



## Nevada Early Childhood Advisory Council

### NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC) LEADERSHIP SUBCOMMITTEE PUBLIC MEETING TUESDAY, JANUARY 4, 2022 10:00 AM

*“Nevada’s children will be safe, healthy, and thriving during the first eight years of life, and the system will support children and families in achieving their full potential.”*

#### **Meeting Location:**

This meeting was held via Teams videoconference.

#### PUBLIC NOTICE

*The public is hereby noticed that the Nevada Early Childhood Advisory Council reserves the right to take agenda items out of posted order (except that public hearings will not begin earlier than posted times); items may be pulled or removed from the agenda at any time; and items may be combined for consideration. A time for public comment is provided at the beginning and at the conclusion of the meeting. A time limit of three minutes may be imposed by the Subcommittee Co-Chairs, for public comments, in order to afford all members of the public who wish to comment, with an opportunity to do so within the timeframe available to the Council. The Subcommittee Co-Chairs reserve the right to call on individuals from the audience or to allow for testimony at any time.*

*The Subcommittee Co-Chairs reserve the right to call items of the agenda out of order as needed.*

*Reasonable efforts will be made for members of the public who have disabilities and require special accommodations or assistance at the meeting. Please contact Denise Tanata at DTanata@childrencabinet.org, at least five business days in advance so that arrangements can be made.*

*This public notice has been posted at the offices of the Department of Education in Carson City and Las Vegas; Department of Health and Human Service in Carson City; and at the Nevada State Library and Archive in Carson City. Notice of this meeting was posted on the Internet through the Nevada ECAC website at <http://nvecac.com>.*

*The support materials to this agenda are available, at no charge on the Nevada ECAC website at: <http://nvecac.com/> (under the meeting date referenced above) or by contacting Denise Tanata at The Children’s Cabinet, 1771 E. Flamingo Road, Suite 200B or 702.544.9629 or DTanata@childrencabinet.org.*

#### MINUTES

##### **1. Welcome, Call to Order, and Roll Call**

*Patrice Gardner and Denise Tanata, Leadership Subcommittee Co-Chairs*

- Members in Attendance: Denise Tanata, Patrice Gardner, Julie Houchins, Dr. Jenna Weglarz-Ward, Dr. Linda Young, Maggie Salas Crespo, Marty Elquist, Cathleen Rexing
- Public in Attendance: Angela Rose, Anna Binder, Lela Arney, Ashley Dines, Alberto Quinero, Kathy Yoder Bass, Janna Rightmire, Maura Snyder

