

**PIECES Advisory Council
Family Enrichment Center
September 12, 2003**

Members Present: Sandy Murphy(**Chair**), Randy Bridgette, Helen Post-Brown, Pat Gracey, Julie Pratt, Sheila Johnson, Bill Huebner, Mary Frances Bleidt
Others Present: Fred Boothe, Kay Tilton, Kim Tieman, Ann Nutt, Kelley Worley, Cheryl Sisson, Cathy Jones, Karen Duckworth, Joan Faris

KEY POINTS DISCUSSED	KEY DECISIONS MADE
<p>Welcome and Introductions: Commissioner Fred Boothe introduced new Chair, Sandy Murphy to the Advisory Council.</p>	
<p>Approval of Minutes:</p>	<p>Minutes from 8/08/03 meeting approved (Mary Frances Bleidt motioned to accept the minutes. Sheila Johnson seconded the motion. Motion passed without objections).</p>
<p>Additions to the Agenda:</p>	<p>None</p>
<p>Legislative and Budget Issues: Federal: Commissioner Fred Boothe discussed TANF reauthorization: Senate approved \$1 Billion addition to Child Care Budget. Senator Olympia Snowe has requested a \$5 billion addition to CC. Senator Rockefeller's office finds \$3Billion acceptable so when the Bill goes to Conference Committee Rockefeller should have some clout. Federal Budget finalized before Christmas. Local: Governor asked for \$9 million reduction. \$1 million for Children and Families - effects Child Welfare; however, Legislature interested in Early Care and Education and Child Welfare. Committed \$27 Million from TANF Block Grant to Early Care and Education. Medicaid had the most cut from its budget- \$ 52 Million taken from DHHR - resulting in a 9% cut.</p>	
<p>Public Comment:</p>	<p>None</p>

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<p>Transportation Safety/Regulation Issues: Kay Tilton discussed Center Licensing Rule issues: Rules were professionally written and revised by different people. During this process some rules were re-written incorrectly, some mistakes were caught/others not. Furthermore, Pre-k was not considered (Senate Bill 247 non existent at the time) when rules were written. (Handout on Transport Tots) Although Transport Tots written into Policy 2525 it is just a guidance document and can not be enforced. In light of these issues: Licensing Staff/Child ratios for transportation (excluding field trips) will not be enforced at this time until further research and review can be accomplished. Sandy Murphy inquired about an emergency rule- Kay Tilton not prepared to make ER rule because of legislative time guidelines. Meal Rule, Seat Belt law and Sign on and off the bus will continue to be enforced as written. Kay also advised that variances are allowed and will be considered by licensing team.</p>	<p>The Advisory Council discussed that the Transportation Committee was an Ad Hoc Committee and not meeting any longer; therefore, charged the Standards and Regulations Committee with researching transporting preschool children and to make recommendations to the Advisory Council. Council advised that Dave Treharne should be asked to assist/join the committee in making this recommendation. Also, requested that Cathy Jones contact someone from education and school service personnel to assist the committee in making transportation recommendations. Cathy Jones recommends also partnering with Head Start and Special Needs in making this decision as well as keeping in mind about the wording for Policy 2525 when revised, Revisions scheduled for January 2004. Final decision by the Advisory Council on transportation regarding whether or not rule change is in order. If Council decides rule change is needed, rule will be sent to promulgation in April. Per Cathy Jones request, Kay will provide an official letter on the transportation rule. In the meantime Bill Huebner and Pat Gracey will collect transportation plans from HS grantees on how they transport and Bill will compile information and send out summary to PIECES and Standards and Regulation Committee. Sandy Murphy took a motion that this be sent out for consideration- Pat accepted and Bill/Randy seconded. Motion accepted.</p>

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<p>System Planning: Kim Tieman recapped the past year. Discussed Councils' decision to refocus on the entire system while continuing to concurrently work on Pre-k . Also discussed the system chart in member packets which is modeled after the Infant and Toddler Initiative chart. Ann Nutt discussed the Committee Co-Chair Meeting (Minutes in member packet) and how it was decided that each committee should fill in the missing infrastructure in the element assigned and return to Ann by October 31, 2003. Chart should assist in identifying needs/gaps (Needs Assessment).</p>	
<p>Overview Of 2004 County Plan Format/County Plan Update: Bill Huebner/Cathy Jones explained that the plan is detailed in regards to policy 2525 and reflective of lessons learned. The front cover page explains that all sections are required to be complete for funding (Kay recommended that statement be put in policy) Collaboration Committee edited at last meeting. Cathy Jones emphasized that no plans are to be handwritten. Julie Pratt concerned about money generated by Pre-k will not be spent on the children. Cathy Jones explained that will be tracked and counties are asked directly on the plan to explain how money will be used to support Pre-k.</p>	<p>Recommendations to the plan: Page 10- Question 1. Add "per year" to sentence and Question 5 add- "why?"; Put CCR&R ECERS and contact information in the Guidance Document along with the 8 TA staff information. Action: Plan reviewed by Council-the Council supports the plan with recommendations. (Julie Pratt accepted action and Bill seconded. Motion accepted)</p>

