



Nevada Early Childhood
Advisory Council

ECAC Subcommittee Workplans

January 2022 to
December 2023

Leadership Subcommittee Workplan

Goal 1: Create a Coordinated Early Childhood Leadership Infrastructure in Nevada

Objective 1.1: Establish the Governor's Office for Early Childhood (prenatal to age eight) to align policy and fiscal decision-making for the early childhood system across relevant agencies.

Key Activities	Lead(s)	Timeline	Measure/Metric
<p>Research similar offices, cabinets and/or departments focused on early childhood in other states.</p> <ul style="list-style-type: none"> • Online research to develop list. • Work with TA partners on HRSA/Pritzker to identify key contacts in other states. <p>STATUS: Complete – list of similar structures in other states developed</p>	Denise	Q4 2022	<p>List created.</p> <p><i>Document: State Samples – Governor's Office for Children</i></p>
<p>Develop mapping of potential structures and resources needed to support/implement.</p> <ul style="list-style-type: none"> • Online research of structures, organizational charts, budgets, and related documents • Conduct interviews/meetings with key contacts in other states • TA support through HRSA/Pritzker 	Denise/ Marty Guinn Center	Q2 2024	Structure/Resource Map created

<p>STATUS: In progress – conducting analysis of structures to determine implementation resources needed; The Guinn Center study is underway and will include analysis of governance structures and resources – final report anticipated to be complete in 2024.</p>			
<p>Draft plan for Governor’s Office for Early Childhood STATUS: Complete – bill draft structured to establish Governor’s Office for Early Childhood Systems to coordinate and align governance structure recommendations</p>	Denise	Q4 2022	<i>AB113 Document</i>
<p>Develop list of key stakeholders to garner input on plan to establish Governor’s Office for Early Childhood STATUS: Complete – ECCS Leadership group established, and key stakeholder list established for EC Network Analysis Survey.</p>	All	Q4 2022	<p>List of at least 10 key stakeholders:</p> <ul style="list-style-type: none"> • ECCS Leadership Meeting Invite List: 71 • Network Analysis List: 65 <p><i>Documents: Visible Networks Lab, PARTNER Bounded List; ECCS Leadership Team Roster</i></p>

<p>Develop recommendations for ECAC membership to align with EC System needs. STATUS: Complete – recommendations submitted to ECAC and approved on 11/30/2022; recommendations included in annual report</p>	All	Q4 2022	<p>List of at least 10 key stakeholders:</p> <ul style="list-style-type: none"> • ECCS Leadership Meeting Invite List: 71 • Network Analysis List: 65
<p>Support legislation to incorporate membership recommendations into NRS 432A.076 STATUS: Complete – Bill (AB114) submitted by Assemblywoman Thomas; passed out of Assembly on 4/19 (unanimously); Need to align with AB463</p>	All	Q2 2023	Legislation passed with recommended membership changes
<p>Draft organizational chart to align NV ECAC with proposed Governor’s Office for Early Childhood STATUS: Not started</p> <p><i>address this activity in early 2024 & provide recommendations to Guinn Center to be included as part of their analysis – purpose is to ensure alignment so that ECAC plays a central role in EC Systems structure.</i></p>		<p>Q3 2023</p> <p>Q3 2024</p>	Org chart created
<p>Develop recruitment strategies for new ECAC members to ensure appropriate and equitable representation. STATUS: In Progress</p>	NDE, OELD	<p>Q3 2023</p> <p>Q1 2024</p>	<p>Development through ECAC System Specialist ECAC Administrative Assistant</p> <p>Document of</p>

<p>ECAC Specialist is developing the Recruitment Email Template. Recruitment Flyer and recruitment strategies document is completed.</p>			<p>Recruitment Strategies.</p> <p>Recruitment Email Template and Flyer Document</p>
<p>Establish new member orientation policies, procedures, and materials to support integration of new members. STATUS: In Progress- Orientation packet is completed. Orientation ppt.is in the process of finalization. OML Training will also be provided in the orientation process and be provided to current members</p> <p>having NDE develop a Canvas course to share with new members, key stakeholders and potentially legislators (plan completion Q2 2024)</p>	<p>NDE; OELD</p>	<p>Q3 2023</p> <p>Q2 2024</p>	<p>Development through ECAC System Specialist ECAC Administrative Assistant</p> <p>Orientation Packet and Power point for the purpose of orientating new members</p>
<p>Intersections with Other Subcommittees/Initiatives:</p> <ul style="list-style-type: none"> • Systems/Data/Communications – Mapping of departments, agencies and programs in the early childhood system • Systems/Communications – Recruitment and orientation of new members 			
<p>Barriers and/or Assistance Needed:</p> <ul style="list-style-type: none"> • Identification and outreach to potential members 			
<p>making at state and local levels.</p>			
<p>Key Activities</p>			<p>Measure/Metric</p>
<p>Conduct Parent Engagement and Leadership Assessment with NV ECAC members and partners (EC LINC – CSSP)</p>	<p>Denise & Ashley</p>	<p>Q3 2023</p>	<p>Assessment Completed</p>

