Child Development Coordinating Council Minutes  
November 28, 2012  

<table>
<thead>
<tr>
<th>Attending</th>
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<tr>
<td><strong>Voting Members Present:</strong> LauraBelle Sherman-Proehl, Analisa Pearson, Erin Clancy, Marguerite Macek, Colleen Dunn, Mary Groen, Betty Zan</td>
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<td><strong>Voting Members Absent:</strong> Julie Ingersoll, Carla Peterson</td>
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<td><strong>Non-Voting Members Present:</strong> Cathy Wheatcraft</td>
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<td><strong>Non-Voting Members Absent:</strong> Tom Rendon, Tracey Mavis, Jeanie Wade-Nagel</td>
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<td><strong>Staff to Council:</strong> Amy Stegeman, Diane Moore</td>
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<td><strong>Secretary:</strong> Lisa DuBois</td>
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**Major Discussion Points**

**Approval of September 5, 2012 Minutes:**
Analisa moved to approve the September 5, 2012 minutes. Marguerite seconded the motion.

- **Approved:** yes
- **Opposed:** none
The minutes were approved unanimously by voting members.

**Program Updates:** Amy/Diane

**Evelyn Davis Update:** Amy reported that Evelyn Davis had met all of the requirements of their corrective action plan to date and is on target to receive the third quarter payment. In September Evelyn Davis hired Wendy Arnburg as their new director. Wendy has provided continuous communication with Amy in both September and October.

**Shared Visions Preschool:** Amy reported that all of the year-end reports have been completed and second quarter payments have been made to all programs.

**Shared Visions Parent/Family Support:** Diane provided an update on the parent/family support iPad data project. Seven out of the nine programs volunteered to participate in the pilot for FY2013. The programs who chose not to participate were concerned about the on-going costs for the required data plans. Training for SV staff was rescheduled from November 30, 2012 to January 4, 2013 due to the iPads not being able to be delivered on time. The vendor is now providing a newer version of iPad due to the delay in delivery.

**State Annual Report (Suggestion for Improvements):** Council members formed two groups to review the current format and make suggestions for improvements for the State Annual Report. One group concentrated on the Shared Visions Preschool portion and the other Shared Visions Parent/Family Support. Members came back together to discuss their ideas and suggestions.

**NAEYC Accreditation Status:** Homes of Oakridge is a Shared Visions Preschool Grantee that has two programs and serves approximately 43 children. They contacted Amy in September to let her know that they are not currently NAEYC accredited due to a self reported incident that occurred in June 2011. They are in the process of reapplying for accreditation through NAEYC. Amy handed out a letter and summary from Oakridge to the council.

Discussion amongst the council occurred with several points of discussion. The Council determined they wanted more information and time to continue discussions at the next meeting in January 2013.

Peg moved that the staff consult with the DE legal counsel regarding next steps and possible recommendations to be considered by the Council regarding the Homes of Oakridge situation. An amendment was made by Analisa to
request a 5-year history of licensing reports from the Department of Human Services (DHS) to for review by the council. Erin seconded the motion and amendment offered to provide the public report.

In favor: yes
Opposed: none
The motion with amendment passed unanimously by voting members.

**EC Assessment Task Force:** Diane shared about the EC Assessment Task Force and gave a handout with talking points. She also handed out a summary from the report that was sent to the legislation. To read the full report please use the following link:

**Updates from CDCC Members:** No updates at this time.

**Public Comment:** No public comment

Motion to adjorn-Analisa
2nd-Erin
All in favor: yes
Opposed: none

**Future CDCC Meeting Dates/Times:**
- January 16, 2013  10:00 – 3:00  Grimes Building (conference call option)
- March 20, 2013  10:00 – 12:00  Conference Call
- May 15, 2013  10:00 – 3:00  Grimes Building
- July 17, 2013  10:00 – 3:00  Grimes Building  (optional)

**Decisions, If Any, Related to Discussion Points**
- Amy and Diane are looking into past history of CDCC to see what decisions have been made in the past regarding grant policy.

**Next Steps**
- Send future agenda items to Amy or Diane

**Next Meeting**
- January 16, 2013, 10:00am to 3:00pm
  - Grimes Building – Room 3N, 400 E. Grand Avenue
  - Des Moines, IA  50319