

Draft for Review
December 1, 2008

**Healthy North Dakota Early Childhood Alliance (HNDECA)
Early Care & Education Subcommittee Meeting
Wednesday, November 5, 2008**

Draft Meeting Summary

Proposed Meeting Goals:

- To receive an update regarding the ECCS grant and the Frameworks Institute follow up activities;
- To review and update the subcommittee areas of the HNDECA Work Plan;
- To identify data sources for future epidemiological study; and
- To develop agreement on public policy initiatives of importance.

Meeting Participants: Linda Ehreth, Linda Jagielo, Linda Reinicke, Cheryle Masset – Martz, Helen Danielson, Earleen Friez, Linda Rorman, Linda Lembke, Vanessa Hoines, Kay Larson and Linda Elstad (in person) and Suzie Godsell, Richard Rathge (via phone).

Facilitated by: The Consensus Council, Inc.

Welcome, Introductions and Process Review: Participants were welcomed to the meeting and provided self-introductions. Participants affirmed the use of consensus-based decision-making and the previously established ground rules. Participants reviewed the proposed agenda and meeting materials. No changes were recommended.

ECCS and Frameworks Update: Regarding ECCS, Cheryle reported that Dr. Rathge and the Consensus Council would assist in the development of the 2009 ECCS grant proposal. The Health Resource and Service Administration (HRSA) has released additional grant guidance although the final version is not expected until December 18, 2008. There will also be a need for proposal reviewers to assist in the editing of the grant proposal during January 2009; volunteers are asked to contact Cheryle.

Dr. Rathge will serve as both the epidemiologist and the evaluator for this initiative. Dr. Rathge provided the following assistance for the subcommittee to consider:

To be of help for his evaluation purposes Dr. Rathge asks the subcommittee to:

- *Determine what we want to accomplish when finished;*
- *Determine how to create the movement (what are the activities and who are the partners);*
- *Determine who to involve and what the chain of events will be; and*
- *Focus efforts on completing the work plan and serving as data contact sources.*

Dr. Rathge also shared the following:

- *He will be measuring for success (summative);*

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- *He will be assessing the process;*
- *The epidemiological work will involve the external indicators, evaluated by characteristics (i.e. race, ethnicity, geography, age); and*
- *He suggests adding an “indicators” column to the work plan since the Project THRIVE indicators have already been developed.*

Regarding follow-up to the Frameworks Institute training, Cheryle reported on the results of the survey monkey instrument and the outcomes of the meeting held 10/30/08. All HNDECA members, and Frameworks Institute sponsors, will receive the meeting summary in the near future for review and feedback. This feedback will be used to further refine the framed messages at a meeting to be scheduled for early December. It was recommended by the Early Care and Education subcommittee that a common font, graphic or other identifier be used to make messages more recognizable and memorable. It was also agreed that simple is best.

By meetings end, all participants in the Frameworks follow-up meeting agreed to serve as peer reviewers. It is anticipated that the framed messages will be finalized for use prior to the 2009 legislative session and in preparation for an event scheduled for January 12, 2009. Sponsored and organized by the Region 7 Children’s Services Coalition, the event will be a daylong fair in the Great Hall of the State Capitol to acquaint legislators and others with the needs of children and families. Agencies and organizations will be contacted soon to secure their agreement to participate.

Review and Completion of Work Plan: Participants reviewed Goals # 2 and 3 from the ECCS work plan along with objectives, activities and other supporting information. It was agreed that a goal should be developed for Pre-K services and/or Pre-K pilot programs. Time did not permit completion of all of the tasks. However, participants did make many additions to the work plan (attached) as well as to some of the objectives and activities. These revisions are as follows:

2.3.a: Establish a work group to coordinate implementation of awareness activities, funding and quality assurance.

2.3.b: Develop and deliver training for early childhood service providers and teachers to include an overview and strategies for integration of Early Learning Guidelines (ELG) into current programs.

2.3.c: Integrate ELG into current and future training initiatives for early childhood service providers and teachers.

2.3.d: Integrate ELG into appropriate post-secondary education programs for pre-service and in-service practitioners.

2.3.e: Develop resources and strategies to inform parents about ELG’s.

2.3.f: Develop resources and strategies to inform decision makers and policy makers about ELG and their value. (NOTE: It was later agreed to move this statement from Goal #2 into Goal #1 where it will become Objective 1.4.d.)

The following suggestions were also made and will be discussed further at a follow-up meeting of the Early Care and Education subcommittee:

- Move all of 2.4 under Goal #1
- Renumber 2.5 accordingly
- Regarding 2.5.a, it is impossible to have a system without the accompanying funding
- The (second statement marked) 2.7 should be 2.7.a
- 2.7 should read: Implement an early care Professional Development plan that includes incentives and a Quality Rating and Improvement System (QRIS).
- Add something to address the need for funding for career pathways
- Develop a goal and objectives for Pre-K (possibly 2.8 or 2.9)

Identification of Next Steps: Participants were not able to complete their assignments but agreed to schedule a follow-up meeting to finish the work plan development. The meeting will be Friday, November 14 from 1:00 to 4:00 at Lutheran Social Services in Bismarck and the participants will include:

- Cheryle Masset-Martz
- Linda Jagielo
- Linda Reinicke
- Kay Larson

Summary Comments: Cheryle reported that she is working on HNDECA membership recruitment and orientation. Members are being strongly encouraged to participate in a subcommittee and may be contacting existing members for information or to become involved.

Cheryle requested assistance in development and review of artwork and materials for a display board promotion. Volunteers included:

- Linda Ehreth
- Vanessa Hoines
- Kay Larson

Cheryle reported on an upcoming meeting hosted by the Northwest Area Foundation and the Seattle Foundation titled "Strategies to Eliminate Poverty" or STEP. The meeting will be held on Wednesday, November 12, 2008 from 9:30 to 11:30 a.m. at the Heritage Center in Bismarck. HNDECA members are invited to attend and can contact Cheryle for more detailed information.

The meeting was adjourned by consensus of the group.

Notes submitted by Helen Danielson:

I have just a few minor notations that you may want to consider, but certainly not going to change the meaning that much...

2.3b: Develop and deliver training for early childhood services (providers/teachers) to include strategies (for integration) of ELG.

2.3e: Under Government column - DPI (Title I), Extension, (PRC Network), (ND Family Voices) + the ones you already have in the columns.

2.3f: Develop resources and strategies to inform policy makers (of the value of) Early Learning Guideline concepts.

Yes, I think we did indicate 2.4 should be moved to Goal 1 (there was some mention of unifying with United Way's Born Learning Program because it is so effective.)

I don't have all the tag lines that you mentioned as possibilities from the follow-up Frameworks meeting. Maybe that's something we all need to be more intentional about reviewing. The header/footer tagline really needs to communicate a uniform value.