**Equity Implementation Committee**

**Minutes of Meeting Held July 18, 2017**

**Committee EIC members participating:** Sue Miller, Patricia Alvarado, Kelly Poe, Carmen Ellis, Carmen Urbina, Joyce Harris

**Staff participating:** Lillian Green, Erin Deahn, Dawn Woods, Meredith Russell

**Guests participating:** Donalda Dodson, Bettina Schempf

Introductions and welcome

Minutes of the June 2017 meeting accepted

**Spark Revisions:** (Presenter: Donalda Dodson)

The Ad Hoc Spark Advisory Committee has used the principles from the Early Learning Council. We have crossed that with the goals of the Spark Charter to be sure we are addressing those principles.

The Spark revisions utilize continuous quality improvement as the foundation. Quality is the guider – not activities. We have found that there are diverse cultures, languages, and experience, so rather than just use an academic measurement we are looking at those as well. Additionally, we need to have staff that reflects these populations. We are looking at the total family and the total staff.

**Spark Work Plan Documen**t: (Presenter: Meredith Russell)

Meredith gave an overview of the Spark work plan. Currently we are looking at the rating process for Spark. We have reviewed the second draft of the standards, and are continuing to do community engagement. Will be taking changes to EIC, CCEC, and Best Beginnings. We are looking to get your feedback on the following three ELC principles:

*The ELC promotes equity in access and allocation of resources to and cultural responsiveness for populations furthest from opportunity.*

How are resources allocated to produce the most equitable outcomes for children and families furthest from opportunity?

Have you considered families and children from the following communities? African American, Latino, API, Native, Rural/Economic Disparity.

*The ELC is committed to continuous improvement.*

Is continuous improvement supported throughout systems and services?

Do providers/caregivers/educators have competencies, supports and financial resources for best outcomes for children and families?

Do providers/caregivers/educators have equitable access?

*The ELC operates in the best interest of children and their families and recognizes family as a child’s first teacher.*

Have you considered the family norms and values?

Have you considered non-dominant cultures?

Have you applied the Equity Lens?

This is a guiding framework for the feedback. The committee always keeps parent engagement in mind as we are looking at these. It is not just about the provider, but also how it affects the families.

**Domains and Standards Framework (Draft) June 2017**:

This is a one page document summarizing the 3-Star, 4-Star, and 5-Star standards.

We are asking for your feedback today on the section, “Inclusion of Children, Families, and Cultures.” Would also like feedback on the section, “Educator Qualifications.”

* EIC member: stated she appreciates how this document shows the progression as you go through the standards.
* EIC member: stated that it seems to allow a new provider to see the future growth that could be achieved.
* EIC member: stated that she appreciates the work the Spark Committee has done thus far. The current system is not supporting equity at all, so this is appreciated.
* EIC member: stated that she appreciates the clarity as it moves from 3-Star to 5-Star standards.
* EIC member: stated that these standards look like action. One concern is how easy is it for someone to check the box but not implement these standards. Response: There will be a review process of the individual applying.

**Reconceptualization of tiers**:

3-Star will be understandable and measure a basic, achievable level of quality.

4-Star rating will build on 3-Star and be focused on adult child interactions.

5-Star rating will be a more complete comprehensive level of quality that builds upon 3 and 4 star.

**Hybrid system – Points and minimum thresholds**:

Programs will earn points for each standard. Each tier will have a combined passing score. Programs must achieve a minimum score for each standard, plus a passing tier score to achieve star ratings. Programs will be rated at the level that they choose.

* EIC member: asked if there were any set standards for each tier that must be passed before moving to the next tier. Response: the Spark Committee is exploring this very complex issue.

**What Qualifications Count in Spark?**

How do we make the educator qualifications more equitable? Educational Attainment; Experience; Professional Development Planning; Professional Development; and Language Support. Meredith discussed each category.

* EIC member: stated she would like to see culturally responsive practices and materials added to the qualifications. Example of wordage could be, “Demonstration of use of culturally responsive practices, curriculum, and materials.”
* EIC member: stated she completely supports the need to list culturally responsive.
* EIC member: stated she didn’t want to see a multi- language provider retained just to meet the standard when there really isn’t a need in their facility. Suggest some type of survey to ensure that multi-language individuals are not working in a predominantly white facility.

