

Minutes: Early Childhood Interagency Coordinating Council August 19, 2016 Southeast Community College, Lincoln, Nebraska

Council Members Present: Mike Adams, Susan Adams, Laura Arp, Teresa Berube, Amy Bunnell, Carol Bowen, Jamie Thavenet, Melody Hobson, Sian Jones-Jobst, Joan Luebbers, Dawn Mollenkopf, Dawn Murphy, Christy Pelton, Julie Rother, Tammy Stevenson, Susan Strahm, Salene Ulrich, Kathleen Zadina

Council Members Absent: Lois Butler, Julie Docter, J.P. Holys, Emily Kluver, Stephanie Knust, Senator Kolowski, Julie Mizner, Cathy Mohnike, Nicole Vint

Also in attendance: *Council Staff:* Holly Johnson, Karen Hoffman; *Technical Assistants:* Becky Veak, Connie Shockley, Kaye Bourn, Kim Texel, Amy Bornemeier, Lynne Brehm; *Others in attendance:* Peggy Hart

Welcome

Mike Adams, Chairperson, convened the meeting at 9:12 AM. Mike asked everyone to introduce themselves.

Melody Hobson then explained that there has been a position change. She introduced Eleanor Shirley, who has been contracted to facilitate the meetings and Karen Hoffman, who will now be the Secretary for ECICC.

Eleanor announced that a copy of the Open Meetings Act could be found at the front of the room.

Mike explained that the council will wait until the November meeting to vote on the new Chairperson and Vice Chairperson. With so many members going off the council, waiting will give the new members an opportunity to be a part of this decision.

Approval of the May and June meeting minutes

Eleanor asked if there were any comments about the May or June meeting minutes.

Julie Rother stated that she was not part of the approval for the February meeting minutes for some reason. She asked she be added to the vote.

*After review, it appeared Julie arrived just after the vote for minute approval. Julie's name will not be added to the May minutes.

Melody motioned to approve the May and June meeting minutes with the amendment to add Julie. Amy Bunnell seconds the motion.

The motion did not pass roll call vote: 12-voted yes, 0-voted no, 5-abstained.

Voting Yes: Mike Adams, Laura Arp, Teresa Berube, Amy Bunnell, Carol Bowen, Melody Hobson, Sian Jones-Jobst, Joan Luebbers, Dawn Mollenkopf, Dawn Murphy, Julie Rother, Susan Strahm

Abstaining: Susan Adams, Christy Pelton, Tammy Stevenson, Salene Ulrich, Kathleen Zadina

Absent at time of voting: Jamie Thavenet

Christy Pelton and Tammy Stevenson explained that they abstained because they believed the minutes should have been more specific to the discussion in the meeting.

Dawn Mollenkopf asked if we could add in the discussion now that we would like to see more in the meeting minutes.

Sian Jones-Jobst commented that there needs to be a process review of how fast the meeting minutes get out so people have the information fresh in their minds.

Amy Bunnell explained that the minutes are to be out 10 days after the meeting.

Mike asked if people were comfortable with rescinding the last vote. He motioned to approve the May and June meeting minutes. Sian wanted to add to the motion that minutes are sent out within the 10 days. Amy Bunnell suggested adding that they need to be out within the prescribed timeline.

Amy Bunnell motioned to have two separate votes. 1. For approval of minutes. 2. Ensure minutes accurately detail and come out within prescribed timeline.

Melody Hobson asked to interrupt the conversation. She read the email that Holly Johnson had sent out an email on May 18th stating the meeting minutes from May 6th were posted to the web for everyone's review. She wasn't sure why no one has had a chance to review them since then.

Tammy Stevenson stated that she just didn't see until recently the minutes were less detailed.

Amy Bunnell rescinded her motion.

Sian Jones-Jobst motioned to approve the minute with adding Julie Rother and include a statement that some details of the discussion were omitted from the minutes in trying to make them more concise but future minutes will have more detail.

Amy Bunnell seconds the motion.

Mike asked if there was any discussion.

Becky Veak wanted to acknowledge that everyone is doing more with less but everyone wants to have their voice heard as well.

Mike asked if there was any other discussion.

No other discussion.

The motion passed roll call vote: 14-voted yes, 0-voted no, 3-abstained.

Voting Yes: Mike Adams, Laura Arp, Teresa Berube, Amy Bunnell, Carol Bowen, Melody Hobson, Sian Jones-Jobst, Joan Luebbbers, Dawn Mollenkopf, Dawn Murphy, Julie Rother, Tammy Stevenson, Susan Strahm, Salene Ulrich

Abstaining: Susan Adams, Christy Pelton, Kathleen Zadina

Absent at time of voting: Jamie Thavenet

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Review of Governor's Report draft and discussion

Mike Adams opened the discussion with reminded the council that we have a new Governor since the last time we created a report. Mike's only concern was that we refer to Governor Ricketts in the document and this report is to him. Mike asked if anyone else thought that was a concern.

