



## Nevada Early Childhood Advisory Council

### Nevada Early Childhood Advisory Council (ECAC) Data and Evaluation Subcommittee

Public Meeting

Thursday, April 17, 2025

1:00 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.”

**Meeting Location:** This meeting held virtually on Zoom.com, click [HERE](#) to access the meeting

**Meeting ID:** 817 8418 5996

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### MEETING MINUTES

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

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Marty Elquist called meeting to order at 1:03pm
- Brandi Hearst conducted roll call

#### MEMBERS PRESENT

1. Latisha Brown, Childcare Licensing, Division of Welfare and Supportive Services
2. Ashley Dines, Parent Leadership Coordinator, The Children's Cabinet
3. Marty Elquist, Co-Chair
4. Amanda Haboush-Deloye, Co-Chair
5. Matthew Hoffman, Data Analyst, Office of Early Learning and Development, Nevada Department of Education
6. Kate Pflughoeft, Assistant Grant Manager, Office of Early Learning and Development, Nevada Department of Education
7. Matthew Silver, Data Analysts 2, Office of Early Learning and Development, Nevada Department of Education

#### MEMBERS ABSENT

1. Anna Binder, Parent Representative
2. Donya Segoviano, Business Process Analyst III, Division of Welfare & Supportive Services

#### PUBLIC PRESENT

1. Brandi Hearst, ECAC Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
2. Sabrina Jones, ECAC Systems Specialist, Office of Early Learning and Development, Nevada Department of Education
3. Jamie Mendez, Early Childhood Workforce Specialist, Office of Early Learning and Development, Nevada Department of Education
4. Smriti Neupane, NICRP Research Analyst
5. Darby Porter, Nevada Library Systems
6. Anna Villatoro, Parent Leadership Coordinator, 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 and Amanda Haboush-Deloye, 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 Data and Evaluation Subcommittee Meeting Agenda at any time.

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Amanda Haboush-Deloye motions for a Flexible Agenda
- Kate Pflueghoft seconds motion
- Members voted unanimously, motion carries

### **4. Review and Approve Minutes from March 20, 2025** *(Discussion, for Possible Action)*

The Subcommittee approved the March 20, 2025 minutes.

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Ashley Dines motions to approve Minutes from 3.20.25
- Latisha Brown seconds motion
- Members voted unanimously, motion carries

### **5. Online Searchable Database Review** *(Discussion and Review)*

The Subcommittee updated on the Online Database progress, members able to have open discussion, ask questions, share ideas or bring concerns to the table.

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chair*

*Matthew Hoffman, Education Programs Specialist, Office of Early Learning and Development, Nevada Department of Education.*

- Matthew Hoffman shared the mock-up of the Data Dictionary, proposed to call it a “Data Bank”
- Shared an example: [data.virginia.gov](http://data.virginia.gov) for members to see the general idea of the database and continues showing members how a search would work and what information would be available as opposed to the actual data.
- Matthew Hoffman suggests that as a member of ECAC we should have access to add and be able to modify tags at the base level on the data base
- Kate Pflughoeft asked for clarification of “Groups” versus “Organizations”
- Mathew Hoffman explained that the verbiage is basic placeholders and as of now the Subcommittee names are set as the groups.
- Marty Elquist suggested maybe using the Sectors instead of the Subcommittees
- Kate Pflughoeft agreed that people would then be able find information they are looking for with less hoops
- Marty Elquist described this function as a type of focus filter
- Amanda Habosuh-Deloye brought up the perspective of not having too many places to look for the same information and suggests making the filters narrow the options down show the information tagged according to filters chosen.
- Marty asked if the main question is if we want to identify groups?
- Matthew Hoffman requested approval to proceed with building this out and using the Data from NICRP then hammer out the details in the pilot.
- Marty Elquist asks what the process is for making sure the Data table is updated and accurate
- Matthew Hoffman switched over to Security factors and showed an example of a table, sing ECAC member information and how the approval process works, lowest end would submit and create tags for approvals, second level, submit or edit data tables for approvals, and so forth.
- Mary Elquist asks how we can keep this information accurate and easy to use by families and the public and not just ECAC people, suggesting approval emails or questions go to the main person in charge of that topic.



