



EHS Governing Board Meeting Meeting Minutes

Wednesday, June 16, 2021
12:00 – 1:30 p.m.

I. Call to order – Chairperson

John Goetz called to order the EHS Governing Board Meeting at 12:00 p.m. on June 16, 2021.

II. Attendance

The following people were present:

John Goetz, Mary Gross, Kelly Clement, Laura Hazen, Melissa Schierland, Cindy Bernal, Kristin Habicht, Judy Williams, Tim Garcia, Ty Johnson, Elsa Sackett, Jennifer Garcia, Kailee Smith, Jennifer Hinderliter, Tracey McKinney

III. Introductions

Jennifer Hinderliter, ELV Strategic Development Manager
Tracey McKinney, ELV Staffed Network Specialist

IV. Approval of meeting agenda – Chairperson – See Attached

Action – Vote to approve June agenda

Motioned: Mary Gross

Seconded: Kelly Clement

Opposed: none

APPROVED

V. Approval of minutes from last meeting – Chairperson – See Attached

Action – Vote to approve April meeting minutes

Motioned: inadvertently omitted

Seconded: inadvertently omitted

Opposed: none

APPROVED as written

VI. FINANCIAL BRIEF

a) **EHS Monthly Financial Review** – Mandy Potts

(1) Tim provided review in Mandy's absence;

Next Meeting: August 18, 2021 | CIG – 18 Inverness Place East | Englewood, CO 80012



- (2) **EHS1:** finishing out last part of EHS1 grant. It closes July 31, 2021
- (3) 68% spent; should be 83%; partners haven't billed for past several months, so we expect that to increase.
- (4) Several supplemental projects going as well; will put us closer to the target; Believe we will have extra funds in the grant that we can reallocate
- (5) **EHS2:** Reconsolidated grant: reflects March – April 2021
- (6) Spent about 10%; should be 17-20%; still processing invoices and we have two years to spend it

b) **NFS Fundraising Update** – Jennifer Hinderliter;

- (1) Shared her grants calendar and is currently pursuing several opportunities to meet the NFS requirement
- (2) Submitted grant applications to Rocky Mountain Children's Alliance for \$7,500; El Pomar Foundation \$7,500; and White Foundation for \$10,000
- (3) Sent letters of interest to the Anschutz Foundation and Phillips Foundation to see if we are invited to submit applications

c) **ACTION** – Vote to approve fundraising approach

- (1) **Motioned:** inadvertently omitted
- (2) **Seconded:** inadvertently omitted
- (3) **Opposed:** none
- (4) **APPROVED** as stated

VII. EHS Management Report

a) **Program Director's Report** – Tim Garcia

- (1) New EHS Staffed Network Specialist: Tracey McKinney
- (2) Office of Head Start did not approve our expansion grant for Denver County and South Carolina. We will continue to pursue opportunities



- (3) We have a Federal Review coming up next week. It will be made up of 10 meetings and each will have data tours focusing each program area; will determine how well we are meeting OHS requirements
- (4) **Contract Renewals** are coming up in July; we will be meeting with the 40+ providers we have in six counties across the state; outlines our expectations for the partnership and listen to their expectations for the program as well.
- (5) Specialists work with partners; coordinators work with site leadership and work through the conditions of the contract
- (6) We will offer 7 month and 19 month contract lengths; this is something new that we are doing; so far, most providers have expressed interest in the 19-month contract, while about 20% have interest in the 7-month contract.
- (7) Reviews will be conducted using a hybrid approach; some will be done in person; others will be accomplished virtually

b) **Health & Safety Review – Kailee Smith**

- (1) We've been able to increase the screening rate over the past couple of months (April-May) for hearing, vision, dental, and developmental
- (2) Dental screening started being offered in June for Arapahoe, Morgan, and Adams counties
- (3) Mesa and Garfield have several hearing screenings schedule this week followed by dental next week
- (4) Pueblo will start at the end of June
- (5) We are focusing on getting this information updated in CORE so we can have accurate data to report to OHS.
- (6) **Docs by Phone:** we are going to pilot this project starting in August for EHS providers and their EHS Staff; will include medical and mental health. Mental health has 10 free sessions and medical is available 24/7 with board certified physicians answering the calls. Medication can be prescribed along with a Google map of the closest location and cost to have the script filled.



- c) **Family Engagement Review – Jennifer Garcia Rosendo**
- (1) We've hit full enrollment for the past 3 months; holding steady
 - (2) Excited to talk through enrollment in a pandemic with Office of Head Start (OHS)
 - (3) **Conscious Discipline:** we have 520 participants and still have four months to go
 - (a) Enrollment slowed down, so we are leveraging the rest of our network to increase participation
 - (4) **Family Interest Survey:** really showed topics that our families are interested in. Highlighted our program needs along with what we should focus on moving forward
 - (a) We had 14 responses (shared screen)
 - (b) Not many were interested in Policy Council; shows that we need to focus on marketing to increase participation
 - (c) Parents are interested in housing, not SNAP; 75% were interested in finances
 - (d) Gave us strong data to do some strategic planning around family services so we can become more intentional with the data we collect from families
- d) **Leadership Development Review – Elsa Sackett**
- (1) We are going to release four additional modules of our virtual business series for FCCH; no content just yet and no start date more details to follow
 - (2) **National Director credential graduation:** had a mix of center directors from Grant 2 with 13-14 in that graduation; we are looking at the ones coming up on their 5-year renewal and trying to determine a process for maintaining their credentials
 - (3) **Director Incentives:** this is our first year using the following criteria:
 - (a) Must maintain 75% teacher retention



