

Child Development Coordinating Council (CDCC) Minutes

Sept. 19, 2024

10 a.m. – 3 p.m.

Voting Members Present: Tonya Krueger, Jessica Burger, Heather Rouse, Kimberly Villotti, Beth Van Meeteren, Shelley Horak

Voting Members Absent: Bebi Manns

Non-Voting Members Present: Teri Orr, Ami Leath, Monica Garner

Non-Voting Members Absent: Sharon Burke

Staff to Council: Marianne Rodrigues, Amy Stegeman

INFORMATION/DISCUSSION Item

Welcome and Roll Call

Kimberly Villotti, Chair, called the meeting to order. She asked members to introduce themselves and their roles/agencies. Kimberly Villotti confirmed group members were attending from various locations via Zoom.

ACTION Item

Adoption of the Agenda

Kimberly stated members had been sent a copy of the agenda in advance. She also reminded Council members that because this is a public meeting, the agenda has been placed on the CDCC web page prior to this meeting. She asked if anyone had an item to place on the agenda. No additional topics were suggested.

She asked for a motion to adopt the agenda as presented. Jessica Burger made a motion to approve it, and Beth VanMeeteran seconded. The agenda was approved unanimously.

Public Comment

Sheila Hansen, a member of the public from Common Good Iowa, joined 26 minutes into the meeting commenting she had interest in a few agenda items. She specifically noted an interest in learning more about Shared Visions.

ACTION Items

April 2024 Meeting Minutes

July 2024 Meeting Minutes

Kimberly Villotti asked the group to review the April 2024 meeting minutes and reminded the group they had received them via email prior to the meeting. The group took time to review the minutes. Kimberly then asked the group if anyone had suggestions for edits. A motion was made by Tonya Krueger to approve the minutes as presented and Heather Rouse seconded the motion. The vote to approve the April 2024 minutes was unanimous.

Next, Kimberly asked the group to review the July 2024 meeting minutes that had also been emailed prior to the meeting. The group took time to review the minutes. Kimberly then asked the group if anyone had suggestions for edits. A motion was made by Beth Van Meeteran to approve the minutes and Jessica Burger seconded. The vote to approve the July 2024 minutes was unanimous.

ACTION Item

Bylaws Update [Senate File 2385](#)

Kimberly Villotti noted with the passage of Senate File 2385, the language in the CDCC bylaws needed to be updated to reflect differing requirements. Kimberly and Marianne Rodrigues noted the change allowed by SF2385 was for meetings to be offered with an electronic attendance option. This would allow members to attend meetings either in person or virtually. Members were given a few minutes to review the suggested changes to the bylaws. Tonya Krueger made a motion to accept the changes to the bylaws as presented. It was seconded by Beth VanMeeteran and approved unanimously by members of the Council.

INFORMATION/DISCUSSION ITEM

Meeting Times/Length: [Senate File 2385](#)

[Senate File 2385](#) is related to electronic meetings and the impact on the CDCC meetings and bylaws.

Kimberly Villotti reminded the group that staff were asked during the July meeting to bring suggestions for meeting options in response to the updated legislation. She also noted there may be extra meetings this year due to it being the final year of the five year grant and preparations for the next application were needed. Kimberly asked Marianne Rodrigues to review some of the meeting options. Marianne shared the following proposal based on Council suggestion to have shorter but more frequent meetings. This proposal would maintain the same meeting dates agreed upon by Council members last spring, but shorten the meeting time to three hours. Additional two hour morning meetings were also suggested as being added to the meeting schedule.

Marianne shared additional considerations which included the need for voting members to attend to ensure quorum (5 of 7 members) and members who have a conflict of interest in participating in grant work not needing to attend meetings focused on grant work.

Beth VanMeeteran expressed her excitement for how this will benefit ongoing schedules. Tonya Krueger and Jess Burger also commented the changes suggested would be welcomed.

