

Minutes: Early Childhood Interagency Coordinating Council November 20, 2015 Southeast Community College, Lincoln, Nebraska

Council Members Present: Amy Bunnell, Dawn Mollenkopf, Christy Pelton, Dawn Murphy, Kathy Zadina, J.P. Holys, Sian Jones-Jobst, Julie Mizer, Susan Strahm, Nicole Vint, Salene Ulrich, Carol Benson, Laura Arp, Tammy Stevenson, Julie Docter, Melody Hobson, Mike Adams

Council Members Absent: Sue Adams, Lois Butler, Jennie Cole-Mossman, Barb Esch, Emily Kluver, Stephanie Knust, Joan Luebbers, Cathy Mohnike, Julie Rother

Also in attendance: *Council Staff:* Holly Johnson; *Facilitators:* David Hubbard, Casey Karges; *Technical Assistants:* Kim Texel, Connie Shockley, Kaye Bourn, Teresa Berube, Lauri Cimino, Lynne Brehm, Amy Bornemeier, Belle Scheef; *Others in attendance:* Denise Topel - Student, Maddy Davis - Student, Catie Limbach – NDE

Welcome

Mike Adams, chairperson of ECICC, convened the meeting at 9:09 AM. A copy of the Open Meetings Act was available at the front table. Mike welcomed everyone and had all Council members, technical assistants, and guests introduce themselves and share a favorite holiday memory.

Approval of August 28 meeting minutes

The minutes of the August 28, 2015 meeting have been provided to Council members. Mike asked for a motion from the Council to accept the minutes of the August 28, 2015 meeting as presented.

Melody Hobson motioned to approve the minutes with amendment of adding Belle Scheefe to the attendance list. Christy Pelton seconded the motion

There was no discussion. The motion passed by roll call vote: 15-voted yes, 0-voted no, 2-abstained.

Voting Yes: Mike Adams, Amy Bunnell, Dawn Mollenkopf, Christy Pelton, Dawn Murphy, Kathy Zadina, J.P. Holys, Susan Strahm, Nicole Vint, Salene Ulrich, Carol Benson, Laura Arp, Tammy Stevenson, Julie Docter, Melody Hobson

Voting Abstain: Sian Jones-Jobst, Julie Mizner

Review of Orientation session and continued Action Planning

Amy Bunnell gave an overview of the Thursday meeting from the TAESE presenter. The presentation was recorded and will be made available to the council. Melody Hobson added that reviewing the Governor's report should be happening more often.

Amy and Melody presented some recommended changes.

- Assigned seating
- The subcommittees go back to being ad hoc for a specific purpose and have a time limit. Tammy Stevenson asked if that would include the Family Leadership team. Amy explained that it would not as the Leadership Team is not a formal committee.
- Only having two meetings in person and two meetings via technology. Sian Jones-Jobst asked if that would be acceptable since the Council must comply with the Open Meetings Act. Melody explained that there has been some discussion with legal counsel about this and that if members recall, it is how we had our May meeting in McCook. Christy Pelton had concerns about members being able to ask technical assistants questions and also noted this may limit group discussion. J.P. Holys asked how other states hold their meetings and how long are these meetings. Amy explained other state's meetings are about 2 hours when done by technology. Members inquired if the May meeting would still be out of town. Amy explained that the funding source for these meetings is very limited. Laura Arp noted that there is the ability to have technology IT on hand if anyone has troubles accessing. It was noted that Adobe Connect has the option of participants being able to chat with the full group or with individual members. Holly Johnson provided some more technical information about Adobe Connect. Sian Jones-Jobst stated her concerns about not having the panel from the rural areas. She thinks that is a very important panel and wonders how we will continue to do that. Amy Bunnell noted that we could bring the panel as well as panelist in by technology as well. Amy mentioned we should also be thinking more broadly about the Family Story. It does not just need to be families with children with special needs. ECICC covers the whole child in Nebraska, not just special education. Amy also noted that you would still be able to attend the meeting in person if you wanted to drive to Lincoln.

Members were broke out into small groups to discuss action planning questions. They were advised to think about their role on the council while answering these questions.

The council reconvened to report out at 10:50 a.m.

Report Out of Action Planning

Group 1 – Amy Bornemeier

- Secretary to send out email prior to meeting asking for hot topics or critical issues to recommend to steering committee for agenda. This could open up a lot of other topics that are going on currently.
- Formal protocol for members to follow to bring issues to council. Then having a time and place on the agenda.
- The groups noted that it could be difficult to communicate between members with the use of technology. It makes it a little less intimidating in person.
- Determine a way to close the communication loop. A plan of how to go back to the constituent with the outcome of their concerns. There is not a place where it says “here’s what’s going on, here’s what we are doing about it”
- What is ECICC? Have consistent messaging.

