NEVADA EARLY CHILDHOOD ADVISORY COUNCIL (ECAC)
DATA & EVALUATION SUBCOMMITTEE

PUBLIC MEETING
Thursday, September 19, 2024
1:00 PM - 3:00 PM

"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 via Zoom virtual office

Minute Summary

1. **Welcome, Call to Order, and Roll Call**
   Marty Elquist, Subcommittee Co-Chairs
   - Marty Elquist called meeting to order at 1:04pm
   - Sabrina Jones conducted Roll Call

   Members Present (5)
   - Anna Marie Binder- Parent Representative
   - Latisha Brown- Childcare Licensing Division of Welfare and Supportive Services
   - Ashley Dines- Parent Leadership Coordinator, The Children's Cabinet
   - Marty Elquist- Co-Chair The Children's Cabinet
   - Amanda Haboush Deloye - Director, Nevada Institute for Children's Research and Policy

   Members Absent (1):
   - Matthew Hoffman- Data Analyst, Office of Early Learning and Development, Nevada Department of Education

   Public in Attendance (12):
   - Tiffany Alston, ECAC Chair
   - Dolores Hauck
   - Brandi Hearst- ECAC Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
   - Sabrina Jones- ECAC Systems Specialist, Office of Early Learning and Development, Nevada Department of Education
   - Nina McCartney- BCBA, Pivotal Behavior Consulting
   - Smriti Neupane- Research Analyst Nevada Institute for Children's Research and Policy
   - Tiffany Olivas- Early Childhood Comprehensive Systems Manager 2, The Children's Cabinet
   - Matthew Silver- Data Analyst, Office of Early Learning and Development, Nevada Department of Education
   - Donya Segoviano- Business Process Analyst III, Division of Welfare & Supportive Services
   - Rosa Tamayo-Rodriguez, Northern Nevada Family Leadership Coordinator, The Children's Cabinet.
   - Denise Tanata- Early Childhood Systems Consultant, The Children's Cabinet
   - Anna Villatoro, Early Childhood Comprehensive Systems Program Specialist, The Children's Cabinet

2. **Public Comment #1**
   Public Comment 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.
   Marty Elquist, Subcommittee Co-Chairs
   - No 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 ECAC Data and Evaluation Subcommittee Meeting Agenda at any time.
Marty Elquist, Subcommittee Co-Chair
- Amanda Haboush Deloye motioned to approve flexible agenda
- Ashley Dines seconds motion
- Unanimous vote, motion carried, flexible agenda approved

4. **Review and Approve Minutes from August 15, 2024** *(Discussion for Possible Action)*
The Subcommittee will motion to approve the August 15, 2024, minutes.
Marty Elquist, Subcommittee Co-Chair
- Amanda Haboush Deloy motioned to approve minutes from 8.15.24
- Latisha Brown seconds motion
- Unanimous vote, motion carried, minutes approved from 8.15.24

5. [**Child Care Aware of America Mapping Tool**](#) *(Discussion for Possible Action)*
The Subcommittee reviewed Child Care Aware of America Mapping Tool and discussed its relation to the Vulnerable and Underserved Population definition.
Marty Elquist, Subcommittee Co-Chair
- Denise Tanata- This is a good tool to use when updating or for information needed when potential opportunities come up such as defining topics for determination or expansion in definitions
- Marty Elquist-Sources they use for this data is interesting as some of these maps have additional components
  o Wonderful tools for folks to use as they have components of our definition
  o We can quickly see where these populations are and use these tools with the pieces of our definition
  o Social Vulnerability Index has a table showing the data with the actual numbers listed out.
    - Ability to switch to county or neighborhood or community
    - Literal areas of needs in smaller community areas are visible, not just by state
- Tiffany Olivas pointed out the use of acronyms and the need to use whole words as many people do not recognize the acronyms

