

## **Child Development Coordinating Council Minutes May 21, 2014**

### **Attending**

**Voting Members Present:** Mary Groen, Lance Roorda, LauraBelle Sherman-Proehl, Peg Macek, Carla Peterson (left at 12:00)

**Voting Members Absent:** Erin Clancy, Colleen Dunn, Julie Ingersoll, Betty Zan

**Non-Voting Members Present:** NA

**Non-Voting Members Absent:** Tracey Mavis, Jeanie Wade-Nagle, Cathy Wheatcraft, Tom Rendon

**Staff to Council Present:** Amy Stegeman, Diane Moore

**Staff to Council Absent:** NA

### **Major Discussion Points**

The meeting was called to order by Mary Groen, Council Chair.

#### **Approval of March 12, 2014 Minutes (Mary Groen)**

There was not a quorum present. Mary Groen determined an electronic vote could be implemented. Amy Stegeman agreed to send the March Minutes to the CDCC Members via email and ask for an electronic vote for approval or disapproval of the minutes.

#### **Program Updates (Amy Stegeman/Diane Moore)**

Preschool:

- The preschool renewal application is being updated and will be open and available to grantees in the near future.
- The year-end report template is being updated and Amy is working with the IT Department within the DE to have this available during the month of June. It will be migrated to the DE Portal so Amy will be sending instructions to the grantees to ensure they can access the report template in its' new location.
- Children within Teaching Strategies GOLD and those who are in Student Reporting in Iowa are being matched so that student ID's can be created. Approximately 70% of all children matched immediately and roughly 30% do not. This could be children who are in non-district Shared Visions Programs or children in programs not under the auspices of DE who are in GOLD. Amy worked with Tim Glenn (DE Research Statistical Assistant) to see if the non-district Shared Visions children are in the spreadsheet received from GOLD. The findings will be shared with the IT Department to complete the assigning of student ID numbers. Once this is complete, Teaching Strategies GOLD will enter the ID numbers into GOLD so that programs will not have to do this.

Parent Support:

- REDcap has surveyed programs for names/contact information for an administrator who will complete the year-end report. Reports will come in August or early September. Efforts to ensure data is accurate has been an ongoing process due to small details such as specific grant numbers, program names, etc.

Peg commented that the data system she works with has a cheat sheet with most frequently made mistakes and suggested a similar resource may be helpful with the Shared Visions Grantees accurately entering data.

#### **Family Support/Home Visiting in Iowa – Aligning Quality Standards (Janet Horas – Presenter)**

Handouts were provided to attendees. Diane Moore provided a brief background and history of quality standards to support quality family support programming in Iowa. The Council was asked to consider developing a policy requiring Shared Visions Parent Support Programs to adopt these quality standards for the reapplication in fiscal year 2016. A benefit of this policy would be demonstrating to legislators how family support programs work together to better serve

both large and small communities. Peg commented this collaboration is a good demonstration to other agencies and programs as well.

Janet explained the definitions of evidence based and promising practice – both needing to be funded because of the opportunity to explore locally developed program models. The logic model for proving promising practice explains how they will meet the required outcomes while allowing the program to be designed to meet local needs.

Seven of the nine Shared Visions Parent Support Programs have multiple funding streams and they are already using Tool FF which was provided as a handout for the Council to view.

Areas for the CDCC to consider for the FY16 application:

- Staffing requirements: criminal and child abuse background checks - cost paid by hiring organization
- Electronic data collection (already required by Shared Visions Parent Support Programs)
- Competency assessment/system for both family support workers and supervisors: based on core competencies, pre-assessment option, learning module support. The actual assessment development is a current open RFP posted at IDPH funding opportunities. (This is not in tool FF, but will be considered soon.)
- Coordinated intake system: coordinated with Early Access to provide one entry point, places the family/child in the proper agency to deliver needed services and supports. Lance Roorda is the contact person. This ensures families get the best fit, has openings, and local services work together.
- Signed release of information for a family with IFSP/IEP: for purposes of coordination of services between AEA and family support program, be aware of what Early Access does, must meet educational need but not all other needs.
- Uniform Outcome Measurements: Life Skills Progress and Protective Factors Survey, possible maternal depression screening.
- Program standards: require to have or be working toward either the Iowa Family Support Credential or a national standard.

Unintended consequences to consider: data system struggles (getting better in time), background checks – what findings might affect families. Does the DE have support and technical assistance available for Shared Visions Parent Support Programs?

#### **Legislative Update (Amy Stegeman)**

- The standings bill has passed and at this time funding is status quo from last year. We must wait for the Governor's signature to provide any allocations to FY15 grantees. The renewal application can be posted with a placeholder for allocations so that grantees can begin the process while we wait for the allocations. Once the allocations are finalized, the grantees will be able to complete the budget page of the application.

#### **Early Literacy Implementation (Mary Groen)**

- The law requires this for K – 3<sup>rd</sup> grades, and is not required for preschool. Universal screening and progress monitoring, amongst other items, are required. The work of C4K is closely related as early literacy implementation began in phases. There are some Phase I schools that have included their preschool programs. Future phases coordinated by the work of C4K may require some preschool participation. If there is more expansion and impact on early childhood programs the Council may choose to discuss it further. However, since the law only requires K-3 implementation and preschool participation is optional, the Council has chosen not to discuss it further at this time.

#### **Revision of Administrative Rules (Amy Stegeman)**

Amy reviewed the process and work up to this point to include: noticed by state board, first view by ARRC, public comment received for preschool/none for parent support, viewed by stated boards for second time on May 15, 2014.

We anticipate the next steps will be that the rules go back to the ARRC on June 10<sup>th</sup> who has several options. The anticipated date they would become effective is July 16, 2014.

The Council reviewed the requirements for the Shared Visions Preschool Programs as outlined in Iowa Code and Chapter 64. They were asked to provide feedback regarding the prioritization and scoring of these requirements to assist with the development of the FY16 application and competitive grant process. Mary Groen walked the Council through discussion of each of the items. Feedback and comments were recorded. The group determined it would be best to send the chart and a copy of the comments to the remaining Council members who were not present and ask for any further feedback. Amy Stegeman agreed to do this via email.

**Next meeting dates (Mary Groen)**

July 16<sup>th</sup> conference call – This was kept on the calendar and its' need will be determined at a later date. Future meeting dates were identified as follows:

September 17, 2014 – In Person

November 19, 2014 – In Person

January 21, 2015 – Conference Call

April 15, 2015 – In Person

July 15, 2015 – Conference Call (optional)

**CDCC Member Updates**

None

**Public Comment**

None

**Adjourn**

There was no motion to adjourn due to a lack of quorum.

**Future Meeting Agenda Items**

None determined at this meeting except to continue agenda items above.

**Future Meeting Dates**

July 16, 2014 – Conference Call (optional) 10:00 – 12:00 noon