



## **EHS Governing Board Meeting Wednesday, August 18, 2021, 12:00pm-1:30pm**

### **Agenda**

#### **I. Call to Order – Chairperson**

John Goetz called to order the EHS Governing Board Meeting at 12:00 p.m. on August 8, 2021

#### **II. Attendance:**

**Members:** Cindy Bernal, John Goetz, Kelly Clement, Laura Hazen, Mary Gross, Melissa Schierland, Sue Renner

**Staff:** Judy Williams, Tim Garcia, Jennifer Garcia Rosendo, Elsa Sackett, Ty Johnson, Kailee Smith, Mandy Potts, Jill Koreonek (auditor), Jennifer Hinderliter, Tracey McKinney

#### **III. Agenda for Approval (August 2021) – Chairperson – See Attached**

- **Action – Vote to Approve August Agenda**
- **Motion:** Melissa Schierland
- **Second:** Mary Gross
- **Opposed:** none
- **APPROVED**

#### **IV. Minutes for Approval – Chairperson – See Attached**

- **Action – Vote to Approve June meeting minutes**
- **Motion:** Laura Hazen
- **Second:** Sue Renner
- **Opposed:** none
- **APPROVED**

#### **V. Financial Briefing**

- **EHS Monthly Financial Review – Mandy Potts**
- Independent Audit Report – JDS Professional Group—Jill Koreonek
- **EH1 ended July 31;** working on closing it out
- As of 8/1 we are fully consolidated;
- **EH2, we are at 16%;** a lot lower than where we should be; we are still approving supplemental funding projects, monthly invoices, and contracts and all of that will be reflected in July once we close out that grant

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- Independent Audit Report: JDS Professional Group—Jill Korenek
- Issuing an unmodified opinion (non-profit standards).
- You are required to have a uniform compliance audit; that report is included in financial statements; most important thing is that we have no findings; Government Auditing Standards--auditors are not testing 100% of transactions; received full cooperation.
- Next section: required communications: did not find any fraud, errors, etc. and there were no complications with this process
- Next page: all significant accounting policies were being followed; these were similar to prior year audit; didn't make any audit adjustments—this is good
- Internal control; essentially management expectations on the way things should be done; things are being done that way
- Mix up the audit each year so management isn't aware or doesn't know exactly what they are looking for or prepare for it;
- Nothing came to our attention that was a materiel deficiency;
- Verified segregation of duties; no issues relative to this area
- Audit financial statement: FS—page5
- Statement of financial position;
- Overall we see increase ~\$212K;
- Cash increased \$625K from prior year—related to decrease in receivables and liabilities increase; that says that we haven't used cash to pay liabilities down; promises to give were down; prepaid down as well ... all timing of shared expenses;
- Continue to be strong on net assets; without donor restrictions; not a significant change—about \$32K decrease there
- **Statement of activities;** first subtotal—revenue increased—federal grants \$2.1M; COVID funding; some start up funding on 2019 grant
- Overall, expenses are \$6.5M compared to \$4.5M; significant change in HS program support—as grant increases, expenses increase as well
- How much you spend running your mission; overall, 93% of every dollar spent, \$.93 goes to our mission; \$.07 cents to admin costs
- - \$32K; with donor restriction shows \$236K it means we expended more than we brought in
- Important to look at **without donor restriction**—had \$204K of income from operations; non-profit standards, cannot show expenses in restricted; from ops perspective, first column shows how we did
- See how much you spent on tuition, salaries and other categories throughout the year;

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- Page 8—cash flow; shows - \$32K; most important is – cash we brought in is \$500K more than we spent;
- Page 10—second paragraph; disclose COVID uncertainty; required for all companies; standard language written by profession, not JDS.  
**QUESTION:** Sue: Requested clarification about donor restrictions; Jill: definition gov't funding changed; the way the policy ... if you receive money and expend in same year, it shows in donor restriction;
- **Action** - Audit Acknowledgement
- **Motion:** Laura
- **Second:** Sue
- **Opposed:** none
- **APPROVED**

