



Nevada Early Childhood Advisory Council

NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC)

LEADERSHIP SUBCOMMITTEE

PUBLIC MEETING

NOVEMBER 07, 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, Nevada ECAC Chair and Patrice Gardner, Nevada ECAC Vice Chair

- Tiffany Alston called the meeting to order at 9:05 AM.
- Members in Attendance:
 - Ashley Dines, Parent Representative
 - Jennifer Butler, Communications and Engagement Subcommittee Co-Chair (Partial Attendance)
 - Julie Houchins, Systems Alignment/ Policy and Finance Subcommittee Co-Chair (Partial Attendance)
 - Karissa Loper Machado, Data and Evaluation Subcommittee Co-Chair
 - Marty Elquist, Data and Evaluation Subcommittee Co-Chair
 - Patrice Gardner, ECAC Vice Chair
 - Tiffany Alston, ECAC Chair
- Members Not in Attendance:
 - Dr. Jenna Weglarz-Ward, Systems Alignment Subcommittee Co-Chair
 - Dr. Linda Young, Communications and Engagement Subcommittee Co-Chair
 - Elysa Arroyo, Policy and Finance Subcommittee Co-Chair
 - Kathy Yoder Bass, Provider Representative
- Public in Attendance:
 - Anna Villatoro, Early Childhood Comprehensive Systems (ECCS) Program Specialist at The Children's Cabinet
 - Annette Dawson Owens, School Readiness Policy Director, Children’s Advocacy Alliance
 - April Cruda, Program Officer II, Nevada Office of Minority Health & Equity
 - Christie Bringman, Nevada Early Intervention Services (NEIS) Reno
 - Denise Tanata, Early Childhood Comprehensive Systems (ECCS) Advisor, The Children's Cabinet
 - Elyse Monroy, Government Affairs Manager, Belz & Case Government Affairs
 - Jamie Mendez, , Early Childhood Workforce Specialist, Nevada Department of Education, Office of Early Learning and Development



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- John Giammona Wilber, ECAC Administrative Assistant, Office of Early Learning & Development, Department of Education
- Naoka Foreman, General Assignment Reporter, The Nevada Independent
- Rachel Stepina, Preschool Development Grant Manager Birth - 5, Office of Early Learning & Development, Nevada Department of Education
- Rosa Tamayo, Northern Nevada Early Childhood Comprehensive Systems (ECCS) Family Leadership Coordinator, The Children's Cabinet
- Sabrina Jones, ECAC Systems Specialist, Office of Early Learning & Development, Nevada Department of Education
- Tiffany Olivas, Early Childhood Comprehensive Systems (ECCS) Manager 2, The Children's Cabinet

2. Public Comment #1

- No public comment was given.

3. Approval of Flexible Agenda

(For Possible Action) The Subcommittee will approve a flexible agenda. The Subcommittee may take agenda items out of order; combine two or more agenda items for consideration; remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Tiffany Alston, Nevada ECAC Chair and Patrice Gardner, Nevada ECAC Vice Chair

- Ashley Dines motioned to approve the use of a flexible agenda.
- Marty Elquist seconded the motion.
- All members present voted in favor of the motion; none opposed.
- The motion passed.

4. Minutes from October 3, 2023

(Discussion, For Possible Action) The Subcommittee will discuss and approve the minutes.

Tiffany Alston, Nevada ECAC Chair and Patrice Gardner, Nevada ECAC Vice Chair

- Karissa Loper Machado motioned to approve the minutes.
- Patrice Gardner seconded the motion.
- All members present voted in favor of the motion; none opposed.
- The motion passed.

5. Update on ECAC Funding Opportunity

Discussion, For Possible Action) The subcommittee will discuss suggested projects that may be used for the available funding. Possible blending options with PDG funds and discuss requirements and guidelines for the use of these funds.

Tiffany Olivas, Early Childhood Comprehensive Systems Manager 2

- Tiffany Alston invited Tiffany Olivas to give updates of ECAC funding opportunities.
- Tiffany Olivas explained that available ECAC funds from fiscal year 2023 had been used to purchase communications and engagement materials. She clarified that all the materials had been ordered, purchased, and delivered.