Group 2 – Tammy Stevenson

- Identify a process in which to communicate issues (gaps & barriers)
 - Contact Holly/Council chair
 - Steering Committee would discuss next steps - speaker, task force, discussion (It is important to hear back as to what the status is. There are minutes but maybe an overview of this is what was brought and this is what we are doing with them.)

Group 3 - Casey Karges

- Possibly having a closed Facebook page or a way to do an email blast.
- A way to have the time to gather with each other about the issues that are starting to bubble.

Group 4 – Dawn Murphy

- Any updates should be given to the council before the meeting
- Gain information from council member’s stakeholders and bring to the full council.
- A website to better provide information that our constituents want to know.
- Discussion board or forum for critical and current issues.

Group 5 – Julie Docter

- Member should be going to conferences and really listening to see if there are issues you need to be aware of.
- Use of technology to share this information.
- Brief handouts of what was discussed at the last meeting to be sent out after meetings.
- Supports and resources
 - Technology
 - Experts in the field on a variety of subjects
 - Email address where people can share subjects

Group 6 – Kathy Zadina

- How to connect with people
 - Support groups
 - ELC coordinators
 - NAEYC
 - Other area associations
 - Is there a way to use a survey once a year?
 - Is there a statewide platform to see what people are googling about childcare etc.?
- Supports and Resources
 - Time during meeting
 - Common place to ask questions/comments/concerns
 - Who are the members to be asking? General population or just their role in the community
 - Priority list

Group 7 – J.P. Holys

- Google community to disseminate info
- System for identifying critical issues
- More members gathering information - utilizing google drive to share that information. Getting information out before the meeting so we can review.
- Focusing on priorities consistently
- Utilizing PRTs
- Closing communication loop
- Improving communication - utilizing google docs, adobe connect, website, Facebook, google forums
- Overview of ECICC

Members discussed that until further notice it is advisable that the steering committee stays the same. There was also a suggestion to have a website or document that has the full membership, their contact information, if they are on the steering committee and a picture by their name.

Melody Hobson offered a motion that the steering committee looks at a process for the full council to use for the next couple of meetings, suspend the restructuring of committees and the steering committee to continue until further notice. The steering committee will finalize the upcoming structure from input given.

Dawn Murphy seconds the motion.

There was discussion about the steering committee meeting after the first of the year and will send out the new structure prior to the steering call on the 11th of January. It was advised to meet in person as this may be a lot of information to take in and digest by phone conference.

The motion passed by roll call vote: 14-voted yes, 0-voted no, 1-abstained.

Voting Yes: Mike Adams, Amy Bunnell, Julie Docter, Melody Hobson, JP Holys, Sian Jones-Jobst, Julie Mizner, Dawn Mollenkopf, Dawn Murphy, Tammy Stevenson, Susan Strahm, Salene Ulrich, Nicole Vint, Kathy Zadina

Voting Abstain: Christy Pelton

IDEA Part C Update

Amy Bunnell gave an update on the status of IDEA Part C. Her presentation was with a PPT found on Google Drive for member's review. She began with a review of what they had done already. They chose to improve children's acquisition and use of knowledge and skills. They have started these pilots in 3 PRTs in year 1 and 4 PRTs in year 2. They will require all PRTs to submit improvement plan. There will be infrastructure supports.

Phase 2 begins the evaluation of implementation and impact. They will provide supports for these and report to the federal office how this evaluation will take place.

Report Out of DaSy Family Leadership Institute

Christy Pelton gave an overview of the DaSy conference. The conference provided parents a lot of information. Two things she would away were:

1. She wants to see longitudinal data and knowing what information is needed before you complete surveys is imperative to get the correct data.
2. RBI is extremely helpful for families. Make voice as parent heard more throughout the state.

Report Out of DaSy Data Institute

Teresa Berube spoke more about the Institute. Nebraska was 1 of 4 chosen out of the 18 that applied. They got to meet with other states that are doing similar things and learn from them. Teresa gave some points to consider:

- Gather information about our current data systems.
- How is current data being used?
- What supports and information are currently being provided to districts?
- What are districts currently using?
- Do we have access to the types of data we want?

