

# State of New Mexico

## CHILDREN, YOUTH and FAMILIES DEPARTMENT

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### NEW MEXICO EARLY LEARNING ADVISORY COUNCIL (ELAC) MEETING MINUTES November 5, 2012 Parents Reaching Out – Albuquerque NM

9:00 – 9:15 Call to Order - Mr. Larry Langley, Chair

Welcome and Introductions

Mention the Open meetings sign in sheet (will be closing at 11:00)

Reminder by Chair Langley of the Community Input Sheet sign up; will have two minutes to talk; what is said becomes part of public record.

Thanks Parents Reaching Out for the use of space

Establish Quorum – Action Item (Roll Call by Vice-Chair) - Quorum established.

Excused Absences: Lillian Montoya-Rael; Leann Lenti; Karen Ziegler

Quorum was established.

Meeting Minutes from September 17, 2012

Motion to Approve Meeting Minutes

Elaine Gard / Erica Stubbs Seconded

All In Favor, Motion Passes

9:15 – 9:30 Update: Race To The Top “Early Learning Challenge”  
Ms. Leighann Lenti, Senior Policy Advisor, PED  
Mr. Dan Haggard, Deputy Director, Early Childhood Services, CYFD

Alejandra informed the group that ELAC was invited to re-apply for RTT. CYFD, Department of Health and Department of Education worked hard to put the application together with same items that were submitted initially; they did not have to adjust from \$50,000,000 to \$25,000,000. Areas applied for: TQRIS, data system, unique identifier. Kindergarten assessment and child outcomes was also looked at and overall, workforce development. We are waiting for a response. A meeting is scheduled for December with key players from CYFD, PED and DOH. The funding is for a period of four years with the option of the fifth year to extend.

A suggestion was made for the ELAC council member to discuss and look at the relationship over the four years to the RRT work with some expectation that ELAC has some oversight of the work as it gets planned and rolled out, with a data committee that provides oversight to the RTT data group.

Chair Langley said there is a commitment to meet with the governor, the three secretaries and ECAN to provide the ELAC's position.

#### Dan Haggard

- Dan explained priorities of RTT and priorities of the state budget-wise. Half the money is spent on implementation of FOCUS; and still obligated to include all early childhood programs including Special Ed programs, Headstart, childcare and Pre-K programs in the public schools. CYFD dollars is largely personnel and mostly training. The FIT program and Home Visiting will be included at the end of the program. CYFD's share is to create a large mega data system : EPICS (CYFD) following children from birth to kindergarten entry. WEALTH (?) will focus data and enable us to report to the federal government. PED's part will be re-programming to accommodate the unique identifier; DOH will continue with work of a data warehouse; Professional Development was cut back to \$1.2 million. Higher Ed faculty institutes – has \$120,000 set aside. Investment Zones – allocated \$400,000; \$500,000 to keep on track and report to federal government; \$100,000 for Feds to provide us with TNTA. Other states say there is tremendous pressure to have data and access data. We have 30-60 days to do a very detailed time line and strategic plan with the Feds as part of our contract. This is a 4 year grant with the intention to make it a 5 year grant, \$5,000,000 per year. The document will be on cyfd.org and New MexicoKids.org. ELAC member, Andy Gomm stated that the council may want to help the state with what the messaging and clarity of the grant is.

#### **9:30 – 9:45 Turn The Curve Meeting Report**

Mr. Langley

##### Alejandra Rebolledo Rea, CYFD

Alejandra reported to the group on the past week's multi-agency meeting of which ELAC is a partner. Goals for upcoming years were looked at. These are very close to the three goals that the Children's Cabinet has. She stressed that when ELAC begins their goal setting, ECAN can be a partner to achieve some of the council's strategies. ELAC cannot do it alone and work has already begun with the various multi-agency groups. Secretary Deines was at the meeting and provided support and encouragement to establish collaboration, alignment of systems and partnerships to have programs in place that allow the seamless transition for children from program to program.