6. **Revise Vulnerable and Underserved Population Definition** *(Discussion for Possible Action).*
The Subcommittee reviewed feedback from the General ECAC.
Marty Elquist, Subcommittee Co-Chair
- Marty Elquist presented the changes to the definition to the Subcommittee members
  o Page 2 is where changes took place
  o Native Americans and Tribal ethnicities noted
  o Amanda Haboush Deloy- I think Tribal and Native American can stay, Add Asian or Asian/Pacific Islander
  o Marty Elquist- Lets also add Hawaiian Pacific Islander. It does say "not limited" but let's add them to be inclusive and not leave only one group out.
  o Rosa Tomayo Rodriguez- Native America description, one or the other works, tribal or Native American, either works.
    - Add Asian
- Marty Elquist: Add Asian, Add Native Hawaiian or Pacific Islander
  o We need this to be what we look at when we do our strategic planning and work
  o Compared to Social Vulnerability Index, household composition isn't included on ours
    ▪ Add a bullet for this, thoughts?
- Rosa Tomayo Rodriguez- In inclusivity, instead of having "single parent" it could be "single parent or caregiver" as that role could be Grandma or Aunt for example.

- Ashley Dines- I think that is appropriate
- Marty Elquist- "We can word it Head of Household"
- Amanda Haboush Deloye- It depends -does it matter if it is a parent for their data?
- Marty Elquist- "Single Head of Household" would be inclusive, Single Parent is very different in data terms
- Amanda Haboush Deloye- Either one would be leading to the same results it depends on what data you are looking for as far as labels
- Denise Tanata- unique challenges for a grandparent versus an aunt or uncle, it would be very different household.
  - Recommends two lines, one for single parent and one for other family members
- Marty Elquist- Agree two separate issues, what is measurable according to this definition?
  - What do we need it to be for data.
  - Thoughts for adding two lines?
  - The Social Vulnerability index does say "Single Parent Household"
- Denise Tanata- Lets look at Practical Application
  - Opportunity Index is updated every 5 years
  - How will we use this information...? This will determine our wording
- Amanda Haboush Deloye- A lot of applications will say Parent/Guardian
  - Regardless of our decision, we should check what other data shows
- Marty Elquist- Is everyone ok with "Parent/Guardian"
  - Add Bullet: "Live in a Single Parent/Guardian Household"
  - For bullet: Identifies as members of racial/ethnic/cultural minority groups…
  - Add Asian, Native Hawaiian or Other Pacific Islander
- Marty asked if anyone would make a motion:
  - Donya Segoviano makes motion to approve definition
  - Amanda Haboush Deloye seconds' motion
  - Unanimous Vote, definition approved
  - Take approved definition to Executive Leadership for approval

7. **Creation of Playbook** *(Discussion for Possible Action)*
   The Subcommittee opened discussion for creating a purpose statement for a data playbook targeted at the parent audience.
   Amanda Haboush Deloye, Executive Director, Nevada Institute for Children's Research and Policy
   Marty Elquist, Subcommittee Co-Chair
   - Marty Elquist reads chat questions
     1. *"Is this going to be ECE specific?"*
        - I don't think so, I believe it will be across all of the Systems
        - I'm interested in your thoughts on these questions-
          - How is the data used now?
          - How do we hope to use the data and why?
          - What would make you comfortable sharing your child's information
   - Ashley Dines- Questions that cross parent's minds:
     - Where is the data going to go?
     - Is it safe?
     - Who is using this, is it a trustable source?
     - How is it going to be used?
     - We need to use simple terms and explain how it will affect them. Short and Simple.
   - Marty Elquist- Are you saying how can we get this data we collected to the public so they can see how they are helping or effecting the outcomes?
   - Ashley Dines- Yes absolutely
   - Marty Elquist- as parents what would you (members) need to know to be comfortable sharing your

child's information?