## VI. NFS Fundraising Update – Jennifer Hinderliter

- We've applied for a lot of grants so far
- Received \$100K from Kellogg Foundation; \$179K so far this year
- Six grants pending with decisions coming between September through the end of year; will provide updates between now and then; applied for \$53K so far
- **QUESTION:** Tim: Which ones <on the spreadsheet> apply to non-federal share; Jennifer: the ones listed on handout will apply
- **QUESTION:** Sue: What are the opportunities to go to local county funders like Mesa County Health? Jennifer: Packard can be submitted in Pueblo in January or February 2022.
- **Sue deferred to Judy for clarification:** We were funded several years ago, but the organization converted to statewide (larger area) and we've been turned down.
- **Tim:** Rocky Mountain Health: when we looked at it in recent years, it required a co-application with local health department; we've not been able to get them in Garfield and Mesa to commit to a joint application at this point; definitely we're open to continue pursuing those partnerships
- **Judy:** Melissa (Schierland) is on the call, maybe she can reconnect some local organizations
- **Melissa:** I can't think of any right now, but will keep my ears open: child care 8000 taking a lot of their focus right now besides, COVID
- Jenn: if anyone has any ideas, please send them to me [jhinderliter@earlylearningventures.org](mailto:jhinderliter@earlylearningventures.org)

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- **Action – Vote to Approve Fundraising Approach**
- **Motion:** Melissa
- **Second:** Cindy
- **Opposed:** none
- **APPROVED**

## VII. EHS Management Report

- **Program Director’s Report – Tim Garcia**
  - Second your comment for Jenn (Garcia Rosendo) jumping in and sharing her screen;
  - **Office of Head Start (OHS)** monitor review: we recently participated in FA2 in late June; we received summary report a lot sooner than we expected, which is good
  - It’s only 8 pages—started with a letter thanking us for our participation followed by a glossary of terms; the pages after that are brief descriptions on how we performed in each of the six content areas; **no areas of concern or non-compliance;**
  - First clean review; this is our third
  - January 2020 had areas of concern
  - Non-compliance in 2017;
  - Currently, no corrective action taken—we are in good standing;
  - Great team effort--child care partners, families, staff that participated—to share our work and doing well in meeting our program goals; definitely proud of effort:
  - **John:** we all deserve a pat on the back...good stuff
  - **Staff changes:** two ELV Child Care Partnership Specialists (1x Pueblo; 1 x Mesa) are leaving their positions in August; they are our newest members; both joined during the pandemic; we will look at exit interviews and we will take a closer look at how we on-board and look forward to learning from this
  - **Contract Renewals:** this time of year, we are doing contract renewals; we anticipate 41 of 41 will renew; 39 agreements executed and in place; last 2 have special circumstances that make it a little longer; Baby Haven—University of Denver system; community partners expected to renew ECPAC;
  - We won’t be renewing agreement with Mesa County Health Department---nurse also moved and they did not anticipate filling that position; we will continue working with the department moving forward;

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- We expected the contract reviews to take longer because of FA2, but we are good.
- **Health & Safety Review – Kailee Smith**
  - (Reference Dashboard)
  - Month of July, we had a slight decrease in percentage by each screening type by about 2-3% each;
  - We only had 27 kids who had the 45 day deadlines in Aug and Sep; still some that had screenings due without actual dates put in; looking to remedy that to get us in the 90;
  - During each county meeting, the Specialists will be reviewing screening dates to identify and follow up
  - Adams, Arapahoe, and Morgan; Specialists in charge of ongoing screenings with their partners; she (Kailee) will still support Specialists especially during annual screening; more children during that time; new kids @ 45 day mark
  - Jennifer H: is working on a grant Delta Dental Plan: something to increase access to care with our partners within each county; three (3) areas to focus on—1. additional screenings to kids; FCCH = all children enrolled; centers—all children in the EHS classrooms; 2. would like to purchase materials to improve Colorado Shines rating and oral education within each site; 3. get them on board with referrals and getting information in CORE--- hope to get more children access to dental
  - **Cooking Matters:** nutrition education to follow up with partner sites along with children enrolled in EHS; hope to have more information next week
  - End of month/early September; hope to have updated Health & Safety training; more to come on that; working on final touches before we do train the trainer.
  - No questions
- **Family Engagement Review – Jennifer García Rosendo**
  - (Reference Dashboard) family development; largest goal to have 70% on a current Family Partnership Agreement (FPA); end of July we had 79% participating;
  - Enrollment: OHS in March of 2020 put corrective action for enrollment on hold; we have been fully enrolled since Nov 2020; OHS is going to restart corrective action plans starting Sep 1; We feel comfortable and the number enrolled; we have to meet this for the next 18 months;