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- Tiffany Olivas added that the second purchase that had been agreed upon were manifesto for race equity and parent leadership sessions. She clarified two southern Nevada sessions had already occurred, and that two northern Nevada sessions would occur within the week (one on Wednesday, 09/08/2023 in Spanish, and one on Thursday, 09/10/2023 in English.)
- Tiffany Olivas explained that the final purchase made with the available funds was e-gift cards meant to support parent/family attendance at ECAC subcommittee meetings.
- Tiffany Alston added that she had received all of the orders that had been delivered to southern Nevada and that Sabrina Jones would be in to organize them shortly.
- Tiffany Alston asked the subcommittee if there was any further feedback or discussion on the funds and purchases.
- Patrice Gardner asked how the southern Nevada manifesto trainings had gone.
- Tiffany Olivas answered that there had been full registration for the Spanish version of the southern Nevada training but that only two families had shown up. She added that six or seven families attended the English version. She suggested that although pre-registrations and confirmations had happened, evening sessions may have been difficult for families to attend.
- Tiffany Olivas confirmed that 18 families had registered for the northern Nevada Spanish session and that 12 families had registered for the northern Nevada English session.

6. Discussion- Policy Recommendations Survey Results and ECAC Annual Report Update

(Information/Discussion)

Discuss list of policy recommendations.

Tiffany Alston, ECAC Chair

Patrice Gardner, ECAC Vice Chair

Denise Tanata, Early Childhood Comprehensive Systems Consultant

- Tiffany Alston asked the subcommittee if they'd prefer to begin with survey results or with a draft of the annual report.
- Tiffany Alston asked John Giammona Wilber to screenshare the annual report draft and asked Sabrina Jones to speak on the draft.
- Sabrina Jones explained that the draft included all of the policy suggestions that the ECAC Policy & Finance subcommittee had put together with the help of Denise Tanata.
- Sabrina Jones asked the leadership subcommittee for their input about key accomplishments for each subcommittee for 2023. She requested that each subcommittee co-chair provide her with key accomplishments to include. She added that the purpose of the survey that had been sent out was to pinpoint which policy recommendations to include in the annual report.
- Sabrina Jones requested that any additional feedback about the draft be emailed to her at Sabrina.jones@doe.nv.gov.
- Sabrina Jones added that the annual report would be due on December first.
- Rachel Stepina suggested that Patrice Gardner's title be edited to clarify that she works for the state department of education.
- Marty Elquist confirmed that the current draft didn't include key accomplishments for goal five and that she would be sending those to Sabrina Jones.
- Tiffany Alston asked Julie Houchins if she had any specific feedback about the draft.
- Julie Houchins answered that she had not had a chance to review the draft until now, and that she would be sending feedback soon.
- Sabrina Jones reiterated her request for subcommittee co-chairs to send her edits and additions to key accomplishments.
- Tiffany Alston reminded the subcommittee that the policy recommendations had come from the survey (note: the draft presented included every policy recommendation from Denise Tanata and the Policy & Finance subcommittee.)
- Rachel Stepina noted that "Policy Recommendations for 2023" had to be changed to "Policy Recommendations for 2024."
- Patrice Gardner asked Sabrina Jones for clarification that the draft included all the policy suggestions presented, and that the idea of the survey was to break down that list.
- Sabrina Jones gave confirmation and asked John Giammona Wilber to scroll to the key accomplishments section.