<p>STATUS: Not started - Contract with CSSP complete; anticipate starting assessment in early 2023</p>			<p>Add additional metrics from assessment tool</p>
<p>Host parent leadership and engagement training with NV ECAC members and partners STATUS: Complete - Manifesto training with NECFLC in October 2022, ECAC, and community partners in November 2022 <i>(Need to add Manifesto 2023 number of participant and information)</i></p>	<p>Denise & Ashley</p>	<p>Q4 2022</p>	<p># of trainings completed: 4 # of parent/family leaders who participate: # of ECAC members who participate: 14 (82%) # of community partners who participate (non-ECAC members): - 50 (@ 11/30 ECAC Meeting)</p>
<p>Provide support and technical assistance to NV EC Family Leadership Council to support skill and knowledge development. STATUS: Ongoing – initial list of strategies identified and will be presented to ECAC on May 17th</p>	<p>Ashley & Rosa</p>	<p>Q2 2023– Initial Strategies Ongoing – Support & TA</p>	<p>Initial list of strategies identified (including from Manifesto & Assessment) Metrics/Measures to be developed</p>
<p>Intersections with Other Subcommittees/Initiatives:</p> <ul style="list-style-type: none"> • All NECAC Subcommittees – Identify parent/family leaders to serve on subcommittees and integrate strategies to support and engage parent/family leaders in subcommittee work and decision-making • Pritzker PN3 – Strong Start Parent/Family Ambassador Program 			

Barriers and/or Assistance Needed:

- Identification of aligned parent groups, organizations or initiatives to support coordinated efforts
- Recruitment and support for parent/family leaders to engage in the NV EC Family Leadership Council
- Training & mentorship support

Systems Alignment Subcommittee Workplan

Goal 2: Increase Coordination and Alignment Between Systems of Care for Young Children and Families

Objective 2.1: Conduct assessment of the strengths, disparities, inequities, strategic priorities and goals among programs and agencies within the early childhood system.

Key Activities	Lead(s)	Timeline	Measure/Metric
Compile list of key programs and agencies in the ECCS, with primary contacts for each. ID programs & agencies HRSA Systems Asset & Gap Analysis STATUS: List complete; HRSA SAGA Complete	Denise Tanata	Q4 2022	Final list of ECCS Programs & Agencies with Contact Information
Review identified agencies and defined terms-conceptually & contextually Compile and analyze related needs assessments, reports, strategic plans and related documents to assess strategic priorities and goals across programs and agencies. STATUS: In process – completed HRSA SAGA; need to compare with NECAC Systems list and fill in additional information, as needed		Q4 2022 Continue	Complete Analysis of Priorities & Goals Across ECCS Programs & Agencies

<p><i>A revised SAGA summary, including strategic priorities, will be presented to Systems Alignment Subcommittee in early 2024.</i></p>		2024	
<p>Conduct or support network analysis of the ECCS in Nevada to identify cross sector connections and alignments.</p> <ul style="list-style-type: none"> - Contract with Visible Network Labs - Subcommittee to support outreach & engagement in network analysis. <p>STATUS: Complete – Network Analysis Report presented to ECAC on May 17th.</p>		Q2 2023	ECCS Network Analysis Report Complete
<p>Collect info via public forums, mailed/mailed surveys. With analysis of the asset map details, questions and forum topic will be identified.</p> <p>STATUS: Not started</p>		Q2 2023	% of responses
<p>Sort data/info - Be sure to align with other sub committees (Data & Evaluations, Policy & Finance)</p> <p>STATUS: Not started</p>		Q3 2023	compile rubric into categorical areas
<p>Intersections with Other Subcommittees/Initiatives:</p> <ul style="list-style-type: none"> • All NECAC Subcommittees – List of key early childhood agencies, departments and program to define Nevada’s ECS. 			
<p>Barriers and/or Assistance Needed:</p>			
<p>Objective 2.2: Produce and disseminate an early childhood system assets and gaps analysis.</p>			
<p>Key Activities</p>	<p>Lead(s)</p>	<p>Timeline</p>	<p>Measure/Metric</p>
<p>Review comprehensive list of ECCS data sources (in collaboration with Data & Evaluation Subcommittee)</p> <p>STATUS: Defer to Data and Evaluation</p>			<p>Comprehensive list of data sources and data gaps</p>
<p>Conduct or support key informant interviews, surveys and/or focus groups to fill in data/information gaps (inclusive of agency/program representatives, providers and parents/families)</p>			<p># of key informant interviews # of focus groups # of survey respondents, by type</p>