INFORMATION/DISCUSSION ITEM

Annual Report Review

Marianne Rodrigues shared updates on the CDCC Annual Report. She stated each year, the CDCC is required to submit recommendations in an annual report to the Governor and the general assembly on the need for investment in child development services in the state per Iowa Code 256A.3(6). Marianne then shared the draft report with the Council and walked through the format and contents. She noted the Council would be asked to consider whether they want to continue using this format and to review recommendations as required by Iowa Code. Marianne also asked the Council whether they wanted to continue using success stories. The group decided this was still the desire.

She asked the Council to review success stories submitted by awarded grantees and select those to be used in the report. The Council was given time to review the stories and asked to indicate in the spreadsheet which success stories they would choose to include in the report.

Marianne then reviewed the preliminary data for FY24 with the Council and compared it to the two previous years. After review of the data, Marianne asked the group to reflect on the data and what to include in the report. Tonya Krueger commented it would be beneficial to highlight the increase in children served this past year and the connection to the increase to income eligibility. Ami Leath commented that full-day programming and percentage of 3-year-olds being served could be considered for highlights as well. Kimberly Villotti asked whether physical development could be included in the report as it seemed to not be represented. Other Council members agreed to this addition.

Next, Marianne pointed the Council towards the recommendations section and asked whether they would like to make any changes or keep the information the same. She reminded the Council the recommendations section is the only information the Council is required to provide.

Discussion occurred related to the first recommendation, the amount of legislative funding and how this may need to adjust the language of this recommendation. Amy Stegeman then asked the Council if there were any items not on the recommendation list that should be added. The decision was no. Staff will take the Council's feedback and prepare a final report for review in November.

Marianne stated a final version of the CDCC FY24 Annual Report to the Governor will need to be approved at the November CDCC meeting to meet the submission deadline in early December. The Department will then include it with other legislative reports being sent to the Governor's office.

INFORMATION/DISCUSSION ITEM

Staff Updates

Preschool and Parent Support

Marianne Rodrigues stated first quarter payments went out to grantees in August. Second quarter payments are due to be sent out in October. Information about amounts can be found on the Department website.

Child profiles in GOLD were mass archived in early August. Prior to the archive, grantees were reminded to reactivate child profiles for the new school year for any returning children; this is so duplicate profiles are not created in the system.

Next month, staff will begin the process of collecting data from non-district grantees. Staff will be collecting data to assist with the creation of unique state ID numbers for children in Shared Visions programs.

Marianne shared information regarding ReadyRosie. She stated the program is accessible to both preschool and parent support grantees again this year. Currently, staff is planning professional development for grantees to help support ReadyRosie implementation.

She then shared all FY24 year-end reports were completed by grantees and reviewed by staff. Year-end data has also been pulled from DAISEY for parent support programs. As discussed previously, the data collected in the year-end report is used to inform the CDCC's annual report to the Governor. It will also be used to respond to the National Institute for Early Education Research (NIEER) survey. If interested, Council members can request copies of last year's report.

Based on a review of year-end reports, one Shared Visions parent support program reported carryforward funding at the end of FY24. There were four instances of Shared Visions preschool grantee organizations (across 10 grants) that reported carryforward funds in FY24. Grantees will report on the use of these funds in October and those funds will be tracked as part of the FY24 grant award rather than roll into the FY25 current year funding.

INFORMATION/DISCUSSION ITEM

Group Updates

Early Childhood Iowa (ECI)/Group Participation

Kimberly Villotti opened the floor up to members to share their specific ECI updates.

For HHS, Shelley Horak gave an update on Thrive Iowa and stated while it's early in the process, they are beginning to set-up the program and offer training.

Heather Rouse spoke about I2D2 and gave updates on the public facing data drive they are working on. She stated they have been mapping out the Data Drive 2.0 with the goal of implementing more data. They are working closely with Monica Garner to see what Head Start needs at a community assessment level, as well as with Shelley Horak to determine HHS needs. More Information regarding this will be coming in the Spring.