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- Marty Elquist commented that the policy recommendations for 2023 didn't necessarily reflect the initial breakdown of the strategic plan and that the recommendations presented seemed to be programmatic. She expressed concern that the focus of the ECAC was shifting from systematic support to programmatic recommendations. She reminded that subcommittee that there had been previous concentrated effort to keep the ECAC's focus on systems.
- Marty Elquist asked for more conversation on how the recommendations put into the survey had been identified.
- John Giammona Wilber reminded the subcommittee that the draft included all the policy suggestions presented by the Policy and Finance subcommittee, and that the idea of the survey was to break down that list.
- Tiffany Alston asked John Giammona Wilber to share the results of the survey.
- Rachel Stepina reiterated Marty Elquist's request to use this time to identify the disconnect and difference regarding programmatic and systematic recommendations.
- Rachel Stepina suggested that if programmatic recommendations were identified there should be discussion about how they could be edited into systematic recommendations.
- Karissa Loper Machado commented that the survey had been sent out on Friday, 11/24/2023. She added that she considered a four day time frame "unreasonable."
- Tiffany Alston commented that there had only been three responses.
- John Giammona Wilber suggested that time be taken to complete the survey and identify the final list recommendations during the meeting.
- Tiffany Alston suggested that response time for the survey be extended and that a due date be identified.
- Patrice Gardner suggested that everyone who hadn't completed the survey already due so by the end of the week so that a discussion about the results could be added to the upcoming general ECAC meeting.
- Marty Elquist commented that the list of recommendations felt very disjointed from the strategic plan. She added that the strategic plan existed for a reason and that it's progress should be the focus of the report. She expressed worry that the recommendations presented seemed to identify new priorities without the involvement of the full ECAC.
- Tiffany Alston commented that last month's Leadership subcommittee meeting had been used to identify the process of finalizing the recommendations and that what was transpiring today was what was agreed upon.
- Tiffany Alston clarified that there was still time to analyze and adjust the draft. She added that the current draft was modeled to mirror the structure of the final draft of the annual report that was submitted to the governor in 2022.
- Tiffany Alston asked the subcommittee if they'd prefer to talk through edits today or if there should be another time scheduled.
- Karissa Loper Machado noted that the survey had no place for suggestions or comments. She expressed that she had intended to give specific suggestions about recommendation consolidation. She requested that if the subcommittee decided to continue with the survey, that it be edited to include a comments section.
- Karissa Loper Machado commented that she agreed with Marty Elquist that the full annual report be set up to mirror the strategic plan.
- Patrice Gardner asked Marty Elquist for clarification about her concerns. She clarified that the draft had been formatted to align with the two most recently submitted annual reports, which had both been submitted while the ECAC was working with its current strategic plan. She added that there was also a custom report on the progress of the strategic plan from OnStrategy.
- Marty Elquist answered that the policy recommendations in the draft were organized into the five strategic goals. She asked if the recommendations presented reflected specific activities that had been included in the action plan.
- Denise Tanata commented that the list of policy recommendations she and the Policy & Finance subcommittee had submitted included many different things and that the full list was a starting point which was never intended to be included in the annual report draft.
- Denise Tanata added that she felt the list presented was too long to include in the annual report and should be cut down significantly.



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- Patrice Gardner commented that it was her understanding that the only reason the full list had been included in the draft was to provide the space for the discussion to edit it down.
- Sabrina Jones commented that she agreed with Karissa Loper Machado's suggestion to add a comments section to the survey.
- John Giammona Wilber commented that during the drafting of the survey, he had received feedback to remove a comments section. He requested that the decision about how specific information and feedback would be collected be finalized at the meeting.
- Tiffany Alston confirmed that a comments section should be added for when the survey was sent back out. She suggested potentially setting the deadline for the survey's completion a week away.
- Marty Elquist commented that she thought the subcommittee was discussing two separate issues. She clarified that her concern was that the policy recommendations as listed under goal areas didn't correspond to anything in the action plan. (Example: food handling policies for child care providers wasn't in the action plan.)
- Marty Elquist added that she appreciated the movement to have a policy agenda with specific activities, but she felt that the activities were too specific and hadn't been adequately addressed by subcommittee or by the larger ECAC. She commented that updates to the survey probably wouldn't address these issues.
- Tiffany Alston commented that she felt there was a section missing in the draft between reporting on key ECAC activities and the policy recommendations. She added that she wanted to be mindful of everyone's time and come to an agreement of how to move forward with the draft.
- Rachel Stepina agreed that there seemed to be a gap in the draft and suggested reframing each section (including the recommendations) around the strategic planning priorities.
- Marty Elquist commented that she felt the strategic goals (and their accompanying accomplishments and activities) were clear on page four of the draft. She agreed that a "key stakeholders and community partners" section should appear at the end of the draft. She suggested putting recommendations for 2024 after selected accomplishments.
- Marty Elquist suggested that a key accomplishment section divided by goal be followed by a list of recommendations, also divided by goal, each of which would directly relate to moving the strategic plan forward.
- Marty Elquist reiterated that each policy recommendation needed to be something that had been established and discussed by ECAC subcommittee.
- Sabrina Jones asked if these suggestions meant that activities coming up in 2024 on the workplan be used as the policy recommendations themselves.
- Tiffany Alston suggested looking at each proposed recommendation and figuring out if there was a specific way it could be grouped into one of the subcommittee workplans. She clarified that this suggestion was an alternative to a survey. She also suggested that a survey focused on the proposed groupings could be drafted.
- Denise Tanata suggested that the chair and vice chair (assisted by Sabrina Jones and John Giammona Wilber) sort and cut the recommendations based on the workplan and present that at the next ECAC meeting.
- Tiffany Alston agreed that this seemed to be the most efficient solution. She confirmed that herself, Patrice Gardner, Sabrina Jones, and John Giammona Wilber, would meet to revise the draft.