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<p>Committee Actions/ Attendance: Julie Pratt inquired about the rationale of why staff can not be members of PIECES. Wants nominating committee to revisit staff becoming members because both Departments are lead agencies and should have a vote.</p> <p>Child Well Being: (Minutes in member packet) Joan Faris absent on this day. Kelley Worley reported that Child Well Being Survey included in member packet and Joan will report on results at next PIECES meeting. Advisory Council updated on last meeting activities- committee worked on a systems chart to identify strengths and weakness in the current health and safety infrastructure for children birth-five.</p> <p>Infant and Toddler Initiative:(Minutes in packet) Helen Post-Brown discussed team priorities and logic model (included in member packet). Recommended that the Step by Step Training needs to be reevaluated to ensure quality professional development for I/T care givers.</p> <p>Public Awareness:(Minutes in packet) Julie Pratt discussed/explained the message box (included in member packet). A strategic plan has been created by Michelle (WVECTCR) and a message has been created (included in member packet). October 14, 03 committee will meet, review feedback from pilot and make recommendations. Kay Tilton informed Council members that Fred Boothe wants the logo on the PIECES report due to the Legislature in December.</p>	<p>Action: Appoint nominating committee for new membership. Committee will explore both the Departments of Education and Health and Human Resources having membership to the Council. Explore increasing membership to include another representative from Special Education(additional) , Public Health, Primary Care, Rural Health etc. Advisory Council requests that Joan Faris be added as an official member of PIECES and that nominating committee should officially explore this recommendation.</p> <p>CWB needs a new Co- Chair. Nominating Committee will address this issue. CWB committee given approval for sending a letter to current members inquiring about continued membership and replacing/adding members as needed.</p> <p>Advisory Council suggested to remove “ It is only fair” from the tagline and replace it with a positive sentence (currently carries a negative connotation) and to stay focused on the child and not bring the image parents into the campaign because of values.</p>

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<p>Follow Up/ Informal Provider Changes/ State Analysis of Child Care Investments: Kay Tilton gave a synopsis of the rate change to informal providers . Rates to informal providers have been reduced effective Aug. 1, 2003; however if the informal provider wants to meet higher standards and become a registered provider they have the option to do so (will get reimbursed at higher rate). The WVDHHR Early Care and Education Division hopes to save \$ 3 million dollars from this cut; therefore, eliminating the need to cut rates to other provider types.</p> <p>Kay gave an update on the Family Day Care training sessions. ECE staff conducted 32 informing sessions around the state on the new regulations. Kay also discussed that starting in October all families who receive a child care subsidy must register with Child Support enforcement.</p> <p>Kay clarified what information Julie Pratt is wanting from a State Analysis of Child Care Investments. Julie stated she wants to know how much money other states invest in child care in order to protect what WV already has. Recommends PIECES to make public policy recommendation based on research. Will report on at the next Council meeting.</p>	<p>Kay requested the Advisory Council provide guidance/recommendation to ECE staff on whether child care subsidy should be provided to those families who do not make a living wage (Kim Tieman suggested looking into WV Living Wage Policy). The federal government reduced the WV child care subsidy budget by \$800,000, therefore cuts have to be made. Council agreed to request.</p>
<p>New Early Learning Standards Framework(ELSF):</p> <p>Cathy Jones reported that the new standards are going to the BOE for approval and when approved Cathy/Ann will email to the Council members. They will be in policy format.</p> <p>Cathy also reported that TA steering team members will begin doing Pre-k site visits. Karen Duckworth already has scheduled dates.</p>	

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<p>Next Agenda: November 14, 2003 Welcome Introductions Approval of Minutes Additions to the Agenda Lunch Order Public Comment New Early Learning Standards- Cathy Site Visit Report (GA PQA tool) - Cathy Follow Up State Analysis of Child Care Investments- Kay Draft of Annual PIECES Report- Ann B-5 Systems Plan Update from Committees input on chart- Ann Committee Actions Report from Nominating Committee Infant/Toddler Initiative Update PA "Message" Update Approved Curriculum List Child Well Being Survey- Joan PIECES Next Steps Next Agenda Adjourn</p>	