



Governor's Early Childhood Commission Meeting

Wednesday, October 2, 2019

Senate Office Building, Capitol Complex
Olmstead Room
1:00 – 3:00 PM

Meeting Minutes

Commission: Lt. Governor Spencer Cox, Jon Pierpont, Dr. Sydnee Dickson, Dr. Joe Miner, Ann Williamson,
Commission Staff: Karen Peterson, Tracy Gruber, Nune Phillips, Montana Meyers, Kirsten Rappleye, Mark Brasher, Lana Stohl
Parties & Guests: Scott Cheney, Dr. Samantha Ball, Senator Ann Milner

Agenda Item	Discussion	Recommendations/Action
Welcome and Introductions	<p>Lt. Governor Spencer Cox welcomed the group. Introductions were made.</p> <ol style="list-style-type: none"> a. Lt. Governor Cox began the meeting with the emphasis on the importance of preparing Utah's children for school. Many guests in the room are at the ground doing the work. b. Oath of Office. Kathy Whitehead (Notary Public) swore in the Commission members and the members signed the oath of office form. 	
H.B. 47 Context & Intent	<ol style="list-style-type: none"> a. Senator Ann Millner explained why she sponsored HB 47 in the 2019 legislative session. Previously, Sen. Milner ran a bill in the 2017 legislative session which created a study of resources and needs within the early childhood system. HB47 created the Governor's Early Childhood Commission and codified the Early Childhood Utah in response to that study. 	
Administration of the Commission	<ol style="list-style-type: none"> a. Confirmation of Vice Chair. Lt. Governor recommends appointing Jon Pierpont. b. Adoption of Rules of Order and Procedure - Karen Peterson walked the board through the policy and procedures. <ol style="list-style-type: none"> 1. Meeting Schedule; Noticing, Agenda; Minutes. Members of the public are encouraged to subscribe online https://www.utah.gov/pm/sitemap/notice/557421.html#. Any questions with getting subscribed, contact Karen Peterson karenp@utah.gov or Montana Meyers mmeyers@utah.gov. 2. Establishing the agenda. The Commission members can submit agenda items. 3. Proxy members may attend, but must be those called out in the statute. c. Electronic Meetings Allowance. The Commission was presented with an Electronic Meetings resolution to consider. Ms. Peterson requested two day notice be given if a member intends to participate electronically. 	<p>Lt. Governor Cox called for a motion to approve Jon Pierpont as Vice Chair. Ann Williamson motioned. Sydnee Dickson seconded the motion. Motion carried unanimously.</p> <p>Lt. Governor Cox called for a motion to approve the adoption of the Rules of Order and Procedure. Dr. Joe Miner motioned. Jon Pierpont seconded the motion. Motion carried unanimously.</p> <p>Lt. Governor Cox called for a motion to adopt the Electronic Meetings Allowance. Sydnee Dickson motioned. Dr. Joe Miner seconded the</p>

<p>Annual Statutory Training (Scott Cheney)</p>	<ul style="list-style-type: none"> a. GRAMA (Governments Records and Management Act). Mr. Cheney reviewed the GRAMA statute with the Commission. Enacts proper disclosure of information provided to this body. GRAMA requires board information to be accessible to the public. b. OPMA (Open and Public Meetings Act). Mr. Cheney reiterated that members of the public are allowed and invited to all meetings. Meetings and notice details will be posted to the Utah Public Notice Website. A record is kept of the meetings and an audio recording will be posted within 3 days of the meeting. Meeting minutes will be approved at the next meeting and then posted to the public notice site. For a Closed meeting: at an open meeting majority of the quorum must vote to have a closed meeting and only those voted agenda items would be discussed at the closed meeting. Statute requires resolution to allow electronic meetings, going forward board members can call in, with notice. If someone knowingly commits a violation, it can result in misdemeanors and/or fines. Staff of board will maintain the records. c. Ethics. The Ethics Act prohibits Commission Members from using their position for self-serving reasons or for serving family or close associates, prohibits improper disclosure of controlled information, and prohibits receiving gifts because of title and position. 	<p>motion. Motion carried unanimously.</p>
<p>Responsibilities of the Commission/Timelines – Karen Peterson</p>	<ul style="list-style-type: none"> a. Commission Responsibilities. Karen Peterson referred to the handout in the binder and explained the responsibilities are broken down into three sections; Engage, Identify, and Act. By dividing it up, it will allow the board to work together to get items accomplished and ensure the board is able to positively impact the lives of children. b. Timelines. Ms. Peterson referred to the handout to discuss deadlines, ongoing work, and upcoming dates. c. On Oct 1, 2019 the required Interim Report was submitted through the Department of Workforce Services annual report. Ms. Peterson discussed the upcoming activities. The Commission will be discussing the Strategic Plan at the December meeting. 	
<p>Structure of Utah’s Early Childhood System</p>	<ul style="list-style-type: none"> a. Tracy Gruber explained that in 2017 the Department of Workforce services was required to do an Early Childhood Services Study. This was a first effort to create a Needs Assessment. Through the Early Childhood Services Study, they created a Framework which is organized into 4 domains; Family Support & Safety, Health and Development, Early Learning, and Economic Stability. Goals were then established within each of those domains. Ms. Gruber reviewed the State-Level Actors Map with the Commission to show how those four domains are split up. 	

	<p>b. Dr. Joe Miner referred to WIC on economic stability- more of health assessment and coaching/mentoring. Dr. Miner felt it should be under health and development. Lt. Governor Cox appreciated seeing everything in one place.</p>	
<p>State Initiatives Around Early Childhood</p>	<p>a. Relationship with Early Childhood Utah. Karen Peterson referred to a 2011 executive order, but has been in place prior to that. Ms. Peterson indicated the goal is to work closely together. This Advisory Council is a good place to give voice to many working in the sector that have expertise. They can come be part of and sit on the advisory committee.</p> <p>b. Governor’s Education Excellence Commission. Ms. Peterson indicated this year the Commission is focusing on Early Childhood. There was a working group which United Way, DWS, and the State Board all participated on and they discussed three initiatives: 1) Improving the Quality of Instruction in K-3; 2) Extending time/Expanding Access to Optional Extended Day Kindergarten, and 3) Early Access to High Quality Preschool. Ms. Gruber added that a lot of the strategies listed on the Roadmap overlap with the work going on in the Intergenerational Welfare Reform Commission.</p> <p>c. PDG Birth-5. Ms. Gruber indicated The Department of Workforce Services and the Office of Child Care was awarded a Preschool Development Grant Birth-5 to perform the following activities; Qualitative & Quantitative Needs Assessment, Strategic Plan, Maximizing Parent Knowledge and Choice, and Sharing Best Practices Among State Early Care and Education Providers.</p>	
<p>Qualitative Needs Assessment Presentation</p>	<p>a. Dr. Samantha Ball referred to the Qualitative Needs Assessment slideshow for her presentation to the Commission.</p>	<p>Contact Samantha Ball via email with questions samantha.ball@utah.edu</p>
<p>Adjournment</p>	<p>Lt. Governor Cox called for a motion to adjourn the meeting.</p>	<p>Lt. Governor Cox called for a motion to adjourn. Dr. Joe Miner motioned to adjourn the meeting. Sydnee Dickson seconded the motion. Motion carried unanimously. Meeting adjourned.</p>

Next Meeting – December 12th at 10:00 a.m.