7. **Presentation and Discussion – NV Early Childhood Family Leadership Council (NECFLC)**

(Information/Discussion/For Possible Action) Presentation and discussion on relevant issues from the NV Early Childhood Family Leadership Council including: the Mentorship Program, Facilitation Rubric, and Manifesto for Race Equity and Parent Leadership in Early Childhood Systems

*Ashley Dines and Rosa Tamayo, Parent Leadership Coordinators, The Children's Cabinet
Representative from the NV Early Childhood Family Leadership Council*

- Tiffany Alston invited Rosa Tamayo and Ashley Dines to begin their presentation on the NECFLC.
- Jennifer Butler joined the meeting and Julie Houchins left the meeting.



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- Ashley Dines began the presentation by thanking Anna Villatoro for her behind-the-scenes work.
- Ashley Dines stressed the difference between parent engagement and parent leadership. She clarified that the phenomenon of parent engagement is what leads to parent leadership.
- Ashley Dines added that parent engagement and leadership were shown to instill confidence in children and advocacy skills in parents.
- Ashley Dines explained the mission of the program as inspiring engaged parents to become parent leaders in Nevada.
- Rosa Tamayo clarified that there were two NECFLCs in the state, one in northern Nevada and one in southern Nevada, each run by the Children's Cabinet. She explained the NECFLCs' role as empowering family voices by gathering their lived experiences to help families advocate for what is most important to them.
- Rosa Tamayo presented examples of NECFLC trainings offered including implementation of policy, procedures, and other resources that support capacity building and families.
- Rosa Tamayo added that through the ECAC/Subcommittee mentorship program, family leaders could learn skills, capacity building, and create professional networks. She encouraged members who were not already involved to sign up to be mentors. She highlighted Alberto Quintero for his mentorship work with a Spanish speaking family. She highlighted the language barrier that can be present in ECAC/subcommittee meetings and reiterated the necessity to provide families with the skills to participate authentically and meaningfully.
- Rosa Tamayo clarified that there were commitments to joining the mentorship program, including meeting with families two to five hours per month.
- Ashley Dines shared the ECAC facilitation rubric. She explained that the rubric would be used by the ECCS team to measure things such as communication and listening. She noted that things like jargon-heavy language and acronyms could pose barriers to authentic and full engagement. She stressed equity and compassion when bringing parents and families into professional spaces.
- Ashley Dines summarized the purpose of the rubric as being a tool for engaging with families.
- Ashley Dines explained that the rubric would also be measuring Justice, Equity, Diversity, and Inclusion. She reiterated that the intent of the process was to engage and involve families from underserved and underrepresented communities. She added that people often bring biases to conversations which they themselves are unaware of having.
- Ashley Dines expressed that it would be process to integrate families into the ECAC, and that the mentorship program was just the beginning of what future parent leadership would look like.
- Ashley Dines clarified that when parents were directed to herself or Rosa Tamayo, there were plenty of other opportunities for engagement besides the NECFLC. She added that it was the duty of those present not just to find, but to create parent leaders.
- Ashley Dines clarified that the rubric presented was meant to be used internally.
- Rosa Tamayo added that the goal was to create a more opening, welcome, and natural environment for family leaders to participate in.
- Rosa Tamayo invited those interested to the upcoming manifesto for race equity & parent leadership in early childhood systems trainings which would be held on 11/08/2023 from 6-8 PM (Spanish language session) and 11/09/2023 from 11 AM-1 PM (English language session) at 961 Matley Ln., STE 110, Reno, NV 89502. She added that childcare, food, and drinks would be provided.
- Rosa Tamayo invited questions relating to anything discussed in the NECFLC presentation to be directed to herself (rtamayo@childrenscabinet.org) or Ashley Dines (adines@childrenscabinet.org).
- Karissa Loper Machado commented that the direction to "not use advanced language" was sometimes difficult to adhere to when discussing advanced concepts. She asked what sort of education/training/contextualization would be available to families participating in meetings about professional concepts such as early childhood systems alignment.
- Karissa Loper Machado clarified that she was not intending to sound exclusionary but was concerned that the content of many ECAC/ subcommittee meetings was, by nature, pretty advanced and field-specific.



