



**NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC)**  
COMMUNICATION & ENGAGEMENT SUBCOMMITTEE  
**PUBLIC MEETING**  
**Tuesday, July 9th, 2024, at 9am**

*“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*

This meeting was held video conference.

## **Minutes Summary**

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

*Jennifer Butler, Subcommittee Co-Chairs*

- Jennifer Butler called the meeting to order at 9:07AM
- Sabrina Jones conducts roll call.

#### **Members in Attendance:**

- Jennifer Butler, Quality Assurance Manager, Las Vegas Urban League
- Carrie Paldi, Supervisor, Creative Kids Learning Center
- Kendra Moore, Sales Representative, McGraw-Hill Education
- Maura Snyder, Social Services Program Specialist, Division of Welfare and Supportive Services, Childcare and Development Program
- Patrice Gardner, Nevada Head Start State Collaboration Director, Nevada Department of Education, Office of Early Learning Development
- Rachel Stepina, Preschool Development Grant Birth-5 Manager, Nevada Department of Education, Office of Early Learning Development
- Rosa Tamayo, Parent Leadership Coordinator (North), The Children’s Cabinet
- Brianna Cambra, Regional Quality Director, The Children’s Cabinet
- Danielle Holmes, Operations Manager, The Children’s Cabinet

#### **Members Not in Attendance:**

- Ivan Williams, Provider Representative
- Tina Springmeyer, Early Childhood Education Program Director, Washoe County School District

#### **Public in Attendance:**

- Steven Romero, Grant Specialist, Nevada Department of Education, Office of Early Learning
- Anna Villatoro, Early Childhood Comprehensive Systems (ECCS) Program Specialist, The Children's Cabinet.
- Ashley Dines, Parent Leadership Coordinator (South), The Children’s Cabinet
- Nyesdi Badillo, Early Childhood Family Engagement Specialist, Nevada Department of Education, Office of Early Learning and Development
- Sabrina Jones, ECAC Systems Specialist, Nevada Department of Education, Office of Early Learning and Development
- Tiffany Olivas, ECCS Manager 2, The Children’s Cabinet
- Denise Tanata, The Children’s Cabinet

- Tiffany East, North Oversight, Purdue & Marion Association
- Abbey Bernhardt, NAMI Nevada Y-PRSS
- Annette Dawson Owens, Community Engagement, Children’s Advocacy Alliance
- Annie Tran, Partner at TNTP
- De Ann McMahan
- Jessica Bland
- Jake Turner
- Kelcy Meyer, ADSD N. Regional Coordinator
- Peter Paul Paragas, Data Specialist, Sunrise Children’s Foundation
- Michelle Gehlert
- Karen Chessell, Family Consumer Science, Nevada Department of Education
- Jamie Mendez, Early Childhood Workforce Specialist, Office of Early Learning and Development, Nevada Department of Education

**2. Public Comment #1**

Public Comment will be taken during this agenda item regarding any item appearing on the agenda. No action may be taken on a matter discussed under this item until the matter is included on the agenda as an item on which action may be taken. The Co-Chairs may impose a time limit of three minutes. Public Comment #2 will provide an opportunity for public comment on any matter within the Subcommittee’s jurisdiction, control, or advisory power.

- No public comment

**3. Approval of Flexible Agenda** (*Discussion for possible Action*)

The Subcommittee approved 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.

*Jennifer Butler Subcommittee Co-Chairs*

- Brianna Cambra motioned to approve a flexible agenda
- Patrice Gardner seconded the motion
- No opposition
- All members voted in favor-The motion for a flexible agenda passed

**4. Approval of Minutes of March 12<sup>th</sup>** (*Discussion for Possible Action*)

The subcommittee discussed and approved March 12, 2024, meeting minutes.

*Jennifer Butler, Subcommittee Co-Chair*

- Sabrina Jones presented minutes from previous meeting
- Brianna Cambra mentioned adjustment to Denise Tanata and Brianna Cambra name-spelling corrections
- Rachel Stepina mentioned correction to ‘attendance’, removing Ivan Williams from being included in multiple categories of attendance
- Rachel Stepina motioned to approve the minutes with corrections made
- Brianna Cambra seconded the motion to approve the minutes
- No opposition

- All members voted in favor-The motion passed

**5. Appointing a Co-Chair to the Communication & Engagement Committee** *(Discussion for Possible Action)*

The subcommittee discussed nomination of a co-chair for this subcommittee and possible further action.

*Jennifer Butler, Subcommittee Co-Chair*

- Jennifer Butler discussed the need for co-chair for this committee.
- Sabrina Jones listed potential interest parties.
- Rachel Stepina recommended revisiting bylaws regarding the selection of a co-chair.
- Jennifer Butler asked that potential co-chair applicants introduce themselves.
- Nayesdi Badillo shared her background, ongoing responsibilities, and credentials to support her ability to support the needs of the co-chair position.
- Abbey Bernhardt shared her background, ongoing responsibilities, and credentials to support her ability to support the needs of the co-chair position.
- Jennifer Butler requested that co-chair assignment task be added onto the next meeting so that there is time to review the appointment process.
- Sabrina Jones inquired about any additional interest and questions.
- Sabrina Jones will add this item to next agenda meeting.