##### **2. Public Comment #1**

- No public comment

##### **3. Discuss Subcommittee Structures, Roles & Responsibilities and Membership**

*(Discussion, For Possible Action)*

*Denise Tanata, Subcommittee Co-Chair*

*Materials – NECAC Subcommittee Roles and Responsibilities 2021 Update*



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- Denise Tanata provided an overview of the new subcommittee structure, requesting all chairs to hold meetings at least once every other month and to have each subcommittee select and recruit additional members as needed. Each subcommittee member must complete a commitment form (Roles and Responsibilities form) to ensure accurate rosters and determine quorum numbers for each subcommittee.
- Dr. Young asked if subcommittees could meet more often as needed. Denise Tanata replied yes – subcommittees may meet as often as needed to complete the work of the subcommittee.
- Dr. Young asked if meetings are allowed to be recorded. Denise Tanata responded that each co-chair would have the option of using their own platform (must be accessible to public) or they can be setup for the subcommittee co-chairs (for virtual meetings).
- Dr. Young asked about how the minutes would be taken. Denise Tanata responded that ideally each subcommittee would assign someone from the subcommittee to take notes/minutes. They could then be submitted to Denise to be reviewed for accessibility and posting. If you cannot identify someone to do this, please let Denise know.
- Dr. Young asked about the agenda. Denise Tanata responded that she would create a template agenda for everyone to easily complete for meetings.
- Dr. Young asked about the subcommittees reporting out to the larger ECAC. Denise Tanata indicated that she will work on creating a reporting template, but that has not been created yet.
- Denise Tanata indicated that we are working on ways to report information differently to reduce the amount of time spent on reporting out during meetings, to reduce the length of meetings.
- Marty Elquist commented that all subcommittee meetings need to be recorded for Open Meeting Law. Minutes have to be completed within 30 days or by the next meeting of the subcommittee.
- Ashley Dines asked if subcommittees have to meet quorum. Denise Tanata responded that all subcommittee meetings are required to meet quorum. Subcommittee meetings cannot take place if quorum is not met.
- Dr. Young asked about subcommittee membership and recruiting. What is the process for selecting subcommittee members – does that need to be approved? Denise Tanata responded that co-chairs get to select who serves on subcommittees and recommended meeting with co-chair to make selections. Want to avoid making the subcommittees too large. The Chair does not need to approve membership for subcommittees, but can provide feedback or recommendations if needed.
- Dr. Young asked if there was a template or format for taking attendance during subcommittee meetings. Denise Tanata responded that there is an excel spreadsheet for the full ECAC meetings. It would be the responsibility of the co-chairs to keep attendance for the subcommittee meetings. Denise Tanata will provide an excel template for tracking attendance.
- A question was asked in the chatbox regarding the list of subcommittee members. The list has been sent out to co-chairs, but is not public yet. Marty responded that the subcommittees will be listed on the websites as the meetings are scheduled. We can add rosters to the website for each subcommittee. Denise Tanata requested that we add the list of subcommittees on the website with contact information for the co-chairs for individuals who might be interested in serving.
- Marty Elquist indicated that Matthew with the Department of Education will be helping with website design, so please let her know if you have any recommended changes.
- Denise Tanata asked if any of the co-chairs were opposed to having their contact information listed on the website. There was no opposition.

#### **4. Discuss Revisions and Recommended Changes to the NECAC Bylaws**

*(Discussion, For Possible Action)*

*Denise Tanata, Subcommittee Co-Chair*

*Materials – NECAC Bylaws*



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- Denise Tanata shared her screen to show the proposed changes to the Bylaws. The subcommittee reviewed the changes which include:
  - Article II: Adding a reference to AB194 from the 2019 session which expanded Council membership and instituted the requirement for an annual report to be submitted to the Legislature and Governor.
  - Article III: Remove reference to “AB79” and replace with reference to NRS 432A.076. Also added the section of NRS that requires the annual report (exact language from statute) as item “G”.
  - Article IV, Section 1: Remove reference to “AB70” and replace with reference to NRS 432A.076 and adding the medical representative from the 2019 bill in the table.
  - Article IV, Section 3: Remove list of subcommittees from previous strategic plan and add the five new subcommittees established through the new strategic plan.
  - Article, IV, Section 7: Added reference to notifying the Governor’s Office of Boards and Commissions if a member is resigning.
  - Article VI: Remove reference to “AB70” and replace with reference to NRS 432A.076
  - Article VII: Add tentative date of revisions to January 19, 2022.
- Motion:
  - Patrice Gardner motioned to make these changes to the Bylaws and present at the January 19<sup>th</sup> meeting.
  - Julie Houchins seconded the motion.
  - All subcommittee members approved, the motion passes.
  - Patrice Gardner will present the Bylaws for consideration at the January 19<sup>th</sup> meeting.

