

Executive Leadership Subcommittee

Public Meeting

Tuesday, March 03, 2026

11:00 am-12:30 pm

Virtual Meeting Location: Zoom.com To join, click [HERE](#) **Meeting ID:** 874 7306 4118 **Passcode:** 931429

ATTENDANCE 12 of 14 MEMBERS PRESENT

1. Tiffany Alston, ECAC Chair
2. Brianna Cambra, Communication and Engagement Co-Chair
3. Cherry Clark, Nevada Early Intervention Services
4. Marty Elquist, Data Co-Chair
5. Patrice Gardner, ECAC Vice Chair
6. Dr. Elizabeth Glover, CEO of Echoes of Excellence
7. Amanda Haboush-Deloye, Data Co-Chair
8. Jerek Hough, District Manager, Source Academy
9. Dr. Jamelle Nance, Communication and Engagement Co-Chair
10. Tiffany Olivas, Systems Alignment Co-Chair
11. Denise Tanata, Early Childhood Comprehensive Systems Advisor, The Children's Cabin
12. Kathy Yoder-Bass, Provider Representative

Member's Absent

1. Abbey Bernhardt, Systems Alignment Co-Chair
2. Darby Porter, Nevada Library System

Public in Attendance

1. Brandi Hearst, ECAC Administrative Coordinator, Office of Early Learning and Development, Nevada Department of Education
2. Sabrina Jones, ECAC System Specialist, Office of Early Learning and Development, Nevada Department of Education
3. Janice Lee, Pyramid Model
4. Jamie Mendez, Workforce Specialist, Office of Early Learning and Development, Nevada Department of Education
5. Marlene Merida, Community Member
6. Rachel Stepina, Preschool Development Grant Birth-5 Manager, Office of Early Learning and Development, Nevada Department of Education
7. Anna Villatoro, Family Engagement, The Children's Cabinet
8. Brooke Yarborough, Social Services Chief 2, Division of Social Services, Nevada Department of Human Services

MEETING MINUTES

1. Welcome, Call to Order, and Roll Call 7 min.

- Patrice Gardner called the meeting to order at 11:05 am
- Brandi Hearst conducted roll call (noted above)

2. Public Comment #1 5 min.

- Public Comment not given during this agenda item.
- No Comment

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

Members approved of a flexible agenda.

Tiffany Alston, Nevada ECAC Chair

Patrice Gardner, Nevada ECAC Vice Chair

- Amanda Haboush-Deloye motioned to approve a flexible agenda
- Denise Tanata seconded the motion.
- Members voted, motion passes, flexible agenda approved.

4. Approval of Minutes (Discussion for Possible Action) 3 min.

Members approved the February 03, 2026, Minutes

Tiffany Alston, Nevada ECAC Chair

Patrice Gardner, Nevada ECAC Vice Chair

- Denise Tanata shared edits that were updated live on screen
- Kathy Yoder-Bass motioned to approve the February Minutes
- Brianna Cambra seconded the motion.
- Members voted, motion passes, February 03, 2026, minutes approved.

5. Nevada Governors' Workforce Development Board (GWDB) Childcare Subcommittee Symposium Update

(Discussion, Informational) 10 min

Executive Leadership shared their experience at the (GWDB) Childcare Symposium.

Nevada ECAC Chair Tiffany Alston

Nevada ECAC Vice Chair Patrice Gardner

- Patrice Gardner and Tiffany Alston attended the Nevada Governor's Workforce Development Board Child Care Subcommittee Symposium on February 24. The symposium convened state and local partners to discuss alignment between workforce initiatives and child care support, and to identify key priorities for the 2027 legislative session. Discussions also emphasized the importance of using intentional and consistent language when referring to the early childhood system, particularly across the child care and early learning sectors.
- The GWDB Child Care Subcommittee emphasized collaboration and actionable planning, forming two working groups focused on developing child care policy recommendations.
- Patrice Gardner and Tiffany Alston to continue attending future meetings, sharing updates with this Subcommittee.
- Marty Elquist highlighted that any childcare bill must be part of a comprehensive governance system that includes policy, funding, and data components.
 - Requests members to share ideas and input for consideration to be a part of a comprehensive bill by Tuesday 3.10.26 by 9 a.m.
- Brianna Cambra gives some context, explaining that the GWDB is focused on economic development and views child care as a key workforce issue. The Board recognizes that limited child care availability, or "child care deserts," hinders workforce participation limits businesses wanting to move to or stay in Nevada Their current focus is to expand child care access and increase state investment in early learning initiatives. While acknowledging the broader systemic challenges, the Board aims to take a practical approach with sustainable goals.
- Brandi Hearst shared the link to the Key Messaging document for members to view and add their ideas before Tuesday morning

6. Subcommittee Transition Planning (Discussion for Possible Action) 5 min

Members discussed next steps for Subcommittee transition.

Nevada ECAC Chair Tiffany Alston

Nevada ECAC Vice Chair Patrice Gardner

Sabrina Jones, Systems Specialist

- Sabrina Jone reviewed and discussed [Motion 2](#) and the recommendations to support transitioning the existing subcommittee structure to a newly designed structure, explaining the following to the Members:
 - Subcommittees will establish parameters for decision-making and approval processes tied to strategic goals.
 - Subcommittees discuss and add activities to their Work Plan within their first three meetings
 - updates given at the Executive Leadership Subcommittee meetings.
 - Bi-monthly meetings now standard, with flexibility for more frequent meetings, the Subcommittee determines the need.
- Patrice Gardner emphasized subcommittee autonomy to ensure efficiency as well as:

