



EHS Governing Board Meeting Minutes Wednesday, February 16, 2021 – 12:00-1:30 pm

I. Call to Order – Chairperson (5 minutes)

Tim Garcia called the meeting to order the EHS Governing Board Meeting at 12:02 p.m. on February 16, 2022.

II. Attendance

Board:

John Goetz (Chairperson)	Kelly Clement	Melissa Schierland
Kristin Habicht	Cindy Bernal	

ELV Staff:

Jennifer Hinderliter	Tracey McKinney	Kailee Smith
Tim Garcia	Jennifer Garcia Rosendo	Ty Johnson
Mandy Potts		

We have QUORUM

III. Agenda for Approval (February 2022) – Chairperson (See Attached) (5 minutes)

- We don't have as much new business; Policy Council we were not able to make it through the agenda, so we were not able to have a couple of items approved; they will have to be moved out to the April meeting.
- Request to add an agenda item; Kelly Clement has given notice that he will no longer be able to participate as June 1, 2022; he will have served 2 years at that point. Thank you very much for your support;
- We have to fill the vacancy with a new member who has accounting or fiscal management expertise;
- Shawna Jewell – we can review her as a candidate later in the meeting as long as this addition to the agenda is approved
- We needed someone who has familiarity, so we looked at Consolidated Investment Group for that
- She worked for CIG for 10 years and now has her own business; she expressed interest in serving on board; met with her on Friday after agenda was established/drafted. She sent resume yesterday.

Another update requested to the agenda today is that we do not conduct the training portion; that is a part of the shared governance responsibility; were planning on doing that in April.

A. Action – Vote to Approve December Agenda

B. **Motion:** Kristin Habicht approve revised agenda

C. **Second:** Melissa Schierland

D. **Opposed:** None.

E. **APPROVED**



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IV. Minutes for Approval – Chairperson – See Attached (5 minutes)

- A. Action – Vote to approve December 2021 Meeting Minutes
- B. Motion: Kristin Habicht
- C. Second: Kelly Clement
- D. Opposed. None.
- E. APPROVED

V. Financial Briefing (20 Minutes)

A. EHS Monthly Financial Review – Mandy Potts

- Consolidated budget – now adding EH1;
- As of December 31, 2021 we are at 74% -- two months left Jan-Feb; fully allocated and spend down to grant; in-kind and cash settled up
- Any questions?
- Current grant ends February 28, 2022; new grant starts March 1, 2022
- COVID money tracked separately; we have until March 31, 2023 to spend these dollars
- \$34,901 was spent on rent & utility relief to families; purchased miscellaneous supplies for PPE and gloves, etc.
- We offered \$295K in provider revenue relief; went directly to providers—applied for relief and had to answer questions; helpful to see what kind of losses across the board;
- On average, between \$4-7K given to homes; \$11-15K for centers
- Had Region VIII meeting; they suggested that due to fact we didn't spend all of our COVID money in 2020 (only a couple of months to spend it) that we should request a carryover for COVID dollars, so we did
- The Funding Team decided to purchase 10 of our SWIVL robots in 10 classrooms; we were able to get 50% discount; we had \$29,871 left over for COVID and voted to purchase the SWIVL robots;
- We have to spend the funds by February 20, 2022 or the funds permanently expire;

1. **Action: vote to approve carryover funds to purchase SWIVL robots**

2. **Motion:** Cindy Bernal spend funds as stated

3. **Second:** Kristin Habicht

4. **OPPOSED.** None

5. **APPROVED.**



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B. NFS Fundraising Update – Jennifer Hinderliter

- Grant funding that ends \$242,450 (more than we needed)
- Garden grant for particular center; reached out to see the status of the approval
- Two grants that were 2-3 year; funds set to come around again this year
- \$89, 500 already pending for this next grant year
- Off to a good start for the year

1. Action – Vote to approve fundraising approach

2. Motion: Melissa Schierland

3. Second: Cindy Bernal

4. Opposed: None

5. APPROVED

VI. EHS Management Report (30 Minutes)

A. Program Director's Report – Tim Garcia

- We had annual site visit January 28, 2022 with Region VIII; conducted by designated Representative, Anne Keire; Rochelle Jones was promoted and supervises those in Region VIII
- Left us wondering how the transition would go; we had some previous interactions; Anne is very supportive and tuned in to how we deliver services
- John, Kristin, Laura all participated in the meeting; appreciate your time
- Interviewed us as a management team; educational services
- Were scheduled to have an individual follow-up the following week; it was postponed, so I haven't had the opportunity yet;
- They usually alert us to priorities from Office of Head Start for the upcoming year
- We knew enrollment plans were not going back into effect even though we have been fully enrolled
- Next topic; enrollment and partnerships, in general; ending program year February 28, 2022
- As we approached end of year (2021), we found out about the OHS mask and vaccine requirements; we had a couple of partners terminate;
- Pueblo site: someone purchased the building and they were asked to franchise. They didn't want to do that, so they chose to let it go; closed doors January 24, 2022
- We usually have EHS partnership agreements that are approaching termination; we only had 5 of 42 that were up for renewal; we have been in meetings and negotiations; we have signed 3 of 5 contracts that were scheduled to terminate



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February 28, 2022;

- We have the rest of the meetings scheduled for next week with a concern that one of those partnerships will come to an end because of the new mask and vaccine mandates
- Policy Council asked for an update, so we can provide the board an update as well
- We are technically fully enrolled; Jennifer will talk more about in her FE update.

