



# Nevada Early Childhood Advisory Council

## Nevada Early Childhood Advisory Council (ECAC) Communication & Engagement Ad Hoc Committee

Public Meeting  
October 3, 2024  
10:00-11:00am

“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 held via Zoom video conference.

### Minutes Summary

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

*Jennifer Butler, ECAC Communications and Engagement Co-Chair, Ad Hoc Committee Member*

- Jennifer Butler started meeting at 10:10am
- Sabrina Jones conducted roll call

#### Members Present (6)

- Nayesdi Badillo, Early Childhood Family Engagement Specialist Office of Early Learning, Nevada Department of Education
- Abbey Bernhardt, Youth Press, National Alliance on Mental Illness Nevada Chapter
- Jennifer Butler, Co-Chair Communications and Engagement
- Patrice Gardner, ECAC Vice Chair, Head Start Collaboration, Office of Early Learning and Development, Nevada Department of Education
- Jamie Mendez, Early Childhood Workforce Specialist, Office of Early Learning and Development, Nevada Department of Education
- Denise Tanata, Early Childhood Comprehensive Systems Advisor, The Children’s Cabinet

#### Members Absent (2)

- Brianna Cambra, Regional Quality Director, The Children’s Cabinet
- Rachel Stepina, PDG B-5 Grant Manager, Office of Early Learning and Development, Nevada Department of Education

#### Public Present (3)

- Brandi Hearst Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
- Sabrina Jones, Systems Specialist, Office of Early Learning and Development, Nevada Department of Education
- Asia McCoy, Intern, Children’s Advocacy Alliance

#### 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.





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- Nayesdi Badillo – Do we have another meeting on 10/14?
- Sabrina Jones- Yes that is correct
- Nayesdi Badillo- Invited committee to a training for Family Engagement added information to Chat for members to reference

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

The Ad Hoc Committee approved a flexible agenda. The Committee 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, ECAC Communications and Engagement Co-Chair, Ad Hoc Committee Member*

- Abbey Bernhardt motioned to approve Flexible Agenda
- Jamelle Nance seconded motion
- Members voted unanimously, motion carries

### 4. **Business Communication Plan** (*Discussion for Possible Action*)

The Ad Hoc Committee discussed the development of strategies for an ECAC Communication Plan.

*Jennifer Butler, ECAC Communications and Engagement Co-Chair, Ad Hoc Committee Member*

- Jennifer Butler- Reviewed the Communication plan from last meeting
- Jamelle Nance- I have a question about the name, are we calling it a “business plan”?
- Jennifer Butler- This is just a rough draft; I would think we call it a Communication Plan
- Jamelle Nance- Will there be more on the Retaining Parents section as I know others have a lot of information with that as far as Family Engagement from Nayesdi Badillo and Ashley Dines
- Nayesdi Badillo- Yes, We are going to expand from there and split it up into sections

### 5. **Workplan Review** (*Discussion, For Possible Action*)

The Ad Hoc Committee reviewed the ECAC Combined Subcommittee Workplan to align the work of the Ad Hoc Committee and continued discussions

*Jennifer Butler, ECAC Communications & Engagement Co-Chair, Ad Hoc Committee Member*

- Jennifer Butler Reviewed the Workplan
  - Asked for Workplan to be shared via screen
  - We made lists of families, providers, and agencies such as:
    - National Association for the Education of Young Children, Child Care Aware, etcetera
    - Created in 2023 - adjust to make it current
    - Flush out feedback loop from family providers as it was not used
  - How we get them involved and aware of Early Childhood Advisory Council
    - They are their first teachers, need a voice at the table
- Jamelle Nance- Gaps that are missing and update this, use to cross reference with First 5 Nevada
- Sabrina Jones- I have the Master List with the organizations, requested Denise Tanata to email the Master List she has same information and then we will send out to everyone
- Brandi Hearst- I will look and see if it is online, and I can share the link in the chat
  - Not online, after reviewing on 10/14 I can add to the website
- Denise Tanata posted Master List in chat for everyone to access for now
- Jennifer Butler- Explained there are multiple tabs with organizations
- Jamelle Nance requested to set a date for Quarter 1, 2025 to have Master List completed
  - Already at the end of 2024





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- Jennifer Butler added to update the Master Form quarterly
  - Note Jamelle's request for Quarter 1 2025
- Nayesdi Badillo- Can you clarify if the Parent groups are connected or not connected feedback loops and are parents included in plan development.
- Jennifer Butler- Maybe what would be helpful is taking that initial part of the list.
- Jamelle Nance – this can go back to the parent leadership network or other leadership groups.
- Jamie Mendez- Shared the idea of having families that already gave input at first meetings to come back and share their thoughts and ideas for Communication plans and how they prefer to receive information and what information they need or want.

### 6. **Discuss Meeting Agenda Items for October 14 Meeting** (*Discussion, For Possible Action*)

The Ad Hoc Committee discussed agenda items for the upcoming meeting.

*Jennifer Butler, ECAC Communications & Engagement Co-Chair, Ad Hoc Committee Member*

- Jennifer Butler-
  - Add Master List review
  - Agenda Item #4 Communication Plan- Focus on Parent Engagement Piece
  - Work Plan Review

### 7. **Public Comment #2**

Public Comment 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 Co-Chairs will impose a time limit of three minutes

- No comment

### 8. **Adjournment**

*Jennifer Butler, ECAC Communications & Engagement Co-Chair, Ad Hoc Committee Member*

- Jennifer Butler adjourned meeting at 11:02am

#### • **Action Items**

- I. Sabrina doodle poll to reschedule 10.14 meeting
- II. Brandi sends follow up Email with Master List and Parent Meeting link from Nayesdi
- III. Members to review Master list before next meeting

#### • **One Sentence Summary**

The Ad Hoc Committee was able to communicate their ideas for Family Engagement, brainstormed ideas for utilizing and updating a Master List, and discussed how to reach more families for engagement by taking new avenues such as Social Media.