- Supporting bi-monthly meetings
- Encouraging additional meetings if needed.
- Confirmed that Brandi Hearst would distribute the Work Plan before meetings start back up, allowing Co Chairs time to review before working with members to add their activities.
- Denise Tanata highlighted the goal of improving communication and coordination between Subcommittees and Executive Leadership, such as:
 - Sharing that limited time in meetings makes structured updates essential.
 - Raised questions regarding when Subcommittees can act independently versus requiring approval from Executive Leadership
- Brianna Cambra agreed with Denise Tanata stating:
 - There is a need for clear communication and decision-making mechanisms.
 - Suggesting a list of distinguishing actions requiring approval and actions subcommittees can do on their own.
 - Proposed using shared tools or digital platforms to streamline communication.
- Amanda Haboush-Deloye shared that other boards authorize members to act within defined parameters aligned with strategic plans.
 - Supports developing a formal structure to prevent confusion and delays.
- The Members discussed historical ECAC structure and reviewed subcommittee membership application process.
- Members expressed needing written out permissions for Co-Chairs, including:
 - Subcommittee roles
 - Subcommittee responsibilities
 - Procedure for subcommittee membership
 - NOTE: Decision not made for having a maximum number of member sets in each subcommittee
- Patrice Gardner asked long-standing members about past subcommittee structures and explained the following:
 - The need for clear protocols to define subcommittee authority
 - Supported limiting subcommittee membership to maintain quorum
 - Proposed for voting members primarily being Co-Chairs.
- Rachel Stepina recommended expanding subcommittee membership to up to nine members for balanced sector representation
- Marty Elquist recalled that earlier subcommittees may have had charters outlining roles and responsibilities but lacked detailed governance procedures, then suggested the following:
 - Adding new procedures and details to existing documents rather than bylaws for flexibility.
 - Having a consistent process across all subcommittees and
 - suggested consolidating procedures into one guidance document
 - Suggested using the Subcommittee Commitment document and adding to that
 - suggested adding to the original Subcommittee Commitments document the following:
 - Subcommittee process
 - Subcommittee permissions.
 - Adding Co-Chair responsibilities making it a guidance document
- Denise Tanata shared that previous strategic plans lacked formal subcommittee decision-making processes, relying instead on informal coordination, then suggested the following:
 - Having a "Flexible" Membership cap of nine to eleven members based on subcommittee needs.
- Brianna Cambra suggested updating Co-Chair responsibilities to include authority parameters, approval timelines, and due dates.
 - Recommended defining required roles such as co-chairs and a secretary for administrative consistency.
 - Raised efficiency concerns
 - Requests that the ECAC Chair and Vice Chair handle approvals directly to avoid delays.
- Dr. Liz Glover advised clearly defining each subcommittee role to ensure alignment and consistency.
- Sabrina Jones shared that she and Brandi Hearst have the Co-Chair Roles and Responsibilities ready for review.
 - Proposed limiting subcommittee membership, having five to seven members to avoid quorum issues.
 - Reviewed the proposed Subcommittee Membership Application process including:

- Online Membership Applications
- Applicant introduces self at Executive Leadership meeting (scheduled on agenda)
- Rubric-based reviews before
- Final approval by the ECAC Chair and Vice Chair.
- Announced launching of the new subcommittees named below:
 - Workforce Development, launching between March and April
 - Family Leadership and Engagement, launching between March and April
- Tiffany Olivas expressed interest in chairing the Family Leadership and Engagement Subcommittee.
 - Shared that she had begun identifying parent leadership initiatives
 - Suggested that a parent could eventually Co-Chair the Subcommittee.
- Patrice Gardner agreed with Tiffany Olivas and would like to see a parent in the Co-Chair Role
- Denise Tanata suggests a review of bylaws to find potential conflicts between new subcommittee structures and existing policy
 - Emphasized that voting members must understand quorum responsibilities and attendance expectations.
 - Requests to review the Bylaws before appointing new Co-Chairs as the online version is not the most recent
- Rachel Stepina agreed that bylaws should be reviewed, noting difficulty locating the most recent version and possible conflicting language.
- Marty Elquist suggested forming an Ad Hoc Committee for Bylaws revision
 - Current Bylaws already authorize the ECAC Chair and Vice Chair to approve subcommittee members.
 - Volunteered to serve on the Ad Hoc Bylaw Committee.
- Brandi Hearst confirmed that the bylaws posted on the ECAC website were outdated and requested the most recent approved version.

7. Agenda Items for April 7, 2026 Meeting (Discussion and Possible Action) 5 min.

Subcommittee members to email items to add to the April Executive Leadership Agenda.

Tiffany Alston, Nevada ECAC Chair, and Patrice Gardner, Nevada ECAC Vice Chair

- The following items to be added to the next agenda:
 - Bylaw Ad Hoc Committee Introduction
 - Progress of new Subcommittee launch
 - Progress of Subcommittees actions to complete transition plan
 - Members to email Brandi Hearst and Sabrina Jones agenda items as needed

8. Public Comment #2

Public Comment not given during this agenda item.

- No Comment

9. Adjournment

- Patrice Gardner adjourned meeting at 12:34 pm

● Action Items:

- Sabrina Jones to email Brandi Hearst the Bylaws to post on the website and send to Executive Leadership members.
- Brandi Hearst to finalize the Subcommittee Interest Transition Form for feedback and send it to members.
- Brandi Hearst to create work plans and review/test them before the next meeting.
- Brandi Hearst to update the 2026 meeting schedule and get approvals from Co-Chairs before the April meeting.

● One Sentence Summary:

The Members of this Subcommittee discussed the transition of the Subcommittees, brainstorming ideas , following up on Motion 2 recommendations and incorporating historical reference, as well as hearing about the State Child Care Committee, Members also offered the opportunity to provide input for key messaging to be presented within a possible bill to be drafted.

