EHS Governing Board Meeting  
Wednesday, August 21, 2019, 12:00pm-1:30pm

Agenda

1. Call to Order / Attendance/Introductions – Chairperson  
   a. Meeting called to order at 12:04
   b. Attendance: Cindy, John, Karen, Mandy, Tim, Jenn, Ty, Judy, Elsa, Brooke, Dale, Sue, Melissa, Laura

2. Agenda for Approval – Chairperson – See Attached
   Action – Vote to Approve August Agenda
   Correction (Tim) September 16 is not the next meeting, it is October 16

   Motioned: Dale
   Seconded: Cindy
   Opposed: 
   Approved

3. Minutes for Approval – Chairperson – See Attached
   Action – Vote to Approve June meeting minutes

   Motioned: Dale
   Seconded: Laura
   Opposed: 
   Approved

4. Financial Briefing
   a. EHS Monthly Financial Review – Mandy Potts, NFP
      • End of program year; just finished on July 31. Starting new program year for grant 1
      • Actuals for federal: overspent by about $50,000. Planned overspend as we plan to move costs to NFS at end of year. We did raise enough to cover. Projected $20,000 overspent
      • Half of the expected over
      • NFS in-kind met
         • Finding ways to get expenses in-kind and making sure we’re being mindful about spending
      • Cash-need is lower; increases in-kind NFS cash we need
      • Exceeded In-kind need by $20,000 but will be more
         • Met all objectives
      • October-will review 2 budget reports. Will reporting on EHS 1

   Next Meeting: September 18th, 2019
   CIG – 18 Inverness Place East – Englewood, CO 80112
and EHS 2

- Will start enrolling/spending in next few months
  - Have 2 NFS to track, but are not required to meet NFS in grant 2 in the first year of implementation
- Questions?

b. NFS Fundraising Update – **Brooke Shellhorn**
(Packard Foundation for Pueblo, Future Bound, Delta Dental, AJL Charitable, Denver Active 20-30, Buell, Goodwin, BOK Financial, Kettering, Deloitte, Junior Service League)

b. Packard: $20,000 for coaching in Pueblo; site visit scheduled for end of August. Currently receive funding from them
c. Future Bound Acceleration Lab: looked to scale an organization’s innovative ideas through funding. Applied for ELV’s national expansion efforts; did not receive
d. Delta Dental: hopefully will replace HOPP, with oral health programming. Applied for $300,000 across 3 years; $100,000 for each year. Site visit scheduled for early September
e. AJL Charitable: LOI submitted for $15,000 for general operating
f. Denver Active 20-30 Children’s Foundation: submitted application for $30,000 for general operating
g. Buell: Asked for $132,000 for FCCH home networks-facility improvements that would enable providers to become or maintain their child care license. Was just notified that we did not receive
h. Goodwin: $30,000 for general operating; denied
i. BOK Financial: LOI put on hold due to more pressing grant applications to submit

Action – Vote to Approve Fundraising Approach
Motioned: Laura
Seconded: Cindy
Opposed:
Approved

5. EHS Management Report
a. Program Director’s Report – Tim Garcia
- Were awarded 2 federal grants since last meeting
- COLA for grant 2 and supplemental funding for grant 1 (address health and safety/program improvement; bring in $130,000; project in whole is $175,000 for NFS match and is all year)
  - COLA can run simultaneously with start-up
- Mandy-over $300,000 between start-up funding and supplemental funding we just got
- We have 30 active EHS-CCP agreements between both grants
- Expect to get to range of 40-44 partners
  - 25 on grant 1
  - 5 on grant 2
- Recently were notified that OHS is forecasting new grant
opportunities in CO. Anticipating 170 new opportunities to be released on Sept. 4
  • Exploring capacity to see if we can apply of them
    • We’re looking at 25 closely to see if this is a realistic opportunity
    • Only 3 of these are EHS-CCP specifically
    • Speculation is that the majority of these are competition grants
  • Program Dashboard-working with Judy and Mandy to produce (more targeted)
  • Note on teacher retention: this is going off retention starting with the calendar year (Jan. 1, 2019) and will reset on Jan 1 2020
  • Also: number will be adjusted to reflect contracts that were not renewed for new program year

b. Family Engagement Review – Jennifer Garcia Rosendo
  • Family Partnership Agreements-80% would have one (is our goal)
  • As of July, 74% of our families have an established goal
  • Other data:
    • HV: 86.4 of all required HV were completed
    • PTC: 74.8% of all required PTC were completed
    • EHS overview report: 192 enrolled families (lower than 240 slots)
      • As of Monday, we enroll 209 children
      • Have served 250 children in the last 30 days, so we are technically fully enrolled
        • 12 enrolled in grant 2

