



Nevada Early Childhood Advisory Council

NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC)

LEADERSHIP SUBCOMMITTEE

PUBLIC MEETING

AUGUST 1, 2023

9:00 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 Zoom videoconference.

MINUTES SUMMARY

1. Welcome, Call to Order, and Roll Call

Tiffany Alston, Chair, called the meeting to order at 9:06 AM.

- Members in Attendance:
 - Tiffany Alston, Early Childhood Advisory Council Chair
 - Patrice Gardner, Early Childhood Advisory Council Vice Chair (Partial Attendance)
 - Julie Houchins, Systems Alignment and Policy and Finance Subcommittee Co-Chair
 - Dr. Jenna Weglarz-Ward, Systems Alignment Subcommittee Co-Chair
 - Dr. Linda Young, Communications and Engagement Subcommittee Co-Chair
 - Ashley Dines, Parent Representative
 - Kathy Yoder Bass, Provider Representative (Partial Attendance)

- Members Not in Attendance:
 - Elysa Arroyo, Policy and Finance Subcommittee Co-Chair
 - Jennifer Butler, Communications and Engagement Subcommittee Co-Chair
 - Marty Elquist, Data and Evaluation Subcommittee Co-Chair

- Public in Attendance:
 - Byron Dondoyano, Data Coordinator, Nevada Department of Education (NDE), Office of Early Learning and Development (OELD)
 - Anna Villatoro, Early Childhood Comprehensive Systems (ECCS) Program Specialist, The Children's Cabinet
 - Rosa Tamayo, NV ECCS Parent Leadership Coordinator, The Children's Cabinet
 - Jamie Mendez, Early Childhood Education Workforce Specialist, NDE, OELD
 - Denise Tanata, ECCS Advisor, The Children's Cabinet
 - Tiffany Olivas, ECCS Manager 2, The Children's Cabinet
 - Sabrina Jones, ECAC Systems Specialist, NDE, OELD
 - Vickie Ives, Health Bureau Chief, Nevada Division of Public and Behavioral Health
 - Vivian Bolanos, Birth to 3rd Grade Education Specialist, NDE, OELD
 - Rachel Stepina, Grant Manager, Preschool Development Grant Birth-5, NDE, OELD



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- John Giammona Wilber, ECAC Administrative Assistant, NDE, OELD

2. Public Comment #1

- No public comment was given.

3. Approval of Flexible Agenda

(For Possible Action)

Tiffany Alston, Chair

Materials: [Agenda](#)

- Patrice Gardner (Vice Chair) motioned for the approval of a flexible agenda.
- Dr. Linda Young seconded the motion.
- All subcommittee members voted in the affirmative and the motion passed.

4. Minutes from June 6, 2023

(Discussion, For Possible Action)

Tiffany Alston, Chair

Materials: [June 6, 2023, Minutes](#)

- Tiffany Alston asked if any edits or additions had to be made to the minutes.
- Dr. Linda Young motioned that the minutes be approved as presented.
- Patrice Gardner seconded the motion.
- All subcommittee members voted in the affirmative and the motion passed.

5. Discussion of ECAC Funding Opportunity

(Discussion, For Possible Action)

Tiffany Alston, Chair

- Tiffany Olivas shared that the amount of funding available for the Nevada ECAC to use was somewhere around \$21,000. She clarified that the funds needed to be spent by the end of September, 2023.
- Tiffany Olivas suggested that the funds be used to provide parent stipends. She explained that this should cost about \$100 per parent per ECAC meeting. She said that these stipends could take the form of gift cards for participating parents. She reminded the subcommittee that with the passage of AB.1.14, a parent will be required to participate in some capacity.
- Tiffany Olivas shared the idea of organizing a manifesto training, through the Center for the Study of Social Policy, for racial equity and parent leadership. She explained that such trainings had been extremely well received in the past, and that two new trainings were being proposed: one in Reno and one in Las Vegas. Stipends would cover travel costs and translation services.
- Tiffany Olivas proposed translating the ECAC strategic workplan into Spanish. She also suggested purchasing supplies for ECAC tabling in the future.
- Rachel Stepina explained that the updated ECAC strategic plan work is part of the Preschool Development Grant (PDG) proposal. The proposal included \$75,000 towards an RFP, for the State to select a vendor to guide through the creation of an updated strategic plan. She clarified that this should happen during the mid-point of 2024.