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- Amanda Haboush-Deloye mentioned she had policies written up already as she has this type of data source before and suggests that This subcommittee is in charge of keeping it up to date and we need to oversee it and update annually according to the current data.
- Matthew Hoffman added that we can make it so they can email us if a topic hasn't been updated within a year and those types of notifications
- Kate Pflughoeft asks if this searchable database will align easily with the Data Dictionary we had in place already, and if it meets the needs of the community.
- Amanda Haboush-Deloye
- Latish Brown explained that this is worth the information that the community needs to refer to and understand
- Kate Pflughoeft asked if we can get feedback from the Virginia.gov users so we don't go too far in one direction without knowing if its useful or liked by the people
- Matthew Hoffman asked members to remember that every delay is at least 2 weeks' worth of waiting and we don't necessarily have the time because of funding
- Amanda Haboush-Deloye responded that we should wait to get feedback as the back end is a harder build and we can build that out and get feedback later on how it looks which is not as hard to make it look good compared to make it function.
- Kate Pflughoeft agreed that we do need to be cautious of time and to simultaneously do tasks as much we can
- This agenda item is to be repeated in May

### **6. Best Practices Statement for Final Vote** *(Discussion for Possible Action)*

The Subcommittee reviewed final draft of Best Practices Statement, Subcommittee to vote on approval of Best Practices Statement to then take to May General Council meeting for ECAC Approval.

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chair*

- Brandi Hearst described the last-minute changes of removing the word inclusively and described that if any changes are done today that the members can see the document changes live and can vote on the final outcome, then asked if "NDE" to be added alongside the Data Subcommittee name?
- Marty Elquist added that we need to ask NDE if they want to be added
- Matthew Hoffman said it was not his intention to have NDE named on the statement as this is for everyone's use and they are already an ECAC partner.
  - Marty Elquist motions to approve the Data Collection Best Practices Statement as presented
  - Matthew Silver seconds the motion
  - Members voted unanimously and motion carries
- Matthew Hoffman requested that NDE gets the Statement translated (Spanish).
- Approved Best Practices Statement to move to May Executive Leadership, then General ECAC meetings.

### **7. Snapshot of the Early Childhood System** *(For Discussion and Possible Action)*

The Subcommittee compared our data lists with Child Opportunity Index (COI) found here: [Child Opportunity Index](#)

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Matthew Hoffman showed the example he had from the Child Opportunity Index and showed what happens if you click on the map, members visually see the data and indicate the ECAC data fields within communities, this tool could be something to recommend instead of creating a new one.
- Amanda Haboush-Deloye shared that her worry is how to save data if the website went down
- Marty Elquist asked members if we want to bring this to the General ECAC to present the table and the "crosswalk"?





- Amanda Haboush-Deloye shared the domains used last time were Mental Health, Maternal Mortality, Infant Mortality, Chronic Disease- specific to the environment around Early Childhood including poverty.
- Kate Pflughoeft suggested other sites that some of this data can be pulled from
- Amanda Haboush-Deloye let members know data was retrieved from those sites, showing where we can get this data from noting if it is not on our list, we don't know where to get that data from as we haven't found it.
- Mary Elquist asked if we now pick which domains we want to follow?
- Amanda Haboush-Deloye described that the hardest one to get data is chronic disease and its hard to categorize being a part of special needs and special health care needs
- Marty Elquist asked if we are recommending that you can't really pick a top five? And to suggest to look in each sector
- Amanda Haboush-Deloye shared the scores we already went over, added that safety can also include Child Abuse and neglect, child death rate and that we need to limit it to 3 topics per domain for a quick glance
- Marty Elquist then asked if we remove child chronic disease, infectious disease rates because it's so open-ended
- Amanda Haboush-Deloye agrees to remove those items
- Kate Pflughoeft added to look into the Medical information within the COI
- Amanda Haboush-Deloye is ready to motion for a vote to adopt these as our snapshot for outcomes as all of the variables are big factors even if it is 80 items contributing to the overall score.
- Latisha Brown and Marty Elquist asked Amanda Haboush-Deloye to present to the General ECAC meeting in May for their update.
- Marty Elquist added that we already voted on this in response to Amanda's motion, when we adopted this document., we're going to use the document that we already created

#### **8. Review Work Plan (Discussion, For Possible Action)**

The Subcommittee updated the Work Plan action steps or delegate action steps as needed.