B. Family Engagement Review – Jennifer Garcia Rosendo

- As Tim mentioned, we have three partners that terminated; we currently have 312 enrolled and 57 who have dropped in the last 30 days; we can still report to OHS that we are fully enrolled
- You've heard me talk about Conscious Discipline over the last several years; we're excited to add two web courses; self-paced – parents, teachers, providers and community members can participate; I will follow up with an email for those of you who may be interested
- One module is Powers of Resilience; second time offering this course; provides tools for social emotional learning for **adults**
- As of today, 45 participants have signed up for that course; started advertising about 2 weeks ago
- Conscious Discipline; targeted to infants and toddlers; excited about that; 50 people have signed up as of today; excited they want to continue this offering
- Will be offering a couple of live zoom sessions later this year; didn't want to start with all four offerings—more to follow on that
- We are talking about doing a podcast; excited and scared, but ready to launch. Felt parents can access easier than webinar or Facebook Live. The podcasts will be specific to resources, statewide resources, social emotional support, activities they can do with their children; we have a lot of great ideas. There will be more details to come out shortly.
- **Kristin:** sounds exciting and wonderful
- **Jennifer:** If you know me, I'm always listening to podcast; So, someone else suggested podcast (instead of Facebook Live or webinars)

C. Early Education & Child Development Review – Ty Johnson

- We are continuing to get dates from our partnership sites related to CLASS observations; some sites are allowing our Specialists into their sites to do live observations; other sites are using the SWIVL devices;
- We have five so far that have been scheduled; this resource allows us to better support the learning environment and child-teacher interactions;



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- Goal was to have them two times per year before pandemic; additional robots that Mandy explained will help spread our virtual observations
- Staff in process of getting credentials and recertify in specific areas; three of our staff have Colorado state credentials; any training gets to count toward state Quality Rating;
- Expanded opportunity for us to continue to grow in collaboration with state partners; three of our Specialists have stepped up to share expertise working directly with our partners; excited to put ELV/EHS at the table; gives us another vehicle to put our sites at the table to help make change; director competencies will be discussed; in complete alignment with continuous improvement.

D. Leadership Development Review – Elsa Sackett

- Aim 4 Excellence renewals are complete; it's a national director certification; good for 5 years; 8 of 13 have already renewed; they do that through training or additional coursework through McCormick Institute for Early Childhood Leadership
- Internally, anyone who has supervisor responsibility has been participating in forums; Elsa coordinated with Life Labs to bring this training to our staff; five topics to support leadership capacity; we've completed three of the five.
- Continuing with the Communities of Practice (CoP) for our Family Childcare Homes (FCCH); topics are through All our Kin; they did six modules last year; now they've added four new ones; checking to see interest in ones who attended last year
- 34 Quality Improvement projects have been contracted this funding term; thanks to Specialists and Partner sites;
- These include enhancement or repair to grounds related to Health & Safety; once we have H & S addressed, we move to the enhancements.
- **KELLY:** CDC may relax mandates; is there any chance EHS follows suit and we retain programs as partners? **TIM:** We didn't close the door on the partnership and we can consider later down the road; they have the mask and vaccine added to performance standards; even if the requirement is lifted by CDC, the Office of Head Start would have to go back in to modify the performance standards that we have to adhere to; not to say it won't happen; we would have to wait until the standards are updated before we could make any adjustments.

E. Health & Safety Review – Kailee Smith

- I excluded 31 children in my review; there were no deadlines until February or March 2022; had some good increases; hearing and vision—94% for hearing, 93% for vision; Developmental remained the same.



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- We held multiple Health & Safety focus groups in January;
- Discussed the Health & Safety checklist and how to move forward with that; sent draft checklist sent out last week; gave participants two weeks to provide feedback;
- We will definitely make them into two separate checklists—one for FCCH and one for Centers; goal is to have ready by March 1, 2022
- We are going to start a Health & Safety Advisory Committee; first one will be in July and then twice a year after that; looking to community partners to join the Advisory Committee

TIM: One more thing I wanted to share with you is the dashboard; we want you to have an opportunity to comment and it wasn't shared in the attachments on the calendar invite, but we can send it out separately

VII. New Business (10 Minutes)

A. The Essential 0-5 Survey-Validation – Tim Garcia

- This is letter from Start Early; asking for our support to help with validation;
- Six Education Essentials used to measure organizational conditions:
 1. Effective Instructional Leaders
 2. Collaborative Teachers
 3. Involved Families
 4. Supportive Environment
 5. Ambitious Instruction
 6. Parent Voice
- We helped them to modify content in 2019 to shift from focusing on ages 3-5 to focusing on birth to 3 and make it relevant to infant/toddlers;
- They are asking for our help again; partners, parents, staff
- They used surveys & cognitive interviews last time; this time we will only be doing surveys;
- We would like to get your approval to participate;

1. **Action – Vote to Approve Participation**
2. **Motion:** John Goetz – continue to participate
3. **Second:** Cindy Bernal
4. **Opposed:** None
5. **APPROVED**



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B. AGENDA ITEM ADDED: Introduction of New Board Member (vote required)

- Kelly has been a board member for the past two years; thank you for donating your time, ideas, and support to ELV/EHS;
- **KELLY:** Thanks. It's been a pleasure to be a part of the board; Shawna, if approved, will do an excellent job
- **Action – Vote to Approve Shawna Jewell as New Board Member**
- **Motion:** Melissa Schierland
- **Second:** John Goetz
- **Opposed:** None
- **APPROVED**

TIM: We would like to open for discussion before we make a motion for adjournment.
<No questions or comments were made>

VII. AGENDA ITEM DELETED - Training (20 Minutes) – Moved to April Meeting Legal and Fiscal Responsibility Review – Tim Garcia

VIII. Adjournment – Chairperson Action – Vote to adjourn the board meeting

Motion: Cindy Bernal

Second: John Goetz

Opposed: none

APPROVED

Meeting adjourned at 12:56 p.m.

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John Goetz
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Tim E. Garcia
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