**Learning and Development Domain**:

Meredith reviewed the document and asked if we have enough in the section, “activities and materials reflect the enrolled families’ culture and language in the program and community.” She also wanted to review the section on, “Inclusion of Children, Families, and Cultures.”

Asked for feedback on the items covered. Discussion held regarding providers and the new cultural shift.

Discussion held on the statement that educational attainment is the most heavily weighted. Meredith stated that all the discussion and comments have been very helpful.

* Two EIC members: agreed that this document should help the most vulnerable and disadvantaged.
* EIC member: asked how can you incorporate this feedback in the document, specifically the academic qualifications weighted heavily. Response: there has been quite a bit of research done on this topic that shows the importance of education. Possibly we can meet with Lillian to work through some of these comments.
* EIC member: concerned that the standards may hurt providers in Eastern Oregon significantly. Feels they are not attainable.

**Healthy Families Oregon Strategic Plan – Draft Questions for Parent Participants 7/12/17:**

(Presenter: Erin Deahn)

This is one of three documents we have developed. Erin asked for feedback on the questions. This document will be translated, and can be completed on line or paper.

* EIC member: asked Erin what her desired outcome would be through the use of this document. Response: To collect data on parent participant’s overall perception of HFO; include parent voice in an update of the HFO mission statement; and collect data from parents on any improvements to services and communication that are needed, using questions not already asked on HFO evaluation parent questionnaires.

The information obtained will help determine how we move forward here at ELD for the next five years.

* EIC member: asked how will the parents receive this survey? Would it go out with the home visiting staff? Response: Yes the home visiting staff will be the primary method.

Timeline for final version will be approximately the middle of August. Plan to give the families a month to respond to survey – approximately by the end of September.

EIC reviewed and discussed the draft questions.

* EIC member: asked if Erin would forward these questions, so they may be sent out to committee. Response: Will send them to Lillian to forward to EIC members. EIC members can then send their questions or suggestions to Lillian.
* EIC member: suggested that the language be reorganized in question 5 – to ask parent to share what they are using for positive guidance and praise for their child(ren).

**Healthy Families Oregon Central Administration Strategic Plan - Questions for Hub Directors 7/12/17:**

Discussed the purpose and questions in the document. Erin explained that we are one of only six states that have a HFO administration staff to assist the local programs. Therefore, we are held to another set of standards and must have a Strategic plan to guide our support to the local programs. This is just a portion of what we are using to collect data.

* EIC member: suggested in question 1 – you could make it a progression instead of select all.
* EIC member: suggested in question 3 – the choices are not worded correctly to achieve the results you are seeking. Suggest: more involvement, less involvement, or stay the same.
* EIC member: suggested in question 2 – the choices might be worded differently to reflect the level of satisfaction. Suggest: dissatisfied, very satisfied, etc.

**Healthy Families Oregon Central Administration Strategic Plan - Questions for Providers 7/12/17:**

This document would go to agency directors that oversee HFO programs, home visitors, eligibility screeners, HFO supervisors, and program managers. Erin shared the purpose and questions in the document.

* EIC member: suggested in question 2 – remove the words “I feel.”
* EIC member: suggested in question 8 – improve access to equity services.
* EIC member: suggested in question 8 – list different services that could be improved.
* EIC member: suggested in question 8 – expand wording.
* EIC member: suggested in question 13 and 15 – remove the word “feel.”

**Year End Review**: (Presenter: Lillian Green)

New year of work begins in September meeting.

In 2017 we made a shift in how things were brought to the committee. Over the past year we have provided feedback on:

* Spark Revisions
* Child care rules development
* Early Learning Guidelines
* Infant toddler self-assessment
* Hubs work and metrics

Feedback on the EIC has been very positive.

* EIC member: suggested that Lillian prepare a one page document that will capture the work the EIC has done.
* EIC member: suggested that the final document be sent to organizations that support us.
* EIC member: suggested that the final document will be sent to committee EIC members – and they can forward it to their supporters.