance members. Will likely be in December. Typically for PC, but are inviting board this year
  - Will be about an hour of orientation (ELV history, HS history, how OHS sees program governance, etiquette, parliamentary procedure.)→move to PC meeting to see a meeting while still fresh in your mind
  - Jenn will send out doodle poll per email to see what works best. All are welcome to participate
    - Do not need to but are welcome

## 8. Adjournment – Chairperson

- a. **Motioned:** Kristin
- b. **Seconded:** John
- c. **Meeting adjourned at 1:32**

X DocuSigned by:  
*Tim E. Garcia*  
7631594219F0412... 10/16/2019

Tim Garcia  
EHS Director

X DocuSigned by:  
*John Goetz*  
50692520048E493... 10/17/2019

John Goetz  
EHS Governing Board Chair