c. Early Education & Child Development Review – Ty Johnson
  • Establishment/reestablishment of TLC across counties
  • Seeing growth and increase in teaching practices
  • Have modified quantity of TLC questions with intentional follow-up on the months off
  • Previously running 8 sessions
    • Now we are running 6 sessions moving forward and will complete assessments at the end
    • Sessions begin in Sept/Oct
    • Focus on practice-based coaching model
    • Utilize internal capacity-offering in-house CLASS training certification for 7 team members (will happen early Sept. at HQ)
      • Same with creative curriculum/teaching strategies; training offered to teachers and specialists, facilitated by Kelly Esch
  • Continue to utilize Creative Curriculum and TSG with new grant
  • Dashboard (child outcomes): 85% of children show that they are meeting objectives based on their peers
  • Our rating is higher than the national average (68% was the last seen national average)

d. Comprehensive Services Review – Karen Melott
  • New contracts, new agreements, and new MOU’S for new

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contract year

- Getting ready to move forward with annual screenings
- Working on getting these established in new counties
- Sue: we talk about the spillover to all children in EHS partnership sites?
  - When screenings are done, is it just EHS children being screened, or are all children?
    - Depends on county and who our partnership is with (i.e. Arapahoe will screen all kids for dental)
    - Want to explore working with partners who are willing to have all children at child care site screened
  - Judy→goal is to screen as many children as possible; there are resource constraints, but we do hope
    - We do track these numbers-will try to put that number on the dashboard
  - Dashboard→community→% of children served with IFSP
    - Goal was to serve 10%; we did meet. Working to figure out ways to increase the number of children served
  - Set goals at the beginning of the year relating to 5 program points
    - Goal itself will change year to year

e. Leadership Development Review – Elsa Sackett
- Teacher retention-good way to see how management practices are working
- Way to shift with partners not renewing
- Most of Elsa’s time has been familiarizing herself with CIP
- Will work to make sure sites are working towards the same goals we have
- In process of collecting data about where directors feel confidence-wise for operations at their sites

6. Training

Health & Safety – Karen Melott

See link in Brooke’s training

7. New Business
a. ERSEA Service Plan Update
   i. Homeless definition saved; selection of families changed
   - Now EVERYONE has to be approved by ELV leadership prior to enrollment (now the process is application submitted-sent to Jenn, Jenn approves, then they’ll be
eligible for enrollment)

- Prior to this, Jenn was the last step of the process
- Pg. 6-change of McKinney-Vinto act (last bullet on service plan
  - Migratory children are now considered homeless
  - Additionally - children who are informally being raised by their grandparents are considered unaccompanied youth (i.e. no court order stating grandparents as guardians)
- Priority given to families that fall below CO center on Law and Policy’s self-sufficiency guidelines
- Pg. 16-selection criteria (see highlighted portion)
- Final change
- Pg. 19 → we will use the findings of community assessment to determine the need of children experiencing homelessness or the need of foster care
- If we find this need, we will reserve the right to hold 3% of slots for homeless children and their families
- Particularly when new programs are starting we would likely reserving a few slots for families experiencing homelessness or children experiencing foster care based on the community assessment
- Melissa: if approved and they’re on TANF, are they eligible if they move their TANF and not on CCCAP
  - Performance standards: once a child is identified as eligible, it doesn’t change until they age out or stop attending and are gone for 45 days
  - We have been asked to not disenroll families per the loss of CCCAP (hence we have scholarship monies)

ii. Action: Vote on Service Plan
- Motioned: Laura
- Seconded: Melissa
- Opposed:
- Approved

b. Curriculum and Ongoing Assessment for EHSCCP 2
i. Would like approval to stick with creative curriculum and TSG as research-based curriculum and assessment tool for new grant
  - We are already in motion to using it in grant 1; staff and management are already trained, and we have relationships already with in-house experts
  - These tools are in alignment with EHS/HS and early learning outcomes framework and CO outlines for learning and development

ii. Action: Vote on curriculum and ongoing assessment
- Motioned: Cindy
- Seconded: Laura
- Opposed:
• Approved
  c. New Hires – Tim Garcia
    i. Board only responsible for HR policies, but not approving hiring
       • PC approves hires; no action to hire needed
    ii. Karen Melott-Health Services Manager
       • Previously in role with Mesa County Public Health Department; would make Karen a full time ELV staff member across all 6 counties in the role that she currently plays
       • Crucial that Karen is working towards Bachelor’s degree and that she stays on track with that
          • Upon hiring, Karen will have a PDP in place and a timeline for completion
       • Karen-brings depth of internal capacity for staff training
    iii. John: approves hiring

8. Adjournment – Chairperson
  a. Motioned: Cindy
  b. Meeting adjourned at 1:20

• Note: video capabilities coming soon

Tim Garcia
EHS Director

John Goetz
EHS Governing Board Chair