#### **9:45 – 10:00 Reflections on the ELAC Strategic Planning**

Mr. Langley

ELAC Members discussion, facilitated by: Dan Gerry, Senior Partner, Soaring Eagle Institute:

The council was divided into informal groups of three to focus on three areas of the strategic planning session:

**Highlights / Process / Outcomes / Lessons to Apply.** (flip chart)

##### Highlights:

Speaker for group #1 – Andy Gomm:

- 1<sup>st</sup> key ratio of birth to 5 – may refine to be a percentage instead of ratio.
- Percentage of NM counties.
- Family support services – need understanding of what that is.
- Data needs: move forward to gathering data and develop the ratio in each of the 7 systems by county.
- Subcommittee: 2 steps: bringing this group together to see what our baseline is; analyze data; 2<sup>nd</sup> phase – look at strategies of expanding strategies;

- Next steps: identify committee members; determine chair/co-chair, committee structure/timing.
- Review UNM data and decide target meeting date.

Speaker for Group #2 – Ruth: Key Measures:

- EC assessment – work has been done just use it. Need to get a baseline. ELG – common framework.
- Kindergarten readiness; 3<sup>rd</sup> grade proficiency.
- Have a lot of questions. Recommendations: how do we make early learning guidelines fit into this? How do we define readiness?
- Start a subcommittee.
- What are the timelines?
- How many programs are using the early learning guidelines?

Grp #3 – Elaine Gard : Key Measures:

- Impact on child outcomes
- Quality of delivery of training and education
- Partners that can help us: need leadership & grass root levels
- Other associations – quality of workforce development
- Next step: what is the state of qualifications that are minimum in the 7 systems?
- Define levels of education being pursued;
- Data – need; which systems have work force data?
- Ways to centralize the data;
- What is already out there?

Process:

- Individual group work – breaking topics down
- Identifying hot topics and prioritizing
- Built on previous work/groups
- Limiting time/Focusing energy
- Identifying and bringing expertise of members
- Informal/Dialogue; people comfortable to speak

Outcomes:

- Impressed that we got outcomes
  - Understand roles and priorities to move forward
  - Relationships among group
  - Dot prioritization on issues (incomplete)
  - Budgets reconciling: governor/legislation
- Draft Mission & Vision – big step forward

Lessons to Apply:

- Orientation and pre-work helped us be productive
- Still need key partners- know more data and budgets
- One or two closed / working meetings during year important.
- Need to remember things that matter within ELAC's charter.
- Third party facilitator helpful.

- Location worked well.

10:00 – 10:15 Review ELAC Strategic Planning Summary report Mr. Langley  
 ELAC Members discussion, facilitated by: Dan Gerry, Senior Partner, Soaring Eagle Institute

The council reviewed Dan Gerry’s Strategic Planning Report. Each working group contributed mission statements. Discussion centered on direction for the ELAC, what will inspire the council to move forward, and helping Help others understand the mission and vision of the ELAC.

**10:15 – 10:30 BREAK**

10:30 – 11:00 Review, discussion and action on ELAC Mission and Vision statements Mr. Langley  
 Elaine Gard and Rebecca Dow, Mission/Vision subgroup members

Elaine Gard reported on the subcommittee’s ideas for the ELAC’s Mission/Vision statements. The subcommittee was made up of Alejandra Rebolledo, Elaine Gard and Rebecca Dow.

The subcommittee took each of the four group’s work on the Mission/Vision statements and pulled together key phrases that each of the groups thought were important to the statement. It has to define the ELAC’s purpose and primary objectives, define key measures of success and hopefully share the mission with leadership and stakeholder within the state. Each of the working groups contributed four different mission statements. The subcommittee collaborated using, looking at the key terms given in the mission statements of the groups and encompassed them within a mission statement that would give the ELAC a sense of purpose and to refine and build on the council’s capacity to move forward the work of the ELAC: *To create a quality, sustainable and seamless early care and learning system responsive to each child birth to age five and their family across New Mexico by building partnerships, integrating systems and making strategic research based and data driven recommendations to policy makers and stake holders.* Discussion followed regarding the wording of the ELAC Vision/Mission statements. Recommendation by Elaine Gard to adopt the mission statement as presented; coming from the committee it carries a second to the motion; vote: all in favor; motion passed.

ELAC Vision Statement: *To be the collective voice to move forward the Early Care and Learning System in New Mexico.* Alejandra: will need to take action to adopt mission/vision statement.

Recommendation by Rebecca Dow to accept the proposed mission statement as presented. Coming from the committee it carries a second to the motion. Vote: All in favor; motion passed.

11:00 – 12:00 Reconvene Subgroups to complete work on priority outcomes and strategies  
 Accessibility to High Quality Early Childhood Programs  
 Improve School Readiness (now and at 3rd grade)  
 High Quality Early Childhood Workforce  
 ELAC Members discussion, facilitated by: Dan Gerry, Senior Partner, Soaring Eagle Institute

Dan Gerry clarified reconvening for the purpose of being very clear about defining base line information and setting goals, expand on next step actions and strategies, the story behind the data and why it is a key issue to our state.