- (b) 85% CORE usage of 7 specific features: child attendance, staff attendance, online enrollment, parent data update, immunizations, parent messaging (email, text, or kiosk), and parent portal
 - (c) Offered 100% Home Visits and Parent Teacher Conferences
 - (d) 1/3 of our directors met all of the criteria, 14 met 66% of the criteria; 2 or 3 met 33% of the criteria
- (4) **Communities of Practice:** we are looking to start this in the near future; would be every other month; provides a way to come together to share best practices and there will be a different theme for each meeting. More to come on this initiative
- e) **Early Education & Child Development Review – Ty Johnson**
- (1) The new Professional Development Information System (PDIS) is up and running as of June 14, 2021
<https://www.coloradoshinespdis.com/login>
 - (2) Currently 81% of our teachers are reflecting EHS qualified in CORE; we have 30% teacher in progress of earning their CDA or CDA equivalent
 - (3) We have written a joint proposal with the Denver Early Childhood Council for the Responsive Leader Project. This project aims to enhance mental health supports for children, teachers, and directors. The goal of the Project is to retain an engaged, healthy early childhood workforce by creating work environments and a supervision culture aligned to support teacher's mental health and feelings of self-efficacy. We hope to take a holistic approach to support building leadership skills to support educator wellness and effectiveness.
 - (4) Next checkpoint for child assessment in Teaching Strategies Gold is July 31, 2021.
 - (5) Beginning in July, we are taking a deeper dive into Transformational Coaching strategies. We want to continue supporting and advancing our coaching strategies to strengthen relationships between teachers, children, and families.



- (6) We had three (3) partner sites volunteer to be pilot sites to help support our Region VIII Training and Technical Assistance Team with observations of a new tool that gauges the level of teacher and child interactions. This will allow the learning environment observations to meet their certification deliverables. The tool is the Quality of Caregiver-Child Interactions for Infants and Toddlers (Q-CCIIT).

VIII. New business

- a) **ERSEA Service Plan & Selection Criteria** (see attached) – Jennifer Garcia Rosendo
- (1) Jenn shared the edited version of the ERSEA Service Plan & Selection Criteria. This is a project that has been in the works for the past few months and is something that we review annually. It aligns with our policies and procedures
- (a) We now have an online application available through the parent app
- (b) Specialists no longer have to fill out the application with the family. They may have to cover a few additional documents, but overall, it simplifies the process
- (c) Includes clarifying language around homelessness; many people don't see themselves as homeless, so we included a question that asks about their current housing situation. Creates a more respectful process
- (d) Provided clarifying language for same sex homes
- (e) Removed language with specific dates so we have more flexibility
- (f) **Selection Criteria:** there were significant changes in points allocated
1. Instead of families going through Part C services, families go through their own provider and we deem that as "informal services". Identifies child as a higher need.
 2. Points were increased for domestic violence and children exposed to alcohol and drug abuse



3. Families impacted by COVID; want to make sure we acknowledge trauma created by COVID

- (2) **Action:** Vote to approve updated ERSEA Service Plan & Selection Criteria
- (3) **Motioned:** none
- (4) **Seconded:** none
- (5) **Opposed:** Kelly and Mary
- (6) **DISAPPROVED:** board requested more time to review the changes; suggested that the edited version (without all of the red and comments) be sent to each person; gives them a chance to do their due diligence and suggested that they have an opportunity to review and vote within the upcoming week
- (7) Jenn will send out the material with a link to a Google form to determine whether we need another meeting.

b) **Self-Assessment Action Plan** (see attached) – Tim Garcia

- (1) Tim shared Excel document (screen share) – 13 short-term objectives based on assessment; align with our three overarching program goals for the program year
- (2) Split into six different content areas
- (3) 1302.101(a) Identify activities, language, and practices within the program or partnership; areas were highlighted in the spreadsheet for review
- (4) 1302.50-53—highlighted in the spreadsheet; wants to make sure they are clear and concrete as they tie to the objectives
- (5) Health program and services (1302.40-1302.47): that's pretty broad, so we had to narrow these strategies;
- (6) Clarify roles and responsibilities with community partners and staff
- (7) **Action:** Vote to approve self-assessment action plan
- (8) **Motioned:** inadvertently omitted
- (9) **Seconded:** inadvertently omitted



(10) Opposed: none

(11) APPROVED: as written

IX. Adjournment

John Goetz adjourned the meeting at 1:31 p.m.

Minutes submitted by: Tracey McKinney

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John Goetz
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Tim E. Garcia
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