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- I've been participating in ERSEA professional learning community; in June, we dove deeper into medically underserved communities; if we are working in communities with a population less than 1,000, we do not have to look at salary; it would only apply to those in those communities; we are looking at CC8000 in building support around this.
- We are also partnering with a student at University of Denver; referred by Head Start Collaboration Director, out of Office of Early Childhood; she is doing research of those who participate in other services to see the outcomes and see the efficacy of those programs; looking forward to seeing the outcome of her research
- **Family Support credentials;** majority are trained in Family Development approach; we have a couple of employees who have not been trained in that approach; some of our staff need to renew; we decided to have Krisssetta and Colleen (Arapahoe & Mesa county) will put on strengthening web series that staff will participate and invite larger community; **launches in September**
- Coming out of feedback from Governing Board; last month we approved ERSEA service plan; feedback—lengthy document, would like time to dive into deeper; we sent it out with a Google form survey to garner approval; people wanted to delve into the selection criteria
  - We enroll: we do not do first come, first serve---we use neediest of the needy; we talk to families of each child and determine a number of points and they are weighted on the waitlist based on the number they receive;
  - Determine points based on requirements by OHS; TANF. SSI, income eligibility weighted 100 points; there are other risk or life factors that may be given to them to weight their application;
  - One piece = adverse childhood experiences--we know it's linked to many risk factors and potential for dropping out of school
  - Families impacted by COVID—OHS is concerned that we are tracking how families are impacted by COVID. They receive 25 points if impacted by pandemic

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- OHS announced they are going to start emphasizing children experiencing homelessness--language in our service plans next year will reflect McKinney-Vento Act; we know poverty guidelines are incredibly low; OHS looking into automatically qualifying families for EHS if they are on SNAP benefits
  
- **Leadership Development Review – Elsa Sackett**
  - We just finished cohort for Aim4Excellence national director credential; time for first cohort renewal (5 years ago); we have 13 who are up for renewal within the next 10 months
  - They will have an option to complete CQI + Getting ready for PAS or BAS in order to renew
  - We are reaching out to see who wants to complete renewal, are they interested in ELV offering;
  - **Communities of Practice:** we met two weeks ago for our first meeting --- **topic was iron triangle**; not too many people were comfortable with the concept; three (3) prongs; 1. full enrollment, 2. full fee collection and 3. per child cost; had a chance to dive into that; excited to share with center directors in September;
  - Been working closely with Mandy to make sure we are closed out on Quality Improvement Projects; able to do some exciting things—enhancements to outdoor space as we encourage people to spend more time outdoors with the pandemic
  - Shared data on exit surveys; we started in January to survey our EHS teachers when they left;
    - **Reasons:** more fulfilling job offers, some for personal/medical, couple left to complete CDA; a couple left because they were reassigned and not working with infant/toddlers;
    - Most completing survey are EHS teachers; one site leader; a couple of ELV staff members;
    - We tried to get at how long they are spending on EHS requirements; hope to use this information in our on-boarding; we have 1 or 2 ELV staff members;
    - Overall, we have a scale of agree or disagree; responses were generally positive feedback;

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- **QUESTION:** Sue: 1. What you said about the iron triangle, they weren't comfortable with it? Does that mean they weren't familiar with it? **Elsa;** they were familiar but didn't really know how to use it; we were able to delve deeper;
  - **COMMENT:** Sue: seems to me that this is a big part of what we want to hold them accountable to, we are giving them tens of thousands of dollars monthly; seems like we should be holding them accountable; it would be a concern if we were saying we don't care much about this part of the tool;
  - **QUESTION:** Sue: I really like the survey; have you thought about doing it for all staff? **Elsa:** we were trying to ...; Sue: could be a good strategy for ongoing feedback while they are still working here instead of when they leave...60 hour week reference: **Elsa:** we need to look back on original survey;
  - **John:** good questions; surveys are becoming our lives;
- **Early Education & Child Development Review – Ty Johnson**
    - Data is a very important element of our work and is one of the things that I have grown a connection with
    - We finally did a coach survey; had to embrace and learn---it was really great feedback
    - Survey open for 10 days (business) – 44 responses; 93% of coach partners said they received respect; shows investment of our Specialists in their work;
    - Other area Mutual Trust 84.7%strongly agree; shows our commitment of our Specialists to implement strength-based approach; we had a number of written feedback that supported the behavior of our coaches that we work to uphold; a lot of responses; coach is flexible, communicates via Facebook, Messenger; email regularly;
    - Point is that Specialists are making intentional attempts to stay in touch; data supports our story
    - Child outcomes: we are in a pandemic; within this timeframe, our partnership sites are doing a great job with checkpoints;
    - Program goal is 85% and we are 84.1% and I think to pause and acknowledge our partnership sites --- huge undertaking for them;