<p>STATUS: Not started Complete for SAGA; ongoing for related Guinn Center governance structure report</p>			
<p><i>Review HRSA System Asset & Gap Analysis (SAGA) to identify specific strategies to support cross-sector system alignment and coordination. STATUS: Not started, pending approval</i></p> <p>Update: Revised Summary report will be presented to Systems Alignment Subcommittee in early 2024.</p>		<p>continue Year 3</p>	<p>Summary Report</p>
<p><i>Develop a clear definition of the Early Childhood Systems, including defining the Sectors with examples of Nevada Agencies/programs across the 0 to 8 continuums.</i></p> <p>STATUS: Started – draft complete, pending review/input from Leadership/Full ECAC</p>	<p>Ashley Dines & Diane Nicolet, Work group</p>	<p>continue Year 3</p>	<p>Key definitions and comprehensive list of data</p>
<p>Intersections with Other Subcommittees/Initiatives:</p> <ul style="list-style-type: none"> Data and Evaluation –List of data sources 			
<p>Barriers and/or Assistance Needed:</p>			
<p>Objective 2.3: Integrate cross-sector priorities, goals, and initiatives into the Nevada ECAC work plan to better coordinate and align services and improve access and outcomes.</p>			
<p>Key Activities</p>	<p>Lead(s)</p>	<p>Timeline</p>	<p>Measure/Metric</p>
<p>Intersections with Other Subcommittees/Initiatives:</p>			
<p>Barriers and/or Assistance Needed:</p>			
<p>Objective 2.4: Establish a work plan to update and align early childhood system standards, administrative rules and program practices.</p>			
<p>Key Activities</p>	<p>Lead(s)</p>	<p>Timeline</p>	<p>Measure/Metric</p>
<p><i>To be developed in Year 2</i></p>			

Intersections with Other Subcommittees/Initiatives:

Barriers and/or Assistance Needed:

Communication and Engagement Subcommittee Workplan

Goal 3: Increase Capacity to Equitably Connect Families with the Early Childhood System Continuum of Care and Community at Large

Objective 3.1: Implement a strategic two-way communications plan to engage and connect providers, families and stakeholders.

Key Activities	Lead(s)	Timeline	Measure/Metric
<p>Contract with Marketing/PR firm to develop a multi-year EC Marketing and Outreach Campaign</p> <p>STATUS: Complete – Purdue, Marion & Associates</p>	Denise Tanata	Q3 2022	Executed Contract
<p>Identify key messages to include in the EC Marketing and Outreach Campaign</p> <p>STATUS: Complete – Marketing/PR firm conducted focus groups, surveys and interviews to develop key messaging; on-going presentations to ECAC for input.</p>	Denise Tanata w/Vendor	Q1 2023	List of key messages developed
<p>Identify families and providers to participate in development of the Communications Plan</p> <ul style="list-style-type: none"> - Include all types of providers in Early Learning, Health/Wellness and K-3rd <p>Establish criteria to include families/parents in plan development (based on definition developed in 3.2)</p> <p>STATUS: Started, expanded list to include additional key stakeholders and communication/social media platforms-</p> <p><i>Ongoing</i>-The Subcommittee will continue to update list.</p> <p>Next meeting draft or outline of the communication plan</p> <p>How would we like to disseminate and what is our message?</p> <p>Include organizations/churches and parent engagement component.</p>	<p>Ashley/ Alberto/ Rachel – Family/ Parent Group List</p> <p>Jennifer/ Patrice - Provider List</p> <p>Denise – MCH List</p>	Q2 2023	Final list, inclusive of all EC sectors