Becky Veak explained that it is a much broader audience than just the Governor.

Attention was brought to the page explaining the Education to Workforce Roundtable creation.

Mike explained that if the report was directed to him, he wouldn't want to read about what he had already done, however, it would important for people on my team to know that may not be familiar.

Sian Jones-Jobst commented that some of the people reading the report may not have all the information about what the Governor has already done and thinks it's important for people on his team to know. She understands what Mike is saying, but thinks that it's okay in the report.

Mike stated that he just wanted to bring it up to talk with the entire council.

Amy Bunnell wanted to bring attention to the 3rd page in, ICC section, last paragraph, last sentence, stating "Submit a biannual report to the Governor". The last sentence needs to reflect the statutory application. She also noticed "at risk" many times in the report and that's not all the council is responsible for.

Christy Pelton asked what she would suggest saying in the report then.

Amy Bunnell stated that it needs to reflect the statutory language. She stated 43-3401.3403 is the statute. She commented that when reading through the report, it seemed wordier than the last

report and it reminded her of a journal article from a psychology department and believes it should be shorter. She is worried that the Governor and Legislature will get bored reading it and they will still be asking themselves what are we telling them about Nebraska. Amy stated there could still be some editing done with the wording. There seems to be a lot of contextual information and instead should be details of Nebraska. She called attention to pages 8 – 10. She would have liked more detail about how many kids, how many sites, how many have access, etc. She commented that the report should state what the actual gap is and how we are going to address it. She noted that more wordsmithing could be done as a team and that there's so much more that could be said. She would like to see more within each recommendation, such as how we will know if we've achieved it. She commented that she realizes the council needs to be more clear with First Five Nebraska about what they want in the report.

Becky Veak commented that if that much detail needs to be in the report, that information needs to be given to First Five Nebraska as they did not receive a lot of information. She reminded the council that when Terry Rohren was here, she would coordinate the effort of getting the information to First Five Nebraska. She also reminded the council that Mike Medwick, their creative writer, has been unexpectedly out on medical leave and that Becky has taken it over. She explained that she is not the great creative write as Mike is.

Melody Hobson commented that she likes the narrative.

Becky Veak explained that a few years ago a committee came together to revamp the way the Governor's Report was composed. It would have less data in the narrative part of the report and pushed to the Appendix. The narrative was to contain general information and the data to support the general information would be contained in the Appendix. She also noted that if the data about the number of children being served needed to be in the report, she would need that to be submitted to Becky.

Amy Bornemeier commented that maybe the narrative could reference to the Appendix when making the general comments about the data.

Amy Bunnell stated that reading through the report, it would appear we are doing great and why are we even offering these recommendations. She directed the council to the Early Head Start Child Care section on page 9 and suggested the recommendation information be framed similar to that.

Eleanor Shirley summarized that the council feels the report could reflect more gaps using the data somewhere in the report or referenced to the data in the Appendix.

Becky Veak stated that was fine, but then members need to tell First Five Nebraska what they want said in the report.

Kathy Zadina referenced the Rooted in Relationships section on page 9. She pointed out the picture of the pyramid and explained that someone unfamiliar with the program may not understand and need some context. She stated that page 12 needs to include information about the T.E.A.C.H. program. She also noted that on page 14, the first sentence is missing the word

impact. She also agreed that the narrative should reference the Appendix when appropriate. She would also like to see the recommendations in bullets on page 18.

Eleanor Shirley reminded the council that we do not want to get into wordsmithing and because of limited time today, try to limit the discussion to the content.

Melody Hobson commented that the inclusion of the graphic for ECIDS is excellent. She explained that even knowing the ins and outs of ECIDS, it can be hard to understand with just written language. The graphic gives a great overview picture.

Christy Pelton agreed with Melody about the ECIDS graphic.

Susan Strahm stated at the June meeting she was frustrated. She stated that the council needs to have all the partners in the network review page 18 to determine what concrete things are needed and what can enhance it. This would also allow more people see themselves in the initiative across the state.

Eleanor Shirley asked Susan to elaborate a bit more.

Susan responded that we could ask people around the state what they feel is most important for infants and toddlers. Infants and toddlers has two specific recommendations and we need to make sure we get Becky the most important information to include in the report. We may even want to get a plan for formal voting.