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- Rachel Stepina shared that the PDG budget also extended and/or continued local ECAC support grants (managed by Tiffany Olivas.) These funds amounted to \$100,000 for calendar year 2024 and \$160,000 for calendar year 2025.
- Rachel Stepina noted that the OnStrategy ECAC strategic plan funding software amounted to \$8,000 and is being covered by Child Care Development Fund (CCDF) through the Division of Welfare and Supportive Services Child Care Development Program.
- Tiffany Alston emphasized that the ECAC was racing against the clock to spend down those dollars. She shared an idea to get these funds to all the local ECACs. She asked Denise Tanata if there were other grants that could contribute to parent participation stipends.
- Patrice Gardner relayed a conversation about spending some of the outstanding funds on swag materials or any other sort of ECAC branded gear. She asked whether the priority should be pushing out awareness of the ECAC and its work, or if the aforementioned funds should be used more directly within the community (for the landscape of childcare.)
- Denise Tanata emphasized that the priority was to spend the funds (\$21,000) that had the September deadline. She offered that once those funds were spent in an approved fashion, a bigger conversation about the availability of new funds and their potential uses could be had.
- Tiffany Alston asks the members how the immediate funds could be used to aid the work of their specific subcommittees.
- Dr. Linda Young cited the Communications and Engagement subcommittee's work (which includes a two-way communication plan to engage and connect providers, families, and stakeholders.) She clarified that this meant that the ECAC is required not just to be a meeting contact, but to be an active and engaged contact with other Early Childhood stakeholders.
- Dr. Linda Young clarified that the communication work requires the use of some material tools: physical business cards, brochures, stickers, etc. She expressed that not all members of the communities we serve rely on primarily online communication. She suggested giving \$4,000 or \$5,000 to the Communications and Engagement subcommittee for the materials.
- Dr. Linda Young added that the funds could be used to send ECAC representatives to charity galas and other community meeting events, along with ECAC advertisements in community meeting literature.
- Tiffany Alston asked Dr. Young which of her ideas could use the immediate (September due date) funds.
- Rachel Stepina offered that there is a bucket of funds specifically for family voice leadership, which could be used to support parent participation.
- Tiffany Olivas added that the current funds could be used to support this goal, and that collaboration could lead to combining resources.
- Tiffany Alston suggested using the immediate funds for tabling materials for the Communications and Engagement subcommittee.
- Dr. Linda Young stressed the importance of the ECAC having a physical presence at community events. She suggested sending an ECAC representative to four major events per year: two in the south and two in the north. She asked if the funds can be used to purchase tickets for these events.
- Tiffany Alston thanked Dr. Linda Young for the suggestions. She emphasized that a discussion about the use of immediate funds should not mean the dismissal of longer-term ideas that were presented. She asked for confirmation that the immediate funds would be used for business cards.
- Dr. Linda Young answered yes. She also stressed the importance of the engagement element of communications and engagement subcommittee. She suggested having ECAC pens, buttons, notebooks, pins, etc. She added that those purchases could feasibly be completed within the week.
- Rachel Stepina shared that Anna Villatoro and parent leaders have given feedback about the ECAC website and updates that need to happen to it. She suggested marking some of the funds to be used specifically for the



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website. She added that these updates should be doable within the next 60 days. She clarified that Anna Villatoro already presented the need for those updates to the General ECAC during the July meeting.

- Ashley Dines suggested that website updates would not only help with present parent engagement but would also further facilitation of future parent engagement. She also proposed something akin to a constant contact be added to the website- a feature where parents can input where and when they would engage and participate.
- Dr. Jenna Weglarz-Ward reiterated that Spanish translations of materials, documents, and literature is essential. She agreed with Dr. Linda Young about using immediate funds for kits of physical outreach materials.
- Rachel Stepina added that the website doesn't have a translation feature.
- Tiffany Alston stated that one of the initial things that drew her to joining the ECAC is the reality that the ECAC is an advisory board and not a service organization. She noted that, by nature, the members were service-orientated people. She noted that she'd be working with Tiffany Olivas, Rachel Stepina, Patrice Gardner, and Denise Tanata to reorient the ideas given into being plausible for an advisory body as opposed to a service organization. She explained that this would mean a focus on how to get work done by the ECAC subcommittees out into the community. She asked that the discussion be framed around the question, "What do we want to share?"
- Tiffany Alston suggested a one-week deadline for subcommittee co-chairs to come back with proposals with vendors for physical materials. Executive leadership would then confirm the legality of all proposals before delegating funds.
- Tiffany Olivas confirmed that the due date worked and that she'd ultimately be the person doing the invoicing and purchasing.
- Denise Tanata confirmed the due date and cautioned against walking quorum when co-chairs meet to discuss purchasing plans.
- Rachel Stepina reiterated Dr. Linda Young's point about the necessity of people in the community knowing about the ECAC. She voiced that some of the problems that the ECAC has encountered in the past go back to it not being too well known amongst Nevadans. She added that branded swag helps considerably in terms of marketing the ECAC.
- Julie Houchins requested that the list of proposed purchases be provided to her prior to the next Policy and Finance subcommittee meeting (August 10, 2023 at 1 PM).
- Tiffany Alston confirmed that she would share that information with Julie Houchins.
- Tiffany Olivas suggested that while the general ECAC is an advisory board and not a service organization, the local ECACs are in many ways service organizations. She pointed to local ECACs' intensive and active community outreach efforts as evidence that they are functionally service organizations.
- Tiffany Olivas offered to include sharing the strategic plan with community members as part of the mini-grants that she was presently writing for local ECACs. She emphasized that this sort of direct community outreach could raise the profile of the ECAC within different Nevada localities. She clarified that local ECACs have indeed bought their own tabling supplies in the past, and that they are presently and mindfully active in their respective communities, both in the context of early childhood education, but also more broadly.
- Dr. Linda Young expressed that while this distinction between being a service organization and an advisory board was necessary, the line delineating the two was fuzzier in practice. She said that while having extensive strategic plans was fine, the ultimate push to enact change must be active participation in the community. She reiterated that in order for the ECAC to be known and understood by Nevadans, Nevadans need to see the ECAC "alive and well and making change."
- Tiffany Alston thanked Dr. Young for her passionate involvement and again requested that all subcommittee chairs email their purchasing proposals to herself and Patrice Gardner. She also stated that the confusion about alignment in this meeting just confirmed the necessity of a dedicated retreat for ECAC members.