**6. Revisit Action Items for Communication Plan** *(Discussion for Possible Action)*

The subcommittee appointed a communication and engagement Ad Hoc committee.

To develop an ECAC Communication plan.

*Jennifer Butler, Subcommittee Co-Chairs*

- Jennifer Butler discussed communication plan and inquired about interest from the group regarding future meetings with an Ad hoc team.
- Sabrina Jones mentioned the poll that will be sent to previous members who applied for the Ad Hoc Committee to establish a meeting schedule moving forward.
- Patrice Gardner requested for review of needs regarding the Ad Hoc committee.
- Jennifer Butler discussed need for Ad Hoc revolving around community engagement opportunities and communication among other ECAC subcommittees.
- Patrice Gardner requested for a review of members that previously applied for Ad Hoc Committee
- Rachel Stepina shared a list of members that had previously applied for Ad Hoc committee, requesting that she also be added to the list.
- Jennifer Butler inquired on approval process of the Ad Hoc committee.
- Patrice Gardner approved the Ad Hoc.
- Denise Tanata mentioned her intent to participate in Ad Hoc committee.
- Jennifer Butler and Sabrina Jones discussed intent to meet after the meeting to discuss details of poll regarding a future schedule for the Ad Hoc committee.
- Nayesdi Badillo discussed possible exclusion of meeting dates based on previous commitments to other committees and shared group meetings.
- Rachel Stepina recommended a two-week forecast of potential meeting dates to assess availability of members to meet for Ad Hoc meetings.

- Jennifer Butler discussed two-week forecast of meeting dates and its implementation into the poll that will be sent to members.
- Tiffany Olivas mentioned conflicting subcommittee meeting commitments that may restrict potential meeting dates.
- Sabrina Jones asked members and others who are interest in join the Ad hoc committee to add suggested times and meeting dates in the chat to help with the create of a schedule poll.
- Sabrina Jones will send out an email for others who may be interest in becoming a co-chair.

#### **7. Identify Strategies to Incorporate Feedback Loops from Families and Providers** (*Information Discussion*)

The subcommittee discussed possible workgroup parents and the potential timeline.

*Nayesdi Badillo, Nevada Department of Education, Office of Early Learning Development*

- Nayesdi Badillo discussed first through 12<sup>th</sup> Family Engagement Framework and the proposed toolkit outline that will be sent to partner organizations so that their input on the tool can be accounted for.
- Nayesdi Badillo discussed incentives and capacity building among families, as well as how feedback loops will apply this information.
- Nayesdi Badillo discussed other subcommittee recommendations.
- Jennifer Butler requested that toolkit outline be resent to committee for members to have better understanding prior to next meeting.
- Jennifer Butler requested that Nayesdi Badillo send outline to Sabrina Jones for distribution to the rest of the subcommittee.
- Nayesdi Badillo distinguished between the development of an ‘outline’ and a ‘draft’, agrees to send ‘outline’ to Sabrina Jones for distribution to members for review.
- Rachel Stepina mentioned use of rubric from Leadership Committee meeting to improve on ‘feedback loop’ model, and creating shared language and actions plans among the subcommittees and stakeholders to create a more cohesive and inclusive list of procedures.
- Tiffany Olivas discussed the ability to use information from rubric data to improve on feedback loop model, but additional efforts will need to be made to explore the specific ways that it can be applied through connecting themes between the subcommittees.
- Nayesdi Badillo recommended bringing rubric information and all other forms of supporting resources to future Ad Hoc committee for larger discussion of how information will be applied.
- Rachel Stepina recommended keeping discussion around the rubric and feedback loop strictly to future meetings to avoid confusion regarding the purpose of the previously mentioned Ad Hoc group.
- Ashley Dines and Rachel Stepina discussed the feedback loops and how family perspectives and circumstances need to be accounted for more intentionally in the future.
- Jennifer Butler recommended inclusion of agenda items in future meeting for further discussion.

#### **8. Discuss Meeting Agenda Items for Next Meeting** (*Discussion, For Possible Action*)

The subcommittee discussed agenda items for the upcoming meeting.

*Jennifer Butler, Subcommittee Co-Chairs*

- Jennifer Butler discussed the need for inclusion of all agenda items from July 9<sup>th</sup>, 2024, meeting, with the inclusion of the Ad Hoc Committee updates.
- Jennifer Butler inquired about interest for future agenda items.
- Rachel Stepina suggested leaving space for potential presentations and questions from stakeholders in future meeting.



- Patrice Gardner discussed the need for cohesiveness among different ECAC subcommittees and how details of meeting need to be shared at next leadership subcommittee meeting.

#### 9. Public comment #2

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- Carrie Paldi mentioned making updates to future meetings' links to avoid confusion.

#### 10. Adjournment

- Jennifer Butler adjourned meeting at 10:08AM

#### **Selected Action Item:**

- Vote on a co-chair at the next subcommittee meeting
- Send an email to see who identify others interested in the Co-Chair seat
- Send a schedule poll for the new Ad Hoc Committee

#### **One Sentence Summary:**

The subcommittee discussed the co-chair position, appointed an Ad Hoc Committee to develop an ECAC communications plan and made plans for the upcoming September meeting.



Nevada Early Childhood  
Advisory Council