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Marty Elquist suggested to add column for documents approved within the workplan for easy visibility, then reviewed items, below, for workplan updates:
  - 5.1 ADD: Key messages approved on 2.2025
  - MOVE: Link for vulnerable definitions needs to move to where the approved key messages are placed
- Amanda Haboush-Deloye said that this workplan was made before we had a budget for marketing materials and some of this is no longer applicable
- Marty Elquist said she was not sure if it is appropriate to talk about integrated data right now
- Amanda Haboush Deloye suggests going back to the parents and making sure that we are helping parents get more comfortable with data and integrate key messages regarding data collection and the utilization into training with parents and providers, creating user-friendly formats and platforms that are easy for parents and providers use and understand
- Marty Elquist agrees and says that we need to integrate it with Action plans and there doesn't seem to be a good fit to action plan item 5.1-
  - Mark 5.1 adding Data to marketing campaign as SUSPENDED no longer applicable
- Marty Elquist asks for a motion to remove above item from the plan
  - Amanda Haboush Deloye motions to remove Data additions to marketing plan from the workplan Item 5.1
  - Matthew Hoffman seconds
  - Members voted unanimously, motion carries
- Marty Elquist continued with updating Workplan:
  - ADD Key Talking Points, done in February 2025
  - Delete last random row on 5.1 "utilizing..."



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- 5.2 ADD: Data dictionary is complete, now creating an online data bank to make the data searchable and accessible
- 5.2 last action item MARK: In Progress
- 5.3 IN PROGRESS, Matthew Hoffman to send links to add to this action item and this item will move to next strategic plan as it is a large item we are just starting
- Develop concepts for NV ECIDS- Amanda Haboush-Deloye to discuss with Rachel Stepina if they want to fund this with PDG funds as it needs a dedicated team
- Action step to “Educate decision makers on ECIDS”- Marty Elquist suggests making a plan for this
- Amanda Haboush-Deloye suggest putting a hold to add to Strategic Plan 2025 and wait until after Legislation
- Add Key Messaging to Website for easy access

### 9. Agenda Items for Next Meeting on 5/15/25 (*Discussion, Informational*)

The Subcommittee requested topics to add to May agenda:

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Repeat Agenda Item 5 for more updates re: online searchable databank
- Playbook review, leave status in progress
- ECAC Website updates for data related information

### 10. Upcoming Meetings (*Informational*)

- **Systems Alignment:** 4.23.25, 1:00pm
- **Executive Leadership** 5.06.25, 11:00am
- **Policy and Finance:** 5.08.25, 1:00pm
- **Communication and Engagement:** 5.13.25, 9:00am
- **Data and Evaluation:** 5.15.25, 1:00pm
- **Communication and Engagement Ad-Hoc:** 5.20.25, 1:30pm
- **General ECAC Council:** 5.21.25, 5:30pm VIRTUAL ONLY

### 11. Public Comment #2

Public comment made during this agenda item on any matter within the Subcommittee’s jurisdiction, control, or advisory power. No action may be taken on the 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.

- No comment

### 12. Adjournment

*Marty Elquist and Amanda Haboush-Deloye, Subcommittee Co-Chairs*

- Marty Elquist adjourned meeting at 1:49pm

### ● 3 Action Steps

- Brandi Hearst to email Sabrina Jones the updated information for the Workplan
- Workplan to have added column or category to list out voted on items with outcomes
- Key Messaging to be added to the Nevada ECAC website / “Data and Evaluation Materials” section

### ● One Sentence Summary

The Subcommittee held an in-depth conversation about the Searchable Database and covered topics such as building the backend of the website, when to ask for feedback and how to use the features of the search with filters; The Subcommittee





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also made progress on the Workplan updates as well as approving the Data Collection Best Practices Statement to take to the General ECAC meeting in May 2025.