6. Discuss Nevada ECAC Membership Recruitment and New Member Orientation Strategies



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(Discussion/ For Possible Action)

Tiffany Alston, Chair

- Tiffany Alston asked which subcommittee the members felt that recruitment responsibilities should fall under and where that element lined up in the combined strategic workplan.
- Sabrina Jones updated the subcommittee on the one-page membership announcement which was discussed during the last month's meeting. She clarified that she has drafted a one-page announcement flyer which she will email to the Chair and Vice Chair for their thoughts and approval. She said that the final version of this announcement could be posted on the ECAC website. She confirmed that she was currently working on a new member's orientation PowerPoint and a membership handbook.
- Sabrina Jones reminded the subcommittee members that she has requested statements about "Why I joined ECAC" to be used in marketing materials. She requested that those statements be ready by next month's meeting.
- Dr. Linda Young asked if funding existed to send new and existing ECAC members to national early learning or early childhood education programs (such as HeadStart's policy summit in Washington, DC.)
- Sabrina Jones answered that the priority right now is to get new members orientated and educated about the ECAC in-state, as feedback had shown that even new ECAC members were confused about what the ECAC does. She also requested that some outstanding funds go to recruitment efforts- such as updating the website. She suggested that all ECAC meetings end with a recruitment announcement.
- Tiffany Alston asked if anybody knew how many parents are needed to fill the new ECAC seats under AB.1.14.
- Denise Tanata answered that while an exact number wasn't specified, it needed to be at least one parent, and hopefully more. The Governor's Office of Boards and Commissions would ultimately decide how many parent seats would exist, if more than one.
- Tiffany Alston asked the subcommittee members if they had suggestions about the number of new seats that could be given to the Governor's Office.
- Ashley Dines suggested that two new members at minimum would be a good goal, if not one per subcommittee.
- Tiffany Alston clarified that the ask would be for two new members: one from southern Nevada and one from northern Nevada.
- Rosa Tamayo clarified that the parent group she works with in Northern Nevada is primarily Spanish speaking. She noted that recruitment in this respect is especially difficult due to the language barrier and adequate Spanish language resources being unavailable.
- Tiffany Alston reiterated that the purchasing of Spanish language translation services and technologies is a priority.
- Julie Houchins asked if the new seats allotted by AB.1.14 would be three-year terms.
- Denise Tanata answered in the affirmative- the members of new seats, like current sitting members, would serve three-year terms. She suggested that parent representation should equitably showcase the different geographies, languages, cultures, and special needs exhibited by Nevadans. She noted that the state is such a vast and diverse place that even twenty seats couldn't completely represent all of Nevada's youngest learners.

7. Updates from Subcommittee Co-Chairs, Discuss Workplans, Meeting Updates and Subcommittee Activities

(Discussion/ Possible Action)

Tiffany Alston, Chair

- Julie Houchins updated the subcommittee about the last Systems Alignment meeting (in July.) She mentioned discussion about crosswalks between different systems like PDG and HRSA and the "different funnels for



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resources that are out there.” She clarified that the Systems Alignment subcommittee workplan was actively being revamped.

- Dr. Jenna Weglarz-Ward asked Tiffany Alston if she would like reports from subcommittee chairs to be provided prior to Leadership subcommittee meetings.
- Tiffany Alston answered that she would have a decision to the subcommittee chairs at a later date.
- Dr. Linda Young invited members and guests to an upcoming Community Engagement subcommittee meeting (on August 8.) She specified that the meeting would address the subcommittee’s goal of increasing the capacity to equably connect families with the early childhood system. She explained that, to connect with parents, avenues for connections must be identified. She stated that herself and Jennifer Butler were working on a master-list of community partners that should be completed by the end of the month. She requested more ECAC cross-subcommittee collaboration.
- Tiffany Alston thanked the subcommittee members for their updates and clarified that agenda items that were not reached during this meeting would be addressed during next month’s meeting on September 5, 2023 at 1 PM. .

8. Public comment #2

- No public comment was given.

9. Adjournment

- Tiffany Alston adjourned the meeting at 10:31 AM.