### **5. Discuss Leadership Subcommittee Membership – Parent and Provider Representatives**

*(Discussion, For Possible Action)*

*Denise Tanata, Subcommittee Co-Chair*

- Denise Tanata discussed the opportunity to add both parent and provider representatives on the Leadership Subcommittee to ensure parent and provider voice in the ECAC. These roles and how to appoint have not been defined, so need to be discussed by the leadership subcommittee. Carrie Paldi serves as a provider representative on the ECAC, so could serve in that role. We do not have a parent representative on the ECAC. Ms. Ashley Dines serves as the Parent Leadership Coordinator at The Children’s Cabinet, so could assist with that position.
- Dr. Young expressed her support for having both parent and provider leadership. Asked if this would be limited to the subcommittee or if they would be members of the ECAC. Denise Tanata responded that membership on the ECAC is defined in statute and members are appointed by the Governor. If we have recommendations for changes in membership, we would need to request a change to the NRS. Membership on subcommittees is not defined by statute, so we have more flexibility. Dr. Young would like to see a parent representative added to the NECAC. Denise Tanata indicated that we will discuss changes in NECAC membership at a future meeting of the Leadership Subcommittee.
- Denise Tanata asked if there were any thoughts on appointing a provider representative to the Leadership Subcommittee. Would we like to ask Carrie to serve in that role or open it up to others?
- Patrice Gardner recommended that we open it up to others to provide an opportunity to expand it to other voices. Carrie works for a corporate providers, so this could be an opportunity to expand to other provider types.
- Dr. Weglarz-Ward asked if we are looking for one specific member to serve on this subcommittees or are we looking for parents and providers to serve on each of the subcommittees. Denise Tanata responded that this discussion is specific to the Leadership Subcommittee, but would encourage all of the co-chairs to invite parents and/or providers to their groups.
- Dr. Weglarz-Ward also noted that we often make it difficult for parents and providers to participate. We should definitely invite parents and providers to participate, but need to revise practices to ensure equitable access to encourage/support participation. Denise Tanata noted that we also have resources through our HRSA grant that might be available to provide supports.



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- Marty Elquist seconded Dr. Weglarz's comments and wanted to make sure that we are truly engaging parents. Ensure that we are structuring meetings and conversations that are meaningful. Also agreed with Patrice to use this opportunity to foster growth of more providers and expand voice.
- Dr. Young agreed with previous statements. As the co-chair of the Communications and Engagement Subcommittee, would like to ensure parent and provider representatives to serve. May not directly impact every subcommittee, but should try to have participation on the subcommittees where it is relevant. Also mentioned that we need to look at geographic diversity.
- Denise Tanata proposed that all participants consider recommendations and nominations for individuals to serve in these roles and bring back for consideration at our next meeting. Denise Tanata reintroduced Ashley Dines and her role in supporting parent leadership opportunities. Potentially have Ashley provide recommendations and/or serve in that role. Also, Lela Arney is in the process of putting together the Provider Action Committee, so we may want to look at coordinating and aligning that Committee through membership on the Leadership Subcommittee. We should also consider other types of providers (not just child care providers) in the early childhood space.
- Denise Tanata closed out this item by stating that we would reconsider this item at the next meeting.

### 6. Leadership Subcommittee 2022 Meeting Schedule

*(Discussion, For Possible Action)*

*Denise Tanata, Subcommittee Co-Chair*

- Denise Tanata asked if Tuesday mornings at 9am, every other month, would work for everyone. The next meeting would be Tuesday, March 1<sup>st</sup>.
- Dr. Young asked if there were any resources to help people who might want to engage? Denise Tanata said that we can discuss that – we'll need to discuss what that would look like and what would be needed.
- Dr. Young shared information regarding the meeting at the Pearson Center this weekend. She will send the flyer to Denise.
- Denise Tanata confirmed that meetings would be every other month on the first Tuesday at 9am. We can adjust schedule later if needed.

### 7. Public comment #2

*Public comment will be taken during this agenda item on any matter within the Council's jurisdiction, control, or advisory power. No action may be taken on a matter raised under this item until the matter is included on an agenda as an item on which action may be taken. The Council Chair will impose a time limit of three minutes.*

- Anna Binder asked if subcommittee meetings would be scheduled before March 1<sup>st</sup>. Denise Tanata recommended making sure everyone is on the NDE listserv as all meetings are posted through that list. Marty will send the link.
- Dr. Young also mentioned that she can assist with outreach through the Village Foundation. Has about 30 partner organizations that receive the newsletter.
- Marty Elquist will work with Patrice to trouble shoot Teams so she can access files. That way we can share access with the rest of the group to share files.

### 8. Adjournment

- Denise Tanata adjourned the meeting at 11:11am.