



## Nevada Early Childhood Advisory Council

### NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC) LEADERSHIP MEETING PUBLIC MEETING MARCH 5, 2024, AT 11 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 video conference.

### MINUTES SUMMARY

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

*Tiffany Alston and Patrice Gardner, Subcommittee Co-Chairs*

**Members in Attendance:**

- Ashley Dines, Parent Representative
- Marty Elquist, ECAC Data & Evaluation Subcommittee Co-Chair
- Patrice Gardner, ECAC Vice Chair
- Tiffany Alston, ECAC Chair
- Brenda Morales-Solorzano, Policy & Finance Subcommittee Co-Chair
- Elysa Arroyo, Policy & Finance Subcommittee Co-Chair

**Members Not in Attendance:**

- Jennifer Butler, Communications & Engagement Subcommittee Chair
- Kathy Yoder Bass, Provider Representative
- Abbey Bernhardt, System & Alignment Subcommittee member
- Karissa Loper Machado, Data/ Evaluation Co-Chair

**Public in Attendance:**

- Anna Villatoro, Early Childhood Comprehensive Systems (ECCS) Program Specialist at The Children's Cabinet
- Denise Tanata, Early Childhood Comprehensive Systems Advisor, The Children’s Cabinet
- Joan Jackson, Education Programs Professional, Nevada Department of Education
- Tiffany Olivas, Early Childhood Comprehensive Systems (ECCS) Manager 2, The Children's Cabinet
- 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
- Sabrina Schnur, Government Affairs Associate, Belz & Case Government Affairs



## Nevada Early Childhood Advisory Council

- Jamie Mendez, Nevada Department of Education, Office of Early Learning & Development
- Nayesdi Badillo, Nevada Department of Education, Office of Early Learning & Development

### 2. Public Comment #1

- No Public Comment

### 3. Approval of Flexible Agenda

(For Possible Action) The Subcommittee will approve a flexible agenda.

*Tiffany Alston, and Patrice Gardner, ECAC Leadership Co-Chairs*

- Ashley Dines motioned to approve a flexible agenda.
- Elyssa Arroyo seconded the motion to approve the flexible agenda.
- All agreed, none opposed.
- Motion carried.

### 4. Minutes from February 6, 2024

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

*Tiffany Alston, and Patrice Gardner, ECAC Leadership Co-Chairs*

- Patrice Gardner motioned to approve the minutes from the February 6th meeting.
- Brenda Morales seconded the motion.
- All agreed, none opposed.
- Motion carried.

### 5. Draft of Bylaws Revision

(Discussion Possible for Action) The committee discussed the draft revision of the bylaws to bring back to the full General ECAC meeting.

*Tiffany Alston, and Patrice Gardner, ECAC Leadership Co-Chairs*

- Tiffany Alston discussed the need to present the revised bylaws to the general ECAC meeting on March 20th. she mentioned that the subcommittee had previously discussed adding the option of having non-members become co-chairs on the subcommittees.
- Marty Elquist- The language proposed for the revisions is as follows: "Each subcommittee shall have one chair who is a voting member of the council and an option to elect a co-chair from the committee who is not a voting member of the council." As referred to in the previous meeting minutes.
- Marty Elquist- having the option for co-chairs is important for flexibility and to avoid attendance and quorum issues.  
she mentioned that the proposed language would replace the existing language on page three, section three, item C of the bylaws. She added that the following was also proposed: "The chair of the standing committee has the option to select a Co-Chair who is a member of the committee, but not a voting member of the Council".
- Marty Elquist offered to provide a word version of the last approved bylaws to Sabrina Jones ECAC System Specialist.



## Nevada Early Childhood Advisory Council

- Tiffany Alston confirmed all proposed language with the subcommittee.
- Tiffany Alston asked Sabrina Jones to redline the bylaws document, including the revisions, and noted that this will be posted with the meeting materials for the March 20th General ECAC meeting.
- Denise Tanata pointed out that the list of members in the bylaws document is not updated since AB 114, and Tiffany Alston asked Sabrina to update it along with the revisions.
- Rachel Stepina asked about consolidating two NRS laws related to AB411 membership list, and Denise Tanata suggested NRS language be changed together with the Legislative Council Bureau. The finalization could take a while.
- Rachel Stepina pointed out that the subcommittee agrees to review and make any additional necessary changes to the bylaws as a whole, in line with the requirement to review them every two years.
- Rachel Stepina suggests looking for any other immediate changes that could be made within the bylaws and encourages the subcommittee to consider this opportunity.
- Marty Elquist recommended sticking to the plan of presenting today's proposed changes to get them approved quickly and then convening an ad hoc committee for a thorough bylaw review.
- Marty Elquist suggested that a comprehensive review of the bylaws is necessary and proposed convening an ad hoc committee at a later meeting for a thorough review.
- Tiffany Alston confirmed with the committee that adding an ad hoc committee can be added to the agenda under the bylaw's discussion for March ECAC agenda, and that non-voting members would be invited to participate in the ad hoc committee.
- Marty Elquist and Tiffany Alston discussed the process of creating the ad hoc committee and appointing a chair according to the ECAC bylaws.

### 6. Subcommittee Workplan Review and Future Agenda Items

(Discussion for Possible Action) The leadership subcommittee reviewed the work plan, updates and discussed future agenda items.