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- Tiffany Alston responded by positing that if genuine trusting relationships were successfully built, parents should feel comfortable asking ECAC/subcommittee members questions about new concepts.
- Rosa Tamayo agreed and added that addressing this concern was a central tenet of the mentorship program. Mentors would be trained to be role models who parents could feel comfortable enough to address questions to. She added that it can be difficult sometimes for professionals to tone their jargon down to an appropriate level for the public, and she and Ashley Dines would be present before, during, and after meetings to provide support both for members and families.
- Tiffany Alston suggested a 20-minute post-meeting debrief be available. She added that it would be part of the role of mentors to identify when additional support would be needed for families.
- Patrice Gardner commented that during the last general ECAC meeting, she had had the experience of actively providing context for a parent that was present. She added that this small bridge was sufficient to get the parent fully engaged during the meeting.
- Tiffany Olivas commented that the NECFLC provided trainings to parents before their attendance to ECAC/subcommittee meetings which included general contextualization and introductions to specific concepts. She expressed that even with these trainings and forethought, explaining complex concepts specifically around systems building remained a challenge.
- Tiffany Olivas added that the rubric included strategies such as checks for understanding and other best practices for engaging with parents.
- Rachel Stepina commented that the Preschool Development Grant Birth-5 grant work would be developing an early childhood language access plan. She added that translating advanced concepts to other languages could prove difficult, both culturally and linguistically. She added that even if a formal title or concept was ever difficult to translate or just put in plain language, the clear expression of the base ideas behind it should be able to be communicated. She concluded that there were a variety of tools at disposal for the clear communication of ideas.
- Tiffany Alston thanked Ashley Dines and Rosa Tamayo for their time and tenacity.

8. Discussion – Definition of “Underrepresented and Underserved Populations”

(Information/Discussion/For Possible Action) Presentation and discussion on recommendations from the NECAC Data and Evaluation Subcommittee to revise the definition “Underrepresented and Underserved Populations” for the Nevada ECAC. Denise Tanata, Early Childhood Comprehensive Systems Consultant

- Denise Tanata recapped that the definition of underrepresented and underserved populations had begun in the communications and engagement subcommittee and was drafted as the result of many conversations.
- Denise Tanata expressed that the intention of having the definition was to use it to actively address the needs of underrepresented and underserved populations in the state. She added that specific perimeters around the definition would be vital in collecting data about those populations.
- Denise Tanata clarified that the definition was still a draft and had been built with the purpose of how it would be utilized. She explained that the components of the definition were meant to communicate clearly and specifically who should be included in the definition. She highlighted that many of the components related to income and poverty and the components that affect income and poverty.
- Denise Tanata explained that the last component of the definitions piece was meant to identify individuals who live in at-risk communities.
- Denise Tanata added that she compared the definition draft presented against those of several prominent indexes, some of which hadn't been updated since 2015.
- Denise Tanata explained that the definition was drafted to specifically include and address racial and ethnic disparities that are seen in the state.
- Denise Tanata explained that she was “handing the definition off” to the subcommittee to adjust and use as needed.



