



***Members in Attendance***

- Patricia Smith – Little Dudes Learning Center
- Sul Ross – Gulf Coast Workforce Solutions
- Howard Morrison – Texas Education Agency
- Reagan Miller – Texas Workforce Commission (TWC)
- Lana Estevilla – Department of Family and Protective Services
- Pattie Herbert – Infants 123
- Rebecca Latimer – Just Kidding Around
- Sandra Solis – Lower Rio Workforce Solutions
- Doug Watson – Healy-Murphy Child Development Center
- Dr. Elaine Zweig – Collin County Community College
- Mary Clare Munger – Amarillo College Child Development Lab

***Members not in Attendance***

- Sharon Davis – North East Texas Workforce Solutions
- LaShonda Brown – Texas Early Learning Council

***Additional TWC Attendees***

- Laurie Biscoe – Deputy Director, Workforce Development Division (WDD)
- Patricia A. Gonzalez – Director WDD Technical Assistance and Child Care
- Phil Warner – Child Care Program Supervisor
- Regan Dobbs – Child Care Policy and Program Analyst
- Kimberly Flores – Child Care Policy and Program Analyst
- Adela Esquivel – Child Care Policy and Program Analyst
- Sue Flores – Child Care Policy and Program Analyst
- Anjali Barnes – Child Care Policy and Program Analyst
- Kimberly Berry – Governmental Relations

***Meeting Summary***

**Welcome, Roll-Call and Overview of the Agenda**

Ms. Biscoe announced that Dr. April Crawford, subcommittee member and Director of State Initiatives at the Children’s Learning Institute, offered to review the TRS measures for consistency. Dr. Crawford will provide feedback and in an effort to streamline the process agreed to submit her recommendations as public comment.

The Workgroup is scheduled to meet on May 15 to consider the second round of public comments, including with Dr. Crawford’s recommendations. Staff will send workgroup members Dr. Crawford’s comments immediately as they were submitted. Staff will develop a copy of the matrix with Dr. Crawford’s recommendations shown in track changes.

**Approval of Meeting Notes**

February 20, 2014 meeting notes were approved for posting without changes.



February 26, 2014 meeting notes were approved for posting without changes.

**Review of TRS Draft Measures Matrix with modifications based on Round 1 of Public Comment**

**Parent Involvement and Education – Pat Smith**

Pat Smith detailed draft recommendations and subcommittee’s proposed responses to public comments.

Pat expressed interest in April’s recommendations, specifically regarding parent teacher conferences and spacing of the conferences at least five months apart.

Pat discussed the Healthy Families Pledge (draft nutrition information pamphlet) that providers can use. Reagan inquired if providing nutrition standards in the parent involvement section was duplicative of a measure in the nutrition section.

Pat clarified the pamphlet would be optional. The Workgroup decided not to include these materials with the measures for public comment; however this type of information could serve as a resource. Once measures are approved by the Commission, resources could be designed to align with measures. At that time, it can be determined where these resources will be housed.

Reagan Miller noted that additional comparison between measures is needed to ensure that the physical activity and screen time information is not duplicated.

Pat suggested making technical changes such as changing “parents” to “families” in one instance and rearranging the order of text in another. Laurie requested that all changes be made by COB Friday.

The workgroup agreed with the changes to this section as discussed.

**Caregiver-Child Interactions – Mary Clare Munger**

Mary Clare Munger discussed draft recommendations and subcommittee’s proposed responses to public comments.

The subcommittee decided to add a staff ratios chart as an additional process measure. Since age 0-11 months and 12-17 months already have small ratios no additional process points would be awarded. Discussion included how assessors would consider lower ratios to award points for this additional process measure.

The workgroup agreed with the changes to this section as discussed.

**Curriculum/Physical and Social Activities – Howard Morrison**



Howard Morrison noted that most comments were related to physical activities. In response, the subcommittee created a measure on activity and motor development. The measure outlines the amount of time for structured and unstructured physical activity.

In addition, the subcommittee added a measure that the curriculum plan includes a health and wellbeing domain. This new measure includes activities appropriate for toddlers and pre-school children for personal safety and health, hygiene, health nutrition and wellness. Sul suggested that the measures be clarified to ensure that “free play” is included in indoor and outdoor planned activities.

The workgroup requested more clarification on the menu items regarding serving healthy snacks and no sugary drinks.

The workgroup discussed a standardized infant feeding form; feeding infants on cue, and serving food family style. One member asked how to accomplish this when some centers have children bring their own meals.

**Howard reviewed the minimal changes made to the Indoor/Outdoor measures, based on public comments received.**

#### **Director and Staff Qualifications – Elaine Zweig, Ph.D.**

Regarding Formal Education, several members recommended that “clock hours” be changed to read “credit hours” under the 3 star and 4 star measures. Additionally, it was suggested to add “AAS” in ECE under the 4 star measure.

Rebecca Lattimer expressed her concern that that current 4 star providers would not be eligible to be certified as a 4-star provider under the proposed criteria, due to the new 4-star measure related to formal education that requires directors to have a degree. She stated that a current 4 Star provider under the same director (without a degree) would no longer be considered a quality provider.

Doug Watson shared that the subcommittee discussed this at length and shared his own experience of requiring his center director to go back and get a degree, despite her many years of experience.

Laurie asked Rebecca if she had an alternate option; Rebecca suggested that those directors with at least five years of experience should receive a waiver. Doug clarified that there was a note at the end of the Director Qualifications section that states that grandfathering provisions are under consideration.

Sul asked how other QRIS systems are addressing this issue. Howard added that this could be an issue in certain areas of the state, as far as limited options to obtain a degree.



The workgroup agreed to have staff research state QRIS examples on how they address formal education. The examples would then be submitted to the group for consideration.

Sul Ross wanted clarification of how an assessor would determine how the following measure would be met: "Provider determines their current career lattice level, identifies how they want to progress to a higher career lattice level." Elaine clarified that this is part of director's plan of how to achieve this measure. The assessor would see how they progress.

Mary Clare suggested that a form could be developed documenting that this measure is met. Laurie clarified that, if this measure is adopted, a form would be developed to document that this measure is met.

Sul wanted clarification on the Director Certification Course measure. It was clarified that if the training is not available, this measure will not be applicable.

The workgroup recommended that the measure: "Orientation: Trigger to inform TWC interested in TRS" be changed to "Complete TRS orientation, if available."

In regards to caregiver qualifications, the workgroup recommended that the 3 star requirement be changed to read: "Provider meets more than 50% but less than 75%."

### **Next Steps**

Subcommittee Leads will send any changes to the measures by COB Friday, 4/25/14.

Draft Recommendations matrix will be posted for public comment by COB Monday 4/28/14.

TWC will notify all providers with an agreement in the TWIST system with a valid email of the public hearing scheduled for May 15, 2014, including a list to the measures matrix posted on the website on 4/28/14.

The agenda for the next meeting on May 1, will include a review of draft scoring methodology to determine TRS star level and other parking lot items.

The meeting was adjourned at approximately 4:00p.