12:00 – 12:30 Lunch Break

12:30 - 1:15 Review, discuss and take action on strategic plan outcomes and strategies

**Priority Outcome 1** - Board Member, Andy Gomm

Accessibility to High Quality Early Childhood Programs:

The group decided to keep key measures as a work in progress. Ratio of birth to five population to the number of slots across the seven early childhood systems; may be refined to be a percentage instead of a ratio. Second key measure being the percentage of New Mexico counties with all seven systems in place with a common understanding of what family support services are. On data needs an early first step is to gathering data, develop ratio of kids to slots, birth to five population in each of the seven systems by county and state-wide regardless of funding source. The sub-committee would be broken into two steps. First step: bringing a group together to analyze the data provided by Dr. Peter Winograd and understand the baseline. Second step: look at strategies of expanding access; identify committee members; timing, structure, governance.

**Priority Outcome 2** – Board Member, Ruth Kie

Improve School Readiness (now and at 3rd grade):

Early Childhood Assessment – there is a common framework. Unable to get a baseline yet because everyone is using something different; developmental assessment progress may be something they can look at. Other measures looked at were kindergarten readiness assessment and third grade proficiency. How do we make early learning guidelines fit into school readiness? They will need to form a sub-committee to define school readiness using information from groups already working on this: NM First, TTAP, NM Voices for Children. They will need to find out what the timelines are.

**Priority Outcome 3** – Board Member, Elaine Gard

High Quality Early Childhood Workforce:

What do we need currently and for the future?

First measure: identify the quality requirements across systems; develop sub-committees. They want to look at the impact on child outcomes with a high quality workforce. What is the quality of delivery with training and education for that workforce considering multi-cultural nature of the state. There are partners that can help – go back to the seven systems, stake holders. Who is setting the tone in the organization and who is doing the work is an important piece. Look at some of the groups that are already doing work on high quality early childhood workforce such as Higher Ed task force tasked with educational opportunities available; and other associations that may have the quality and practicality of workforce development. Next step: get information from Higher Ed Task Force on what is the state of qualification and requirements that are minimum in all seven systems? What are we looking at for baseline information about requirements? Define what are the levels of education being pursued? What are the educational options? Determine which systems have available work force data and figure out ways to centralize the data and put information into useful form.

1:15 – 2:00 Recommendations to bring forward to Executive and LFC

Mr. Langley

I. Background

- a. Numbers and percentage of children served through home visiting by county; Alejandra explained that this is current numbers of programs that are involved. She said there are programs that are moving forward for expansion with state funds. Work is being done to expand on the Federal program. She stressed that since there is not accurate, current data on programs that are not funded through either the state or federal government through our office, it should not be provided as public information yet.

- b. Costs related with Increase % of poverty level for child care subsidy –Thomas Montoya, ECS Deputy Director of Administration, CYFD:  
Child Care systems programs currently has 200% poverty. Most families are between 100%-200% poverty. On the CYFD budget request for fiscal year 2014, will accrue \$5,000,000 additional General Fund and \$2,000,000 over current base budget. This amount can serve a little less than 700 children. If the \$7 million is received, it would address the waiting list which is a first priority. If there is any money left, they will try to move off the poverty level. If ELAC wishes to request additional funding, it is the council’s prerogative. If there are specific poverty levels that are being looked at to expand the program to and costs are needed, Thomas needs specific requests from the council in order to do a cost model. A request from the council was for Thomas to figure the costs at 110% and 125% of poverty level.
- c. Child data for 3 year olds that can benefit from Pre-K in rural areas  
Clarification from Rebecca Dow: the recommendation was not to benefit 3 year olds; the recommendation was to make sure there was access to 4 year olds in a community that had less than enough children to make a full room.  
Alejandra spoke to the fact that in some communities there is not data because we don’t serve those children. She said there is some funding to do a pre-K pilot home based pre-school for 4 year olds; the last chance to get intervention before kindergarten.