Future plans:

- Conduct survey
- Review current data systems

- Garner information from families
- Develop trainings to increase data understanding

Working Lunch

Lunch was taken from 12 – 12:30. Council members and technical assistants were asked to write answers to questions that were placed in front of them.

IDEA Part C Update (cont.)

Amy Bunnell then went over the data information. There were many questions from the members to help clarify the data and Amy helped explain for their information.

Melody Hobson motioned that the council chair sign the final APR to be submitted February 1, 2016 as required by the US Department of Education. Christy Pelton seconded the motion.

Sian Jones-Jobst asked if when submitted, there is an explanation to the feds why we didn't meet the numbers. Amy Bunnell said yes, and they will explain a future plan to meet the targets in the years to come.

The motion passed by roll call vote: 15-voted yes, 0-voted no, 0-abstained.

Voting Yes: Mike Adams, Amy Bunnell, Julie Docter, Melody Hobson, JP Holys, Sian Jones-Jobst, Julie Mizner, Dawn Mollenkopf, Dawn Murphy, Christy Pelton, Tammy Stevenson, Susan Strahm, Salene Ulrich, Nicole Vint, Kathy Zadina

Public Comment

Melody Hobson announced that Rule 11 was signed and will go into effect on Monday.

Step Up to Quality Update

Lauri Cimino gave an update on Step Up to Quality. There are 208 programs that have started the process and over 1,700 users in the Professional Records System. She updated the council that there have been many in person orientations but in February the online orientation became available. There is currently coaching in over 30 programs. There was an RFP for communications plan published in October. The RFP has since been rereleased and proposals are due December 1st. Promotional materials with the new logo have been sent out to participating programs. Lauri encouraged members to go to the Step Up to Quality Facebook page and like it. On December 30th, there are 28 new required programs. Letters will be going out to those businesses that need to get into the system.

Head Start Update

Joan Luebbbers gave an update on Head Start. She handed out a flyer that was recently created and went over what information was included.

Sixpence Update

Amy Bornemeier gave an update on Sixpence. Sixpence grants have currently been limited to the schedule of school districts who are the grantee. There is an RFP out for people to apply by January 28. There is 1 application deadline but 2 grant award dates. The first is in March and the second is still to be determined. The role of the certified teacher acts as a program coordinator who will then work with the local child care provider. They are to increase quality and improve access to resources. By the end of three years, the program will be in Step 3 in Step Up to Quality. There is a Question and Answer webinar on the Sixpence website as well as a bidders conference webinar on December 1.

Results Matter Update

Teresa Berube gave an update on Part B. She provided some data on slides (which can be located in the meeting information). The data is looking at many different things to get a better picture of why the targets are not being met.

Teaching Pyramid & Rooted in Relationships Update

Lynne Brehm and Teresa Berube gave an update about Teaching Pyramid and Rooted in Relationships. Lynne provided a 1 page handout with data and a brochure about Rooted in Relationships. The Leadership Team seemed to be missed a lot in the Pyramid implementation package. When they went to the National Training Institute, they recommended three years of training to really make a difference. Rooted has now added a third year for training in the model. They are not expanding to additional sites but just released an RFP to those already participating and can expand if they would like. The plan builds nice infrastructure in the communities the way it is modeled currently. Rooted is also working a lot with Pyramid and Step Up to Quality to learn to support each other.

Teresa is working hard to promote Pyramid Model. It's now called Pyramid model, no longer Teaching Pyramid. She handed out a map of where programs are. Pyramid started with nine districts which completed 1st year May 2015. NDE has extended support for another year to meet that three years for sustainability. Currently, they are looking for applications for 2016 to see who will be interested in implementing. Teresa discussed the executive summary 2013-2015 for Pyramid Model.

ECICC Website/Google Drive

Holly Johnson gave an overview of the website to the Council members. She discussed where items were on the website and how the members could use it.

She then discussed some ideas to the council within Google. She offered solutions to council communications by using Google Drive, Google Docs, Google Sites and Google Groups.

There was some discussion and the council members asked Holly to create a proposal of how to implement into council business.

Other Business

The meeting of the ECICC adjourned at

Handouts:

- November 20, 2015 Agenda
- August 28, 2015 Meeting Minutes
- October 19, 2015 Steering Committee Meeting Minutes
- Nebraska Part C APR Data
- Pyramid Model Executive Summary
- Pyramid Implementation Sites map
- Rooted in Relationships and Pyramid Model Implementation Package
- Rooted in Relationships Brochure
- Head Start flyer