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- Tiffany Alston thanked Denise Tanata for the presentation and context. She asked the subcommittee if there was any additional feedback.
- Rachel Stepina suggested separating “immigrants” and “refugees,” and potentially separating both from “multilingual learners.”
- Denise Tanata expressed that since multiple subcommittees had worked on the definition, it would be appropriate from any solicitation for feedback and push for adoption come from the leadership subcommittee.
- Rachel Stepina commented that, “when the Early Childhood Language Access Plan is complete, I would recommend that bullet for multilingual learners be replaced with specific data about that by % and region so that it is most aligned.”
- Tiffany Alston commented that another round of feedback solicitation could just push back the process of adoption further. She added that the definition was thorough and that some of those present had already shared feedback.
- Marty Elquist commented that the definition should be agreed upon from a place of collecting and analyzing data on whether or not the early childhood system was moving forward. She added that the definition would be used to inform Key Performance Indicators that would make it into the early childhood longitudinal data system. She reiterated that it was very important that the definition be both comprehensive and distinct.
- Tiffany Alston agreed and added that if the ECAC was looking at specific data sets, it should have a way to measure that data.
- Jennifer Butler commented, “I feel like things evolve over time. I think we should approve it and revisit annually so we can assess if there are additional groups which need to be included based on current community needs.”
- Tiffany Alston agreed about the necessity of a living and evolving definition. She called for a motion to adopt the definition as drafted.
- Denise Tanata suggested that before a motion be presented, two things be clarified:
 - Does the ECAC want to use the child opportunity index?
 - Does the ECAC want to put an exact number/ percentage on the prioritization of racial/ethnic minorities in the definition?
- Denise Tanata clarified that the second question referred to establishing criteria for what constituted those communities.
- Marty Elquist commented that the designation should be based on the general population and whether a specific census tract had an overrepresentation of racial/ ethnic minorities. The question was what the percentage should be.
- Tiffany Alston asked the leadership subcommittee for their thoughts and feedback.
- Marty Elquist suggested looking into if any national criteria for the percentage had been established.
- Denise Tanata suggested consulting the Nevada Office of Minority Health and Equity.
- Tiffany Alston requested keeping the current agenda item for the next leadership subcommittee meeting.
- Denise Tanata suggested presenting the definition to the full ECAC. She offered to reach out to the Nevada Office of Minority Health and Equity.
- Marty Elquist asked Denise Tanata if she would be able to provide indexes that were potentially more recently updated than the child opportunity index.
- Denise Tanata asked if there was a Nevada-specific index that was being developed.
- Karissa Loper Machado answered that she thought if such an index existed, it would be with Department of Health and Human Services, Office of Analytics. She noted that the Department had a children and families data portal on their website.
- Denise Tanata explained that she had remembered a discussion about using a different index in the definition as a placeholder until the state index was available.
- Marty Elquist asked Karissa Loper Machado to reach out to the Nevada Office of Minority Health and Equity to see if they were using promise neighborhood or a different index or definition.
- Tiffany Alston asked if Marty Elquist was referring to the local promise neighborhood initiative.
- Marty Elquist answered no. She clarified that she was using it as a term for what the criteria for a promise neighborhood would be. She added that it had been years since she was involved in those discussions.



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- Tiffany Alston requested that the current agenda item be added to the general ECAC agenda.

9. Discussion – Nevada ECAC Membership Recruitment and New Member Orientation Strategies

(Discussion, For Possible Action)

Sabrina Jones, ECAC Systems Specialist

John Giammona Wilber, ECAC Administrative Assistant

- Tiffany Alston commented on the importance of recruitment, due to the symptoms of burnout being experienced by some ECAC members and subcommittee co-chairs. She added that several members were sitting on multiple subcommittees if not chairing multiple subcommittees.
- Tiffany Alston commented that the current agenda item seemed to tie-in with items about strategic planning and future meeting scheduling. She suggested moving to the next agenda item.
- Marty Elquist agreed that everybody was over-capacity.

10. Updates from Subcommittee Co-Chairs, Discuss Workplans, Meeting Updates, Subcommittee Activities, and Fiscal Mapping Project Rollout

(Discussion, For Possible Action) The Co-Chairs will provide brief updates, as needed, on subcommittee activities. Julie Houchins and Elysa Arroyo (Finance and Policy Subcommittee Co-Chairs) and Denise Tanata will provide updates of the logistics of the fiscal mapping project rollout.

- Denise Tanata explained that there would a national rollout out the fiscal mapping project for the 0-24 population on November 16. She invited anybody interested to attend the virtual event. She explained that an early childhood specific map was still being developed with the children's funding project. Registration:
https://us02web.zoom.us/webinar/register/9716933120545/WN_Gh3SS3wuSqGN_OffPMUu4w#/registration

11. Discuss Strategic Planning Updates

(Information/Discussion) Council will discuss updates to the ECAC strategic plan.

Tiffany Alston, Nevada ECAC Chair and Patrice Gardner, Nevada ECAC Vice Chair

- Tiffany Alston explained that there were no updates to give but that it was imperative that the ECAC begin its renewed strategic planning. She asked Dinse Tanata to remind her when the current strategic plan ended.
- Denise Tanata answered that the current strategic plan extended through the end of 2024.
- Tiffany Alston explained that she would be re-opening agenda item number nine.