- Tiffany Alston started the discussion on the workplan and future agenda items.
- Marty Elquist suggested updating the status and timeline for key activity 1.1 to (Draft plan for Governor's Office for Early Childhood) should be updated to Bill draft did not pass in 2023, currently reviewing and revising potential BBR for 2025 session based on input from key stakeholders. Add the mentioned language on the workplan and the timeline is updated to Q3 2024
- Denise Tanata suggested that the language be changed for Key activity 1.1 to Draft Early Childhood Governor Office Structure.
- Marty Elquist- regarding workplan section (Barriers and assistance needed) add the Quinn center will be conducting key stakeholder interviews to be completed by Spring 2024
- Sabrina Jones discussed a workplan item (to establish an orientation process and materials for new members).
- Sabrina Jones provided an update on the progress and mentioned the development of a three-part series orientation and future canvas series.
- Tiffany Olivas asked about the orientation process to be conducted quarterly, or as new members join.
- Sabrina Jones responded that these options can be considered by the leadership subcommittee.



## Nevada Early Childhood Advisory Council

- Tiffany Alston mentioned that the process of orientation is being considered with the continued development of the orientation materials.
- Rachel brought up the need to consider language access plans and the potential applicability to the council.
- Rachel brought up that it may be appropriate to add a language access plan to the workplan.
- Tiffany Alston acknowledged Rachel's suggestion and expressed interest in a language access plan.
- Ashley Dines suggested the workplan item (Conduct Family Engagement...) may be aligned with the rubrics.
- Tiffany Olivas provided an update on the parent engagement and leadership assessment, stating that the contract with CSSP is complete, but the work has informed the development of the ECCS strategic plan.
- Denise suggested this item be noted as replaced with Rubrics, but not updated as completed.
- Tiffany Alston asked what items to include on the next April Agenda
- Tiffany Olivas suggested providing a brief overview of the Prenatal to age 3 Strategic Plan. She will email Tiffany about it.
- Rachel mentioned the inclusion of the language access plan for the April meeting.
- Ashley suggested changing the title of the agenda item "parent spotlight" to "NECFLC Updates" to avoid confusion with the full ECAC parent presentation.

### 7. Family Spotlight

(Information/Discussion for Possible Action) The subcommittee received updates regarding the work of the NECFLC *Ashely Dines, Rosa Tamayo, The Childrens Cabinet and Parents*

- Ashley Dines provided an update on the family spotlight agenda item, highlighting the work done to reconfigure the program and establish a concrete foundation for parent leaders.
- Ashley Dines requested support in providing training sessions for parents, particularly on topics related to ECAC and its subcommittees. She also mentioned the possibility of redoing the parent leadership presentation for the full ECAC.
- Ashley Dines shared information on additional outreach efforts in the South Las Vegas area to recruit parents to join the Nevada Early Childhood Family Leadership Council.
- Ashley Dines emphasized the willingness of the NECFLC team to support other organizations and participate in events related to parent and family engagement.
- Tiffany Olivas provided an update on the facilitation rubric, explaining its purpose and mentioning the refinements made to the tool. The rubric is meant to assist chairs and co-chairs in creating a respectful and engaging environment for parent participation.
- Tiffany Alston expressed her interest in piloting the rubric.
- Marty Elquist informed the group that the Infant and Early Childhood Mental Health Board also expressed a need for such a tool and may request a presentation on the rubric.

### 8. Targeted Recruitment Discussion

(Information/Discussion/For Possible Action) The leadership subcommittee will discuss membership vacancies to develop strategies for targeted membership recruitment more broadly.

*Sabrina Jones, ECAC Systems Specialist*



## Nevada Early Childhood Advisory Council

- Sabrina Jones shared that there are existing applicants for ECAC Seat (D) Department of Education, Seat (I) Representative of a Public School, and two applications for Seat (Q) At least one member who is a parent or guardian of a child less than 8 years of age. We continue to recruit for Seat (P) Tribal representative.
- Denise Tanata again shared the opportunity to add ECAC recruitment to an article in the First Five Nevada newsletter and connected to the outreach campaign.

### 9. Discuss Agenda Items for Next General ECAC meeting March 20th.

(Discussion, For Possible Action)

*Tiffany Alston and Patrice Gardner co-chairs, Subcommittee Co-Chairs*

- Tiffany Alston we will carry over the Bylaw Draft discussion to the March 20<sup>th</sup> General ECAC meeting.
- Denise Tanata mentioned a presentation for Fiscal Mapping and Early Childhood Gap analysis to be presented in a future meeting. These projects should be done by the end of March.
- Tiffany Alston added that the Fiscal Mapping and Gap analysis can be presented at the May General ECAC meeting.

### 10. 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.*

- No Public Comment

### 11. Adjournment

Tiffany Alston, adjourned the meeting at 12:34pm

### Selected Action Items

- Update the workplan to reflect the above workplan discussion.
- Convene an ad hoc committee for a thorough bylaws review in an upcoming ECAC meeting.
- Conduct Language Access plan review and or presentation.
- Presentation on Nevada's Prenatal to Age 3 ECCS Strategic Plan
- Redline the bylaws document with the proposed revisions for the General ECAC review and vote
- Update the list of members in the bylaws document to reflect AB114.

### One Sentence Summary

The subcommittee discussed revisions to ECAC bylaws, workplan, recruitment and NECFLC updates, In addition, future agenda planning.