Develop a communication strategy plan. Not Started:			
Review relevant websites, social media platforms and related mechanisms for sharing/receiving information from families and providers STATUS: Started, in process	See above	Q2 2023 Continue 2024	
Compile list of related communications tools among early childhood partners, programs and services STATUS: Started, in process	Bri/ Kendra	Q2 2023	
Compile list of national organizations that have a focus or priority on early childhood to compile resources, models and/or ideas to inform local efforts STATUS: Initial list started	Dr. Linda Young	Q2 2023	
Identify strategies to incorporate feedback loops from families and providers STATUS: Started, in process Provide an update on strategies that family leadership representatives are using to incorporate feedback loops with family providers	Nayesdi Badillo		
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			
Objective 3.2: Expand engagement, training and leadership opportunities for underrepresented and underserved populations.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Define “underrepresented and underserved” populations in Nevada STATUS: Complete - this key activity is moved to the data and evaluation committee - The initial draft was presented in the May 2023 minutes (about 1 and a half days)	Rachel Stepina	Q2 2023	Definition created
Develop maps and/or lists of underrepresented and underserved populations	Pending	Q4 2023	Maps/Lists created

STATUS: Not started			
Identify community partners/leaders currently working in or with identified underrepresented and underserved populations. STATUS: Not started	Pending	Q2 2023	List created
Identify opportunities, events or strategies for conducting outreach in identified “underrepresented and underserved” populations. STATUS: In process – ongoing w/Marketing & Outreach Campaign	All	Ongoing	List created
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			
Objective 3.3: Expand engagement, alignment and coordination of services among all early childhood system providers.			
Key Activities	Lead(s)	Timeline	Measure/Metric
<i>No key activities until year 2</i>			
Intersections with Other Subcommittees/Initiatives:			
<ul style="list-style-type: none"> Systems Alignment Subcommittee 			
Barriers and/or Assistance Needed:			
Objective 3.4: Select and implement a centralized intake and referral system (CIRS) to streamline access and utilization of services.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Conduct research on existing and potential CIRS in NV and nationally STATUS: Initial research gathered, pending additional research and coordination with partners	Denise Tanata		
Develop list of features needed in a comprehensive CIRS for the identified early childhood populations STATUS: Not started			
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			
Policy and Finance Subcommittee Workplan			
Goal 4: Identify Budget and Finance Strategies to Drive Policy Goals and Objectives			

Objective 4.1: Perform fiscal analysis of early childhood funding streams and program development needs.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Secure contract with The Children’s Funding Project to conduct fiscal mapping project. <i>The Children’s Cabinet with funding support from Children’s Advocacy Alliance</i> STATUS: Complete	Denise Tanata	Q2 2022	Fully Executed Contract
Compile a comprehensive list of early childhood programs, services and infrastructure support, including funding sources. STATUS: Complete	Denise Tanata	Q3 2022	List Developed
Identify finance/budget contacts for each program, service and support identified in the list. STATUS: Complete	Denise Tanata	Q4 2022	Contact List Complete
Secure contract to begin cost modeling analysis of the childcare subsidy program in Nevada. STATUS: Complete	Marty Elquist	Q3 2022	Full Executed Contract
Identify all projects/analysis currently taking place or needed to estimate the actual or needed costs for all ECS programs/services/infrastructure needs <ul style="list-style-type: none"> - Childcare Subsidy (P5 Fiscal Strategies), estimated completion 6/30/24 - NV Ready PreK (WestEd), estimated completion 6/30/23. - Universal PreK (WestEd), estimated completion 6/30/24 	Denise Tanata	Q3 2023	List of Projects and Reports
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			
Objective 4.2: Identify funding pathways and policy changes needed to meet program and system goals.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Develop list of policy changes needed to improve early childhood systems, in collaboration with other NECAC subcommittees and relevant partners. STATUS: In process	Denise Tanata	Q4 2023	List of Key Policy Recommendations

Establish a system for sharing policy issues/priorities impacting the early childhood system that is accessible, equitable and sustainable, including processes for follow-up and implementation. <i>STATUS: In process, coordinate with CAA</i>	Pending	Q3 2023	System established
Develop talking points or key messaging for identified policy priorities. <i>STATUS: In process – Talking points developed for AB113 (Governor’s Office) and AB114 (ECAC)</i>		Q1 2023	Talking points drafted - AB113 – Complete - AB114 - Complete Talking points shared/# of key stakeholders
Identify eligibility requirements for key early childhood programs and services to identify opportunities for alignment and development of an Eligibility Portal. <i>STATUS: In process – initial list of programs identified, pending further revisions and additions.</i>		Cont-year 3	EC Eligibility List Created EC Eligibility Portal Created
Intersections with Other Subcommittees/Initiatives: <ul style="list-style-type: none"> All – Barriers/Policy Issues Identified Pritzker PN3 Implementation Plan; CAA Policy Agenda 			
Barriers and/or Assistance Needed:			
Data and Evaluation Subcommittee Workplan			
Goal 5: Improve Data Collection and Integrated Systems to Increase Equity and Accountability			
Objective 5.1: Improve data collection by fostering understanding and collaboration with providers, families, policy makers and other stakeholders.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Define key messages regarding data collection and utilization in the early childhood sector.	NICRP - Amanda	Year 3	Create list of key messages