12. Discussion – Nevada ECAC Membership Recruitment and New Member Orientation Strategies

(Discussion, For Possible Action)

Sabrina Jones, ECAC Systems Specialist

John Giammona Wilber, ECAC Administrative Assistant

- Tiffany Alston asked John Giammona Wilber to share the recruitment flier and asked Sabrina Jones to speak on new recruitment strategies.
- Sabrina Jones commented that she had recently spoken with the ECAC's contact in Boards and Commissions and that no final decisions or approvals had been made by the governor yet. She added that the contact was scheduled to meet with the governor on December 8.



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- Sabrina Jones commented that a membership handbook was being drafted to help assist the new member orientation process. She added that this handbook would include membership requirements, strategic plans, bylaw, etc. She added that John had updated the flier based on subcommittee feedback.
- John Giammona Wilber explained that the flier had been completely ADA-remediated and was ready to share with anybody. He added that he intended to share the flier via listserv after the meeting. He explained that there had been an effort to encourage anybody who'd come in contact with the recruitment flier to share it with any applicable parties. He explained that both the flier and the application were accessible on the ECAC site.
- Tiffany Alston asked the subcommittee if there were any other places that the flier could be shared. She requested that Ashley Dines and Rosa Tomaya share the flier with their family groups.
- Tiffany Alston asked if there was anybody who intended to share the flier with somebody they had a professional relationship with.
- Rachel Stepina suggested being very intentional about targeted communications strategies to get the new seats filled.
- Rosa Tamayo commented that herself and Anna Villatoro had made a connection with the Hispanic Latino Outreach Coordinator at UNR. She added that she'd share the flier with the coordinator, who'd had families express a want for early childhood engagement.
- Rachel Stepina asked for the coordinator's name.
- Rosa Tamayo answered that it was Oswaldo Jimenez.
- Patrice Gardner suggested sharing the flier at the next HSA meeting.
- Denise Tanata commented that the flier still included the DWSS position which was set to go to Karissa Loper Machado.
- John Giammona Wilber commented that it was his understanding that while Karissa Loper Machado was eligible for the new seat, she still sat in her current seat as "other member appointed by the governor." He asked Sabrina Jones for clarification.
- Karissa Loper Machado commented that she had been unaware that she'd need to apply for the new seat and asked for directions on what she should do.
- Sabrina Jones answered that the contact at Boards and Commissions was aware of Karissa Loper Machado's situation and a request for a seat change. Her seat change should be reflected in the next update.
- Rachel Stepina asked if Karissa Loper Machado moving seats would open up a vacancy.
- Denise Tanata answered no.
- Rachel Stepina requested that the DWSS seat be removed from the flier.
- Tiffany Olivas requested that "early childcare initiatives" be changed to "early childhood initiatives" on the flyer.
- Tiffany Alston requested that members and subcommittee chairs begin thinking about calendaring and scheduling for 2024.

13. Discuss Agenda Items for December 5, 2023 Leadership Subcommittee Meeting

(Information/Discussion) Council will discuss recommendations for agenda items for the upcoming meeting.

Tiffany Alston, Nevada ECAC Chair and Patrice Gardner, Nevada Early Childhood Advisory Council Vice Chair

- John Giammona Wilber explained that this discussion would be used to create the draft agenda for next month's meeting.
- He reviewed the agenda items that had already been suggested:
 - Vulnerable populations definition discussion
 - Discuss and Update Leadership Subcommittee Workplan
 - Discuss Strategic Planning Updates
 - Discussion and Creation of 2024 ECAC and ECAC Subcommittee Meeting Schedule
 - Discuss Agenda Items for Next Leadership Subcommittee Meeting
 - Presentation of Annual Report
- Rachel Stepina commented that herself, Tiffany Olivas, and Karissa Loper Machado would be absent from the December 5 meeting.



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14. 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.

- Tiffany Alston asked Denise Tanata is it was allowable to take questions during public comment.
- Denise Tanata answered that it would be better to take questions after the meeting.
- Tiffany Alston invited questions via email.
- No public comment was given.

15. Adjournment

- Tiffany Alston adjourned the meeting at 11:03 PM.

Selected Action Items

- Reach out to the Nevada Office of Minority Health and Equity to clarify metrics to be used in the Underrepresented and Underserved Populations definition.
- Share ECAC recruitment flier with NECFLC family groups.
- Remove DWSS seat from ECAC recruitment flier
- Update Annual Report draft based on this meeting's discussion.

One Sentence Summary

- The leadership subcommittee reviewed an annual report draft, heard a presentation by NECFLC leaders, reviewed the Underrepresented and Underserved Populations definition, and discussed new member recruitment.