Melody Hobson noted that the voting is what took place at the June meeting.

Amy Bornemeier asked about the specific information below each recommendation.

Eleanor Shirley clarified if the question was regarding a status report on the previous recommendations.

Amy Bornemeier stated the information was in the previous report but does not seem to be in this report. It seems to echo but does not have the specific strategies.

Sian Jones-Jobst commented that she liked the first part of the report and that it gave helpful background. However, when reading the actual recommendations, she didn't feel like she knew anything other than the broad topic. Going forward in the next report, we should state that this was pursued and this was the outcome of it.

Melody Hobson suggested that a small group of people sit with Becky to add in some of the information underneath the recommendations from the June meeting.

Becky Veak stated that would be helpful. She advised Amy Bornemeier to let her know what's important for the Governor to know about Sixpence.

Tammy Stevenson commented about the parent perspective. We don't say how to inform parents. We don't get specific with the recommendation about how to inform the parents. She would like the parents to get together and decide what is the best way. The parent group is doing a lot of things, such as finding where the gap is and how to fill it.

Joan Luebbers stated that in being mindful of Becky's time, all of the programs should get this information to her rather than Becky trying to find it.

Eleanor Shirley asked what the decision was about a process moving forward. She asked if there were any other content pieces that needed to be brought up. She then asked Mike Adams if he wanted to appoint a work group.

Mike Adams reminded the council that this was going to be done by November. When the report was revamped 4 years ago, they didn't want to continue adding things back into the report like it had been in the past. He encouraged programs to review and make sure their programs were represented. He then asked who would like to help Becky. Melody Hobson raised her hand to volunteer.

Melody Hobson commented that she believes there should be at least one parent on the group to help. Tammy Stevenson and Susan Strahm also volunteered.

Some of the members commented that a lot of people's term are done after this meeting. Sian Jones-Jobst reminded everyone that the terms do not end until September 30th.

Christy Pelton added that she will help as long as she can since this report is an overview of the work they had done over the last two years.

Melody Hobson reminded the members that they can still be active until the Governor appoints someone for their position.

Christy Pelton commented that she thought the narrative was very inviting and she really liked it. She stated that her view is from a non-industry person and it was easy to understand.

Sian Jones-Jobst asked to explain the work group.

Melody Hobson asked if a work group was going to do the work or if the Steering Committee would be charged with it.

Lynne Brehm asked who should be sent the specific information.

Amy Bunnell stated that it needs to be sent to Karen Hoffman.

Eleanor Shirley repeated to send all emails to Karen Hoffman and to be specific with the information provided.

Sian Jones-Jobst stated that there needs to be more back and forth to get this completed and we can't wait until November.

Amy Bornemeier asked for clarification on the process. She heard to send the information to Karen, who will take it to the Steering committee, who will determine what goes to Becky.

Melody Hobson answered yes. The Steering committee will pull in people when necessary and reach out to individuals when Becky needs more information.

Eleanor Shirley stated that the content should be done so the council can vote on the final draft in November.

Melody Hobson said the report can be sent out prior to the meeting to get more feedback.

Mike Adams asked that the council gets Becky information to make changes and edits to the report and able to vote in November.

Sian Jones-Jobst reminded everyone that there will be many new members in November.

Susan Strahm asked whose voice needs to be in the Appendix.

Amy Bunnell stated the statute that references which information must be included. Some were Early Intervention, Early Childhood care and education, license applications, number of licenses issued, denied, complaints invested, civil penalties, etc.

Susan Strahm asked what else can be in the report.

Becky Veak explained that nothing else was submitted to include.

Susan Strahm asked if additional professional development could be submitted. She suggested something to give the readers an idea of what professional development looks like in the state.

Becky Veak reminded everyone that this is the council's report and First Five Nebraska only agreed to help write it. Whatever the council wants in the report is what should be in the report.

Joan Luebbbers asked what the intent of the report was. We need to remember to only be including information that will assist in getting our point across.

Eleanor Shirley suggested making guiding questions or a rubric to guide the decisions about what goes in the report.

Tammy Stevenson stated that the data needs to reflect the recommendations so it means something in the report.

Melody Hobson reminded everyone that's why information was previously pulled from the report to get away from it being 97 pages long.

Becky Veak stated that in the Appendix we could add the information Susan was suggesting that would support the specific recommendation. She also answered yes, the data is required but it also there to support the recommendations.

The council decided to get comments and suggestions to Karen Hoffman in 2 weeks by Labor Day.

Eleanor Shirley asked if everyone felt like they had a voice in the report.

Members of the Steering committee were asked to raise their hands so the council was reminded of who was on the committee.