STATUS: Not started- year 3			
Integrate key messages re: data collection and utilization into outreach and marketing efforts. STATUS: Not started	The Children’s Cabinet – Denise & Marty	Year 3	Add list of key messages for the campaign
Integrate key messages regarding data collection and utilization into trainings with providers, families and key stakeholders <ul style="list-style-type: none"> - Develop draft playbook of strategies and list of potential implementation partners <ul style="list-style-type: none"> o EG. Resources on how to use data to tell stories for partners such as local ECACs; NevAEYC; Parent Leadership initiatives/conferences; QRIS Coach training; CHW-ECE orientation...) Data Walk for Parents STATUS: Not started	NICRP - Amanda	Year 3	Creation of playbook Number of trainings the playbook was used for Create survey to determine the % of people who feel the playbook is helpful
Intersections with Other Subcommittees/Initiatives: <ul style="list-style-type: none"> • Communications & Engagement 			
Barriers and/or Assistance Needed:			
Objective 5.2: Increase availability of, access to, and use of data that can be disaggregated to drive informed decision making.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Develop research questions that we want to answer about early childhood <ul style="list-style-type: none"> - What have been the questions in the past? What have we been able to answer? What have we not been able to answer? 	All	Q3 2023	List/ Identification of questions

<p>What questions do we anticipate from the upcoming session and what questions do we wish they would ask? STATUS: In process- On October's agenda to finalize</p>			
<p>Create a data dictionary of EC data measures, who collects it, can it be shared, where can it be collected. Are data available by race, ethnicity, location etc.</p> <p>Develop comprehensive list of data measures necessary to support the early childhood system in Nevada (current measures, desired measures and current/potential data sources)</p> <ul style="list-style-type: none"> - Need to develop existing list to determine what we can access (update from Children's Data Center/ PDG efforts) - Encourage and work with partners that have data that are currently available to ensure it can be disaggregated by age, race, ethnicity, location, etc. <p>STATUS: In process-next steps are research questions and programmatic data points</p>	NICRP - Amanda	Q3 2023 Ongoing	<p>Create data dictionary – data measures</p> <p>Central location of data dictionary for committee to access (update data warehouse??)</p>
<p>Identify barriers to collecting data and getting data (usable, disaggregated) from sources</p> <ul style="list-style-type: none"> - What data do we need and is it accessible from the source? - What is the quality of the data that is available? <p>Is the data disaggregated? STATUS: In progress</p>	All	Q4 2023 Ongoing	<p>Create column in data dictionary for barriers</p> <p>Shareability and barrier columns in data dictionary for each data point</p> <p>Labor theory of data</p>
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			
Objective 5.3: Implement an Early Childhood Integrated Data System (ECIDS) to improve service delivery.			
Key Activities	Lead(s)	Timeline	Measure/Metric
Research and assess existing ECIDS efforts in other states.	All		Subcommittee completion of review

<ul style="list-style-type: none"> - Review list and information on ECIDS in other states (will be available via TEAMS) - Rachel will share Google Folder and Marty will put in TEAMS (done) - Denise to get list of states with ECIDS from HRSA TA Provider; Rachel to reach out to PDGB5 TA for a list. - Amanda will share a link to Utah presentation. <p>Create matrix of ECIDS in other states to compare/contrast features, functions, implementation, and costs STATUS: Started, completion will move to Year 3</p>		Year 3	
<p>Develop concept paper/policy brief on a NV ECIDS (including historical efforts) STATUS: Not started</p>		Year 3	Need to know the WHY, what do we need to answer
<p>Educate key decision-makers on the purpose and process for implementing an ECIDS STATUS: STATUS: Not started</p>		Year 3	
Intersections with Other Subcommittees/Initiatives:			
Barriers and/or Assistance Needed:			