Jessica Burger gave an update on the AEA and discussed the benefit and importance of ECI funding. She stated how it helps them provide coaching and early childhood support to their entire area.

Members

Heather Rouse spoke about the new certificate program in Early Childhood Policy at Iowa State. Several students are enrolled and she is excited to receive more funding to grow the program. She noted that much of the workforce could benefit from this program.

Tonya Krueger stated the University of Iowa Child Health Specialty Clinics has a new medical director, Dr. John Burnett, a geneticist. He is involved in many of the outreach clinics across the state.

Beth VanMeeteran spoke about the balance skills program that teachers are enrolled in across the state. This program has even included the benefits of physical balance using hula-hoops and stepping stones that are beneficial during snow days and rain days. She also stated they have hit a snag in the program because the AEA vans used to deliver the kits are no longer available. She also stated they have once again partnered with the National Science Foundation to continue their STEM work.

Kimberly Villotti gave an update on the Iowa Department of Education changes. She described the two new divisions at the Department: The Division of PreK-12 Learning and Results and the Division of Special Education. Some early childhood staff work in both divisions. She also noted the agency has developed a number of positions that will help staff the Special Education Division.

The Bureau of Early Childhood has had several staffing changes and noted a few open positions in the Early Childhood Bureau will be posted soon. She stated the Department had a recent Office of Special Education Programs (OSEP) visit and provided a summary of the visit.

Shelley Horak said there are now three distinct bureaus within the HHS space: Early Childhood Services, Community Services and Family Home Support. The two ECI positions previously belonging to Amanda Winslow and Ann Lebo will be open soon as both Amanda and Ann were promoted to a bureau chief position. Shelley noted that they are looking for a new person for the Family Home Support position.

Monica Garner stated Head Start Program Performance Standards (HSPPS) were updated in August 2024. One change is addressing pay equity for teaching staff, assurances for licensed mentors for mental/behavioral health personnel as well as a few more updates. She noted the Head Start community has not yet received training and expects training from the Office of Head Start in the upcoming months. Monica also indicated the Iowa Early Head Start appropriation funds grant cycle was awarded to three Iowa Head Start agencies this spring. The grant for the 2023-2028 cycle focuses on system building specifically regarding building collaboration between Early Head Start and child care. The state grant also works to support leverage points to secure more federal funding and expand enrollment for federally funded Early Head Start.

Ami Leath said AEAs are feeling an impact from lack of funding and services. She noted one positive is that her AEA has worked closely with Head Start to be collaborative. She noted a local Head Start in her area is refining their procedures for collecting data and providing services. She stated the AEA hosted Preschool SDI professional development last week.

Teri Orr stated Child Care Resource and Referral has a new logo. They have also hired new behavioral support staff in each region. She stated they continue to support communities through wage enhancement opportunities. Teri briefly explained the new Iowa Direct Child Care search tool that is being implemented and noted how useful it will be for families and community members.

INFORMATION/DISCUSSION ITEM

Connections with Stakeholders

Kimberly Villotti encouraged Council members to think about stakeholder connections and communicate content from this meeting as appropriate.

The CDCC paused for lunch. Members who have opted out of competitive grant work were reminded they did not need to return after the break.

INFORMATION/DISCUSSION ITEM

FY26 Grant Work

The Council reviewed the preschool scoring rubric and application content. They discussed ideas for how programs could submit information to highlight needs in their respective service areas. Amy stated she would share an opportunity for members to review and reflect on how feedback has been incorporated across the preschool materials. This will then be used to bring a final draft to the November meeting for review and potential approval.

Next, the Council reviewed a draft of the scoring rubric for the parent support program application. Edits suggested for preschool were reviewed and applied to the parent support draft. The group determined which sections could be edited similarly and which areas needed to be prioritized for a future meeting.

Adjourn

Kimberly Villotti adjourned the meeting at 2:55 pm.