Melody Hobson commented that the report is coming along fabulously and we just need to keep at it.

Holly Johnson gave a huge thank you to Becky Veak and her team at First Five Nebraska for all of the hard work they have been doing on the report.

Council vacancies discussion

Melody Hobson started the discussion about the council vacancies.

Sian Jones-Jobst stated she had some trouble with the Google drive and could not get these documents to print.

The council decided to break so Holly Johnson could make copies for everyone.

Part C OSEP Determination

The council reconvened after a break and moved to the next agenda item as the copies were not finished yet.

Amy Bunnell stated that she would give the full presentation at the November meeting.

She explained to the council that the SPED office submitted their yearly application to OSEP for Part C funds. They submitted in April and Nebraska received full approval and funding for the 16-17 grant year. Some examples of what this supports are PTI Nebraska, Connie Shockley's FTE and to support ECICC efforts. This is a big deal because some states did not get approval or conditionally approved. Nebraska is in really good shape and the feds had no questions.

Amy stated that based on APR data submission, Nebraska received an 81.25%, which meets requirements.

Amy reminded the council that her and Teresa Berube were still working with the contractor to get the data more accurate.

Julie Rother asked if part of the challenges in our budget is that are data isn't where it needs to be.

Amy Bunnell explained that some of the projects that we need to support for infants and toddlers need to be a priority. The Part C funds support more than just Early Intervention services. There is also quite a bit of competition with funding, however, she realizes we do need to make sure we have more time for our meetings.

Eleanor Shirley asked if there were any other questions for Amy and reminded everyone that the full report would be in November.

A member asked if this information will be sent to the Governor.

Amy Bunnell stated that this information is public and that the APR that will be provided in November goes to the Governor. Administration at the Department determines what goes to the Governor's office.

Melody Hobson stated that the Governor has advisors. There is a specific advisor for education and knows that if the Governor is missing information, she will definitely ask the Department for it.

Council vacancies discussion

Melody Hobson went over the vacancy document that was copied and handed out. (see attachments)

Amy Bornemeier asked which expenses members receive.

Sian Jones-Jobst asked about the Developmental Disabilities position and what would qualify.

Amy Bunnell and Melody Hobson weren't sure and would need to look that up to verify.

Kaye Bourn suggested Julian Liske and asked if older children would be considered inclusive.

It was clarified that it would need to be children of early childhood age.

Eleanor Shirley announced that our guest, Peggy Hart, was interested in filling Julie Rother's position.

Melody Hobson announced that they would check with the Governor's office to see if Susan Strahm could finish her term in Resource and Referral and another appointment would be made for Professional Development.

Julie Rother announced that there is a link on the ECICC membership page to the application that needs to be filled out.

Melody Hobson explained to the council that more than one name is preferred prior to the Governor appointing so that they have options.

Jamie Thavenet stated that she had been talking with her supervisors and they were very interested in being involved as well.

Eleanor Shirley asked which ESU she was from.

Jamie Thavenet stated she was from ESU 5.

Public Comment

Eleanor Shirley opened the floor up for public comment.

Christy Pelton started by thanking everyone and the council. She stated her experience has been good and she has felt empowered to help other parents find resources. She wanted to thank the council for allowing her to go to different conferences, etc. Two things she wanted to leave the council with.

1. She wants the council to bring back the Family Story. It gives vision to why we are here and always exposes gaps and barriers.

2. She would like the meetings to go back to the 6 hours. The main purpose is collaboration and there's no time for that in a morning meeting. It's also important for people that you're asking to drive from a long way. Collaboration is a main piece of the council and it's been obliterated from the limited time of the meeting. There is no time for interactions and discussions.

She finished by saying thank you for the time and that she really appreciated the time and things she's learned.

Joan Luebbers asked that everyone give a round of applause and thank everyone that is leaving the group.

Sian Jones-Jobst stated that the length of the meetings, especially for people who aren't from the state, is too short. The meetings are the only opportunity to interact and with all the information, there needs to be more time to do so.

Eleanor Shirley stated that she has been a part of the council since 1997. She commented that it's had peaks and valleys but that's very typical for any statewide committee. She applauded all members for their active participation to advise on the status of early childhood in Nebraska. She also commented that she is happy to be a part of the it and thanked everyone for the opportunity.

Nebraska Young Child Institute update

The update will be postponed to the November meeting.

Suggestions for ongoing ECICC quality improvement

Mike Adams gave an overview and stated that since Mike and Julie were going off the council, they wanted to make these suggestions. He then turned it over to Julie.

