



HB 376 Workgroup

Members in Attendance

- Reagan Miller – Texas Workforce Commission (TWC)
- Michelle Adams – Department of Family and Protective Services
- Howard Morrison – Texas Education Agency
- Dr. John Gasko – Texas Early Learning Council, QRIS Subcommittee
- Dr. Elaine Zweig – Collin County Community College
- Doug Watson – Healy-Murphy Child Development Center
- Patricia Smith – Little Dudes Learning Center
- Sharon Davis – North East Texas Workforce Solutions
- Sul Ross – Gulf Coast Workforce Solutions
- Sandra Solis – Lower Rio Workforce Solutions
- Mary Clare Munger – Amarillo College Child Development Lab
- Ashley Boggs – Sunshine House

Members not in Attendance

- Pattie Herbert – Infants 123

Additional Attendees

Texas Workforce Commission Staff:

- Laurie Biscoe – Deputy Director, Workforce Development Division
- Patricia A. Gonzalez – Director Workforce Policy
- Phil Warner – Child Care Policy and Program Supervisor
- Regan Dobbs – Child Care Policy and Program Analyst
- Anjali Barnes – Child Care Policy and Program Analyst
- Kimberly Flores – Child Care Policy and Program Analyst

Meeting Summary

Welcome, Roll Call and Overview of Agenda

Reagan Miller, the newly elected presiding officer provided a brief overview of the overall agenda and took roll.

Approval of September 16, 2013 Meeting Minutes

Doug Watson moved to approve the minutes as drafted; Elaine Zweig seconded the motion, and the minutes were approved with no objection.

Discussion on Qualifications for Mentors and Evaluators: Summary of Board Examples (Attachment 3); Summary of Other States/Organizations (Attachment 4) Summary of Other States/Organizations Mentors/Coaches (Attachment 5)



Reagan Miller briefly reviewed Attachments 3 and 4 and asked for feedback. Ms. Miller stated that TWC staff will update the summary of Board qualifications as more information is received.

Discussion:

A question was raised regarding the process TWC has for ensuring state oversight of the qualifications of assessors and mentors.

Ms. Miller explained that TWC's Subrecipient Monitoring department monitors Boards for compliance with TWC policies. If discrepancies or issues are identified, then guidance and technical assistance is provided to the Board.

The group discussed the current salary ranges for assessors/mentors. Members discussed various salary ranges across the state ranging from \$30,000 to approximately \$42,000 per year for some of the areas.

Ms. Miller explained that input on qualifications for mentors/assessors is needed in order to develop guidance for Boards. Ms. Miller requested that the workgroup send input to Patricia Gonzalez.

The workgroup discussed whether the assessor and mentoring qualifications are separate and if these are separate or combined functions. Ms. Miller explained that the funding provided by the bill is for both. However, the functions may be carried out by one individual or separated into assessor and mentor positions.

The group discussed Assessor/Mentor staffing arrangements in various Board areas. In some areas the functions are separated into assessors and mentors. In other areas the functions are carried out by the same individual. One board trains individuals to conduct both the assessment and mentoring, however, mentors cannot assess the same facility that they have mentored. Some subcontracting occurs for the assessment portions.

Discussion on Potential TRS Structures: Attachment 6: Point (Colorado); Attachment 7: Block (Arkansas); Attachment 8: Hybrid (Louisiana); Attachment 9: Texas Rising Star (Hybrid) Scoring

Phil Warner provided an overview of each model type and potential positives/negatives of each structure.

Discussion:

A question was raised regarding the amount of information provided in the TRS summary and if it is better for facilities to have more information than less? The group indicated that the more information available, the better providers will know what the criteria is.



Ms. Miller clarified that TRS structure description provided to the group is only a brief summary, TRS Guidelines are extensive. Staff will resend the link to the guidelines.

A question was asked if the workgroup is starting with the recommendations from the Early Learning Council as the ELC has already recommended a hybrid system.

Ms. Miller stated that the group can start there and make additional recommendations. Ms. Miller also stated that the workgroup can start with the current TRS criteria and make recommendations to fill in any gaps or to add new criteria.

Ms. Miller proposed and the Workgroup agreed to the following timeline for initial comments and recommendations for the Mentor/Assessor Qualifications and Structure:

- Workgroup will provide input by close of business Monday, September 30 (All input will be compiled into a draft document which will be shared with the group 10/2)
- TWC Staff Summary of Input will be distributed to the Workgroup by Wednesday, October 2
- Workgroup will provide comments to TWC on the material distributed by close of business Thursday, October 3.
- TWC will distribute materials, reflecting workgroup, Monday, October 7, 2013 in preparation for the October 9, 2013 workgroup meeting.

Discussion on Subcommittees and Stakeholders

The following workgroup members offered and members agreed to have the following members lead the Subcommittees.

1. Director & Staff Qualifications and Training—Elaine Zweig
2. Caregiver-Child Interactions—Mary Clare Munger
3. Curriculum/Physical and Social Activities— John Gasko
4. Parent Involvement—Patricia Smith

In addition, the other members volunteered to participate in the following subcommittees:

Group 1 -Director and Staff Qualifications and Training: Doug Watson, Sandra Solis

Group 2 -Caregiver-Child Interactions: Sul Ross, Pat Smith, and Sharon Davis

Group 3 -Curriculum/Physical and Social Activities: Howard Morrison, Michele Adams

Group 4 -Parent Involvement: Howard Morrison

A conference call will be held on Monday, Sept. 30, 2013, at 11:00 am with the Subcommittee Chairs/Leads to determine meeting schedules and subcommittee participation by interested stakeholders.



A suggestion was made to add parent groups to the stakeholder list. In particular, Texas Parent to Parent and Practical Parenting.

The group consensus was that stakeholders who agree to participate in subcommittees send a response to TWC staff. TWC has prepared a draft letter to go out to potential subcommittee participants for use by the Subcommittee leads. The group asked that the letter include the roles and responsibilities of the workgroup members and subcommittee participants, and that the subcommittee participants be limited to a maximum of ten individuals per subcommittee.

Discussion on Next Meeting - October 9

Ms. Miller discussed the goal of the in-person meeting is to gather public input on assessor/mentor qualifications and TRS Structure. The first subcommittee breakout meetings will be held on the same day. At the conclusion of the day, each subcommittee will have the opportunity to report to the workgroup what was discussed during the breakout sessions.

A question was raised regarding the recording of the meeting for the public, particularly providers, who cannot attend the meeting. Ms. Miller agreed that it is important for providers to be informed and be aware of the discussion. TWC is not sure if recording the meeting is a possibility. However, information provided at the meeting and meeting materials will be posted on a TRS Workgroup website. Additionally, TWC will provide a mechanism – possibly an email address posted on the website – for the public to submit comments and input for the workgroup.

The group also agreed that it would be important for the public to be able to provide public testimony during the meeting and the need for consistent messaging about the opportunity for public input and the specific topics that the workgroup will be focused on at each meeting. Ms. Miller said that the meeting announcement will be circulated to the workgroup members for comments.

Other Discussion

There was a discussion on the need to have more face-to-face meetings. The group agreed that the Workgroup meetings should be face-to-face in Austin, with the option to have teleconferencing capabilities for those who cannot attend in person.

Summary of Next Steps:

9/30/13 Provide input on: Assessor/Mentor qualifications and Structure
(Point/Block/Hybrid)



10/2/13 TWC staff prepares a summary of input on qualifications and structure to provide to the workgroup.

10/3/13 Workgroup to provide input on draft summary.

Meeting adjourned at 11:30.