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- **Teacher qualifications**; during pandemic; council for professional recognition has allowed opportunities to continue the CDA process;
- **Observations** are what put us at a standstill; there were five (5) in the state of Colorado to do virtual observations; we had 34 teachers waiting to be observed; even with that, we are still at 81%; we have a number of them in testing phase and others waiting to be observed;
- As an entire system, give applause for effort to make sure children and families have access to high quality services

## VIII. New Business

- COR Advantage – Ty Johnson
  - Exploring an assessment system; one system that has the opportunity to tie directly into CORE; externally, we use Teaching Strategies Gold; COR Advantage is also a web-based assessment tool;
  - Found a lot of commonalities; assessment range; there is a direct parallel to development and growth;
  - We are contemplating choosing to migrate over to CORAdvantage:
  - **PRO**: communicates with CORE to alleviate additional data entry points; if a child is in CORE, then a provider using CORAdvantage can have that information uploaded to CORE ... one less data point to enter; this is the biggest advantage;
  - We are trying to see if this is something we want to do—change systems
  - We would have to make a decision on what that transition looks like; least intrusive and interruptive in regard to assessments; a lot of opportunity:
  - Hesitation on my part; **impact on partner sites capacity**; they need to move all their children (can happen on the backend of the system);
  - Sites participating in Denver Preschool Program and Colorado Preschool Program—we may be putting them in a position to use two systems instead of one; **counterintuitive to shared services approach** if they are in a system using Teaching Strategies—**huge CON**
  - **QUESTIONS**: Sue: can you clarify? Teaching Strategies Gold is basically a curriculum; **Ty**: TSG is the assessment tool, Creative Curriculum is the curriculum; **Sue**: Do we know how much market

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saturation they have? **Ty:** Not sure on exact saturation---may rant and rave about COR Advantage---comparative to TSG online to some degree; the upload relates to High Scope (curriculum used by Teaching Strategies Gold) has a lot of parallels to Creative Curriculum;

- I would like support along thoughts or feedback on changing the system at this time
- What are people's thoughts on that?
- **Tim:** It doesn't sound like the best timing, honestly. There may be some advantages—we have so much uncertainty around our buy in; doesn't seem like we're in a place to make the shift.
- **Tracey:** Ty, didn't you mention during the Policy Council meeting that Teaching Strategies Gold is making some updates to their software? **Ty:** yes. Thank you for the reminder. The TSG interface is being changed end of September 2021. This would point us to change now rather than later since they would have to learn the new interface of TSG if we stayed. **Tim:** can you share how it was received by PC? **Ty:** they recommended getting feedback from end-users; no major yay or nay; looking for exploration/investigation---Lesson planning access for another days; **John:** it's hard to know what to do. Do we want to vote to approve? How do we handle this? Would like more info and feedback from more people: **Sue:** doesn't seem that it's ready for board level approval...unless it requires more funding; **Tim:** continue to explore. Ty, is that what you're looking for? **Ty** continue to explore: **John:** present at next meeting:
  - **Motion:** to continue exploration—**Melissa**
  - **Second:** Sue
  - **Opposed:** none:
  - **APPROVED.**

## IX. Training

- **Parent Family & Community Engagement Training (PFCE) - Jennifer García Rosendo**
- **John:** force into no time at all.
- **Jennifer:** need to figure out a way to preserve time for training:
- **John:** we need to find a way---seems all the time we force into a short amount of time

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**X. Adjournment – Chairperson**

- **MOTION:** Melissa

**XI. Governing Board Meeting was adjourned at 1:34 p.m.**

DocuSigned by:

*John Goetz*

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DocuSigned by:

*Tim E. Garcia*

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