Julie Rother combined a lot of things that she has heard from members over the years. She agreed with Eleanor about all the changes but does know the work of the council is important and wanted to leave a few suggestions for the future. (see handouts for Julie's full PowerPoint)

1. **Parent Voice:** The council needs to remember to keep the parent voice front and center. The regular agenda should have a time where parents can share. Not just parents but also professionals serving families. A lot of frustrations come when parents don't feel like they are being heard. It is important to have that agenda time to keep families forefront. She agreed with Christy to bring back the family stories. An idea was proposed that the Family Leadership Team could take some information from the family stories and compile the information to disseminate to the council.
2. **Facilitator Needed:** She commented it was great to have Eleanor on board now. She knows Holly Johnson worked hard to juggle both.
3. **Adequate meeting time:** ECICC has important work and it can't be rushed. The council talked about doing tele distance. She was in Wakefield for the June meeting and realized it was a challenge to not be in the room. Maybe it's a matter of working out bugs but it was hard. There have been concerns about the budget. Many people have said they would bring their own lunch. Some members are also driving in the mornings now instead of staying over to help save costs. We need to have full day meetings if we need them as it allows time for conversation and better informs the full council. Some of the members don't have the everyday knowledge because they aren't immersed in the work.
4. **Review Report Recommendations:** The meeting agenda should be guided through the recommendations of the Governor's Report.
5. **Utilize maximum capacity:** We should request and encourage member sharing. There should be time on the agenda to share expertise from council members. Each member brings something different and it would allow everyone a voice.

Salene Ulrich thanked Julie Rother and stated her presentation is exactly what she would have said.

Other Business

Susan Adams stated that the room arrangement seems to spread out and asked if there was a way to bring everyone closer together.

Eleanor Shirley suggested there be microphones around the tables as well.

Dawn Mollenkopf suggested going back to the grouping instead of the new u-shaped arrangement.

Sian Jones-Jobst stated that the table arrangement encouraged discussion between council members.

Eleanor Shirley suggested an adjournment for lunch and reconvening after if there were budget issues with working lunches.

Amy Bunnell stated it is not so much budgeting issues as much as the parameters of fund usage. Part C grant funds can no longer provide meals but that doesn't mean we could not look into other grant funding sources.

Salene Ulrich suggested everyone chip in money and order in.

Melody Hobson stated that the half day meetings will not be happening anymore. November will be a full day meeting and the day before will be orientation. They will be bringing in the same person that presented last year at orientation. There will also be a presentation about other things in addition to Part C that are required by statute. Orientation is the Thursday before the November meeting. She is committed to trying to meet the needs and looking at what other options there are.

Eleanor Shirley stated that if there are more thoughts, please send them to Karen so the Steering committee is aware of them. She also reminded the council they if members are getting together outside of scheduled meetings, a quorum can not be formed as it would be in violation of the Open Meetings Act.

Amy Bornemeier asked if the Governor's Report could be shared and in an editable place.

Becky Veak asked what would be needed from her.

Holly Johnson suggested the document be available in Google docs where comments could be gathered in one place.

Connie Shockley commented that she attended the orientation last year and it was awesome. She suggested it be recorded.

Eleanor Shirley announced the time for orientation and where it would be.

Tammy Stevenson asked if it was only for new members.

It was clarified it not just for new members, it is for the entire council.

Sian Jones-Jobst asked if Eleanor Shirley would be here for meeting facilitation only or if she would be helping with behind the scenes work as well.

Eleanor Shirley stated that she would need to review and see what her contract allows. She clarified that she is not a staff person but she was there to support the Chairperson, Vice Chairperson and Steering Committee. She also reminded the council she is a trained mediator.

Mike Adams asked if there were any final comments.

Christy Pelton asked who was eligible for Chair and Vice Chair.

Melody Hobson reminded the council that agency people are not eligible for those positions.

Holly Johnson announced the members that are eligible: Carol Bowen, Tammy Stevenson, Kathy Zadina, Stephanie Knust, Dawn Murphy and Jamie Thavenet.

Mike Adams thanked everyone. He wanted to do everything he could so his daughter could do everything all other children could. He thanked everyone for what they do and that people helped him understand things better.

Mike Adams asked for a motion to adjourn. Christy Pelton motioned to adjourn. Laura Arp seconded. The meeting of the ECICC adjourned at 11:45 a.m.

Handouts:

August 19, 2016 Agenda
May meeting minutes
June meeting minutes
Governor's Report draft
Council vacancies
Council position history
Part C OSEP PowerPoint
Suggestions for ongoing ECICC quality improvement
Suggestions for ongoing ECICC quality improvement PowerPoint