II. Discuss and take action on three identified recommendations

- a. Request additional funding for Home Visiting Programs  
Andy moved to fund 300 slots of home visiting for \$910,000; second to the motion made by Ruth. Vote: All in favor. Motion passed.
- b. Increase percentage of poverty level for child care subsidy  
Andy made a motion for ELAC to support CYFD’s expansion request for childcare subsidy for \$7 million. Discussion: address \$2 million non-recurring discuss next year. Second was made by Rebecca Dow; vote: All in favor. Motion passed.
- c. Expand Pre-K to 3 year olds to promote services in rural areas  
A suggestion was made to request additional data from Tom Sharman.

2:00 – 2:15

Next Steps for Continuing with the Strategic Planning process

ELAC Members discussion, facilitated by: Dan Gerry, Senior Partner, Soaring Eagle Institute

Mr. Gerry recommended that additional work should be done and suggested that the ELAC Council meet again in the spring. Andy commented that there are still some items left open under Lessons to Apply: the ELAC still has some big issues that are part of Senate Bill 120 and asked at what point the council will re-look at what are their charges/ big priorities. Alejandra recommended for the sub committees to look at SB120 and overarching outcomes. Andy suggested that once the ELAC meetings are set for the year, committees will have a sense of what they’re working towards and steps they’ve set for themselves by the next meeting. Mr. Gerry stated that the three priorities each result in budget impact; it will begin to get clear on what needs to happen, where the gaps are, what best practices apply; work on the three will generate budget implications; what do you see in Senate Bill 120 that are not covered in these three

umbrella strategies? Rebecca Dow asked what it would cost to implement the elements for RRT for the practitioner and what does it look like at local level? Vice-Chair, Barbara Tedrow said the council will look at the meeting calendar to decide when the ELAC can meet as a big group and how the sub groups will be formed. Now with the Mission/Vision statements decided upon the ELAC can start taking action.

2:15 2:45 Media/Communication Strategies and Protocols  
Alejandra Rebolledo Rea, CYFD

Discussion of what is and isn't appropriate centered around the following:

What will ELAC's protocol be in regards to ELAC/Media such as: authority to speak on behalf of ELAC, tasks charged with as part of representing the ELAC, in private business, are you still representing the ELAC? Members may be asked their opinion on a certain action that the ELAC has taken – how will members respond? What should members keep in mind if they are going to do something on behalf of early childhood but not related to ELAC?

As a member of the ELAC you cannot support something that the governor does not support. You cannot go into the community and speak on behalf of the ELAC;

Vice-Chair, Barbara Tedrow posed the questions when council members are asked to be on other boards, do members need to make ELAC aware of what their requests from the other board are, is it going to be a conflict?

Alejandra suggested that the council discuss points of concern at the next meeting after reviewing the bylaws/conflict of interest and see how it is worded.

2:45 – 3:15 Community Input

Myra Seigal with New Mexico Voices For Children:

Ms. Seigal offered the help of New Mexico Voices For Children with the ELAC's data needs. New Mexico Voices know how important Home Visiting is. She suggested that the council think bigger than a 1% or 3% increase. Improving quality is key and urged the ELAC to keep an eye on this. New Mexico Voices is partnering with ELAC along the way. Ms. Seigal Announced New Mexico Voices for Children celebrates its'25<sup>th</sup> Anniversary on November 17th. She invited the ELAC council; will be at Sandia Casino: New Mexico Voices.org where all can sign up.

Rebecca Dow from New Mexico Childcare and Education Association:

Ms. Dow reminded the council to stay at the forefront of childcare quality and cost.

The National Association for Technical Training and Assistance Advisors are all warning of the rising costs of providing care; increased transportation costs and just the cost of doing business, the fragile system that has been built around childcare and parents ability to work and go to school. She commented that it was very exciting for FOCUS and the shift to outcomes and quality of the services. Ms. Dow stressed ELAC's commitment to avoid unfunded mandates and to make sure that care is taken to sustain our state's services.

3:15 – 3:25 Set 2013 Meeting Calendar

Recommendation: January as starting point of the ELAC's year prior to the Legislative Session and then quarterly after that.

- Tues January 8<sup>th</sup>
- Tues April 23<sup>rd</sup>
- Wed July 24<sup>th</sup>
- Tues Nov 5<sup>th</sup>

3:25 – 3:30 Next Steps: Plan for Early Learning System Marketing/Messaging Plan

Tabled until next meeting due to some members being gone.

Homework: start thinking about the messaging plan.

3:30 Meeting Adjourn

Motion: Rebecca Dow: Second: Elain Gard

Vote: All in Favor. Motion passed.