



**EHS Governing Board Meeting**  
**Wednesday, February 17, 2021, 12:00pm-1:30pm**

**Agenda**

- 1. Call to Order / Attendance/Introductions** – Chairperson
  - a. Meeting called to order at 12:02pm**
  - b. Attendance: Brooke, Tim, Ty, Elsa, Jenn, Judy, Karen, Kailee, John, Kristin, Sue, Kelly, Laura**
  - c. Introduce Kailee Smith – ELV Child Care Partnership Coordinator: Health & Safety – Tim Garcia**
  
- 2. Agenda for Approval** – Chairperson – See Attached  
**Action – Vote to Approve February Agenda**  
**Motioned: Sue**  
**Seconded: John**  
**Opposed: None**  
**Approved!**
  
- 3. Minutes for Approval** – Chairperson – See Attached  
**Action – Vote to Approve December meeting minutes**  
**Motioned: Kristin**  
**Seconded: Sue**  
**Opposed: None!**  
**Approved!**
  
- 4. Financial Briefing**
  - a. EHS Monthly Financial Review – Mandy Potts**
    - i. EHS1: Budget of \$3,394,000. Actual: \$1,277,00 to date. Benchmarks listed at bottom. We are halfway through the year for this grant. Spent 38% so far, so we are a bit underspent (trying to spend down previous EHS1 and COVID/supplemental projects)**
    - ii. EHS2: about 68% spent. One more month-closes Feb. 28<sup>th</sup>, but have extra 90 days to liquidate. Little underspent, but forecasted last month that we would have additional \$100k to spend down. We were able to quickly get that money out the door through grants to providers to help make up for revenue loss**
      - About \$100k each on EHS1 and EHS2**
    - iii. Don't foresee needing to submit waiver for NFS (in kind, we have the cash)**
  - b. NFS Fundraising Update – Brooke Shellhorn**
    - i. Buell Foundation-\$100k to fund EHS statewide and to offer Resource**

**Next Meeting:** April 21<sup>st</sup>, 2021

CIG – 18 Inverness Place East – Englewood, CO 80112



Platform and online webinars for free to all ECE organizations. Currently receive \$75k from them

- ii. Daniels Fund-\$50k to fund general ELV and EHS efforts (particularly COVID relief)
- iii. Kellogg Foundation-National Funder-\$100k to support general EHS services statewide. They have reached out and requested a meeting. Judy and Tim will be meeting with them on Wednesday
- iv. Pueblo Day Nursery Children's Foundation-\$5k to develop and send home developmentally and age appropriate take-home activities for Pueblo EHS children. Veronica, Judy, and I met with them last Friday. Decision will be made on Feb. 18<sup>th</sup>.
- v. Forward months:
  - Early Childhood Workforce Development Grant-ask to help increase site leadership's capacity for reflective practices in the workplace to help improve teacher wellness and retention rates
- vi. **Action – Vote to Approve Fundraising Approach**
  - **Motioned: Kristin**
  - **Seconded: John**
  - **Opposed: None!**
  - **Approved!**

## 5. EHS Management Report

- a. Program Director's Report – Tim Garcia
  - i. Last meeting with Brooke-moving to different position in another company
  - ii. Consolidation proposal received feedback and we are the first grantee in the 6-state region to apply for this, and it was approved! Will be effective in March, and essentially combines the fiscal years and enrollment in our grants. Will make re-application request much easier in the future
  - iii. FA2 federal review-anytime between now and Sept 2021, but was likely pushed back because of consolidation. At the earliest, we expect the 45-day notification by late-April/early May
    - This protocol informs our self-assessment process (some of whom are participating in)
- b. Family Engagement Review – Jennifer García Rosendo
  - i. Enrollment update was sent Friday last week; had 12 children on waitlist ready to enroll in grant 1-consolidation puts us in a really good position to remain fully enrolled. As of today, we were able to fully enroll on grant 1 (with 8 children ready to enroll). Grant 2-enrolled to 103 today (but if we had to report enrollment today we could report 108)
  - ii. Finished Conscious Discipline webinar series in January-had amazing data from pre-and-post tests (Confident supporting big emotions moved from 59% to 89.1%, Confident supporting

**Next Meeting:** April 21<sup>st</sup>, 2021

CIG – 18 Inverness Place East – Englewood, CO 80112



- children's social emotional development 61.4%-92.4%)
- Currently enrolling in self-paced course with access for the next 8 months. Currently have 118 participants (82 slots still available). Start new cohort every 12 weeks
- iii. Online waitlist application created. Also available in Spanish
- iv. Also working on translating documents (Home Visit form and Policy Council Recruitment materials- received PC recruitment info and HV in Spanish and working on Arabic
- v. Sue-question on dashboard-what is the barrier to having higher numbers of FPA?
  - Sometimes families aren't willing or the relationship with specialists isn't fully developed
    - Want to make sure it's nothing in the process or a form that is holding families back
- c. Leadership Development Review – Elsa Sackett
  - i. Developed exit interview to help target reasons for teacher turnover and address3
  - ii. Average COVID relief grant to centers was about \$15k and \$5k to homes-was able to have strong impact on programs (grants that Mandy mentioned)
  - iii. 2 meetings left in Aim4Excellence cohort
  - iv. Barb W. and Elsa are about to launch FCCH business series next week
  - v. Final report from outside evaluation group to come out by the end of this month (webinar at the end of December; is available on our website)
- d. Early Education & Child Development Review – Ty Johnson
  - i. Working to deliver coaching services and supports to sites virtually
    - Practicing using SWIVL devices which will help us have an in-person learning environment presence
  - ii. Continued support in making sure teachers participate in professional development.
    - Have multiple teachers waiting or in progress to get their CDA. Waiting for the Council for Professional Recognition to create a way to virtually approve the CDA. Once that is created, we will increase our number of qualified teachers and will be closer to our goal
- e. Health Services Review – Karen Melott
  - i. Kailee will be giving this in the future
  - ii. Not in sites and not screening children but are staying on top of families to make sure we are keeping kids healthy and are receiving appraisals and screenings
  - iii. Immunizations are looking very good across the program
  - iv. Recording trainings so that staff can review whenever they get hired

**Next Meeting:** April 21<sup>st</sup>, 2021

CIG – 18 Inverness Place East – Englewood, CO 80112



v. Going to start revamping health and safety checklist and training (including service plan-will go over later)

**6. New Business**

- a. Health & Safety Service Plan – Kailee Smith
- a. Page 14: change cereal to grain
- b. Pg. 23-tip-over prevention language
- c. Pg. 30-added emotional abuse to abuse and neglect
- d. Pg. 31-updating language to American Academy of Pediatrics
- e. Pg. 36-added language to toilet training process being in collaboration with the family
  - i. **Action: Vote to Approve Updated Service Plan**
    - **Motioned: Sue**
    - **Seconded: Kristin**
    - **Opposed: none**
    - **Approved!**

**7. Training**

- a. Governance Readiness Capacity - Tim García and Jennifer García Rosendo
  - i. Please see attachment

**8. Adjournment – Chairperson**

- a. **Motioned:** John
- b. **Seconded:** Sue
- c. **Opposed:** none
- d. **Meeting adjourned at 1:27pm**

X DocuSigned by:  
*Tim E. Garcia*  
7631594219F0412... 2/25/2021

Tim Garcia  
EHS Director

X DocuSigned by:  
*John Goetz*  
50692520048E493... 2/25/2021

John Goetz  
EHS Governing Board Chair