- Ana Villatoro- Where will the data be stored, will it be deleted, saved?
- Tiffany Olivas- Knowing that privacy is strongly protected.
  - Have a "Do you know your Rights HIPPA Flyer
  - Maybe more of a procedure when we ask for information and make it a big deal that we keep data safe so people give accurate info and feel safe
  - Let's adjust our procedures depending on what their needs are, not guessing what they need
  - Help them feel safe and voice heard
  - They feel safer = share information more freely
- Latisha Brown- When opening up to parents, we can hear what their needs are.
- Tiffany Alston- Them seeing the data and how they made an impact
  - Add continuous quality improvement pieces
  - School readiness data
  - Show how this helps them and how they can make gains from sharing the data
  - What can we do next to support families?
- Marty Elquist- Parents don't want to be asked the same info over and over
  - State longitude data system, what is the purposes of the data
  - Giving concrete examples of context that is specific
- Amanda Haboush Deloye- They need to see their data available more often
- Tiffany Olivas – Barriers we will face when engaging in communities with a historical mistrust of "government" entities.
  - Strategies to build relationships and outreach will be very important.
- Marty Elquist- Matthew Hoffman- I think may have data already on this
  - We need to keep this information short and sweet, so we don't loose them in long documents
- Rosa Tomayo Rodriguez- Points of contact or resources to follow up with or find out more (family friendly) information.
- Marty Elquist– Change name from Playbook to something else
- Amanda to sec it in our topics from playbook and get feed back from Family Engagement groups
- Maybe they can help us get a name change

8. **Identify Gaps Between the Data Dictionary and Research Questions (Discussion for Possible Action)**
   The Subcommittee discussed updates that were collected in the "Data Dictionary" to the data points.
   Amanda Haboush Deloye, Executive Director, Nevada Institute for Children's Research and Policy
   Smriti Neupane, Research Analyst, Nevada Institute for Children's Research and Policy
   - Smriti Neupane presented Early Learning Childcare and Home Visiting programs, looked into data
     - Vulnerable population definition, looked into data from 2 different programs
       - Early Leering Child Care programs
       - Home Child Care
       - Report in progress
         - Subcommittee viewed the progress on excel sheet
         - One indicator- Number of centers accepting children for HeadStart
           - Data Showed race, ethnicity, poverty level
         -

9. **Discuss Agenda Items for Next Meeting** *(Discussion for Possible Action)*
   The Subcommittee discussed items to be added to the agenda for the upcoming meeting.
   Marty Elquist, Subcommittee Co-Chair
   - Marty Elquist- Update from Playbook
     - Possibility to discuss a new name?
     - Will we be able to add Family feedback from playbook?
   - Amanda Haboush Deloye- Stated not enough time in between this meeting and next meeting to review everything and create

the report
- Marty Elquist- Lets keep the Playbook on there and we can discuss either of the updates
    - keep Agenda Item 7 as is on Agenda for October
- Agenda Item 8 remains the same for October

10. **Public comment #2** *(Discussion for Possible Action)*
Public comment will be taken during this agenda item on any matter within the Subcommittee's jurisdiction, control, or advisory power. No action may be taken on a matter raised under this item until the matter is included on the agenda as an item on which action may be taken. The Subcommittee Chair will impose a time limit of three minutes.
Marty Elquist, Subcommittee Co-Chair
- Marty Elquist had two announcements:
    - Welcomed Donya Segoviano to the Subcommittee
    - Karissa Loper Machado's resignation due to taking a new position.
    - Co-Chair opening to the members
- Smriti Neupane – we need support and suggestions on how we can better reach families who speak other languages than English. Please reach out if you can help us.
- Amanda Haboush Deloye- We would love to get this done within the next month
- Marty Elquist- Announced Amanda Haboush Deloye offered Co-Chair

11. **Adjournment**
Marty Elquist, Subcommittee Co-Chair

- Marty Elquist adjourned meeting at 2:19pm

- **3 Action Items**
    1. Bring Approved Definition of Vulnerable and underserved Population to General ECAC and Leadership subcommittees.
    2. Create a new name for the Playbook
    3. Check Data on other applications for verbiage regarding head of households.

12. **One Sentence Summary**:
The Subcommittee was able to discuss the playbook and the importance of having the definition completed and revisited every so often as the community needs change as does various factors approved the definition of Vulnerable and Underserved Population.