

Arizona Early Childhood Development and Health Board
Policy and Program Committee
Meeting Minutes
October 23, 2014

Call to Order, Welcome and Introductions

The Regular Meeting of the First Things First Arizona Early Childhood Development and Health Board Program Committee was held on October 23, 2014 at First Things First Board Room, 4000 North Central Avenue, Phoenix, Arizona 85012.

Chair Decker called the meeting to order at 10:06 a.m.

Roll Call

Will be adding new members.

Cynthia Chavarria performed a roll call.

Members Present: Amy Corriveau, Mary Ellen Cunningham (P), Colleen Day Mach, Janice Decker, Laurie Smith, Ruth Solomon (P), Alan Taylor, Dr. Kim Van Pelt, Brad Willis

Members Absent: Bill Berk, Dr. Randall Christensen, Vivian Juan Saunders, Naomi Karp, Dr. Eva Marie Shivers

Review and Possible Approval of Meeting Minutes

Chair Decker called for a motion to accept the meeting minutes of June 16, 2014 as presented. Member Smith motioned to approve the minutes as presented. Seconded by Member Corriveau. All in favor, none opposed. Chair Decker voted aye and motion passed.

Restructuring of Advisory Committees under Program Committee

Karen Woodhouse provided a brief history on the development in 2011 of the Advisory Committees for Early Learning, Family Support and Literacy, and Health under the direction of the Program Committee for development of the school readiness indicators and benchmarks. It is proposed that the current standing Advisory Committees be disbanded, and with the recommendation that new Advisory Sub-Committees be established as needed for targeted purposes and a defined time commitment.

Two new Advisory Sub-Committees are identified: one for continuous quality improvement of Quality First; and one for revising language of the School Readiness Indicator on early identification of children with development delays or concerns. The membership of each sub-committee would include a cross-integration of stakeholders with expertise in the areas of early learning, health and family support and literacy. Discussion highlights from members of the existing standing committees was shared and included concern at losing the ability to be involved and network, as well as agreement regarding the efficiency and effectiveness of working on "ad hoc" committees with a limited time commitment and targeted purpose. Also shared was a comment from Health Advisory Committee Member Dr. Teramoto, who stated it was important to hold the new sub-committees accountable so that the work they were doing was being moved forward. Member Solomon stated the importance of continued collaboration with stakeholders and leaders and in having the continued influence of the previous Advisory Committees members on the new sub-committees.

Leslie Totten presented information on the proposed Quality First Advisory Sub-Committee, with a tentative start date at the beginning of calendar year 2015.

Member Corriveau moved that the Policy and Program Committee disband and conclude the current standing Advisory Committees and establish two new Advisory Committees: one committee to make recommendations related to the Quality First initiative and one committee to make recommendations on the School Readiness Indicator for Early Identification for Children with Special Needs. Chair Decker called for a second. Member Taylor seconded. All were in favor, none opposed. Chair Decker votes aye. Motion passed.

Continuous Quality Improvement for FTF Programs

Karen Woodhouse reviewed inputs FTF uses in continuous quality improvement at the system, program and grantee levels, including Standards of Practice, review of contractual compliance, on-site Quality Assurance grantee assessments and data collection and analysis.

Member Van Pelt suggested that under systems work, FTF should articulate how FTF rates in an environmental scan as it relates to impending budget cuts, opportunities for new funding streams and how they are factored in funding plans as well as how FTF is thinking of using limited resources in a practical manner. She also questioned how FTF's requirement for Regions to complete Needs and Assets reports are adding value to the work. Chair Decker called for further comments relative to FTFs quality improvement efforts and Member Solomon would like to hear more on FTF outcome measures.

FTF Program Evaluation Plan

Dr. Roopa Iyer reviewed the National Panel for Research Evaluation Summary Report. Among several recommendations, the National Panel asked FTF to look at developing a two tier approach to data collection. This will allow FTF to go beyond monitoring "ticker counts" with grantees that already collect more meaningful data. FTF is also close to finalizing the first data sharing agreement through a partnership with the Arizona Department of Education (ADE) that will be in place for the next ten years.

Adjournment:

The next two meetings of the Program Committee are scheduled for February 5, 2015 and May 7, 2015. Chair Decker called for further discussion items or member updates and there being none, adjourned the meeting at 12:02 p.m.