

## Early Childhood Council Governance Waiver Request Application

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| <b>Early Childhood Council Name:</b> Arapahoe County Early Childhood Council      | <b>Date:</b> April 28, 2017      |
| <b>Primary Contact (Name and Position):</b> Gretchen Davidson, Executive Director | <b>Phone:</b> 720-284-8463       |
| <b>Mailing Address:</b> 6436 S. Racine Cir. Suite 100 Centennial, CO 80111        | <b>Email:</b> gretchen@acecc.org |

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| <p><b>1. Citation of Rule or Regulation for Waiver Request pursuant to Early Childhood Council Rule 7.717.6(E):</b> <i>(please include rule/regulation number, and specific language of the rule/regulation creating the barrier):</i></p> <p>Waiver of Council Rule 7.717.4 Governance, Section B: Each member of an Early Childhood Council shall sign a Memorandum of Understanding on behalf of the organization he or she represents to participate in and collaborate on the work of the Early Childhood Council.</p> |
| <p><b>2. Associated Legislation:</b> <i>(Please list any statute or legislation associated with the rule/regulation cited above. Please note: state statutes cannot be waived.)</i></p>   |
| <p><b>3. Waiver Request</b> <i>(Describe the barrier this waiver addresses to implementation of an early childhood project is the rule/regulation creating)</i></p> <p>Barrier is amount of time allotted to include the specific terminology of the Early Childhood Council's Rules in our local partner's Wellness Council Charter.</p>   |
| <p><b>4. Reason for Request</b> <i>(Describe the barrier this waiver addresses, and why you are concerned and/or unable to comply with the minimum rule requirements)</i></p> <p>Unable to revise the Charter and collect all required signatures in the time allotted.</p>   |
| <p><b>5. How will Waiver Approval positively impact children, families, and/or your community?</b></p> <p>It will allow ACECC to gather MOU's and to meet the requirements to apply for CDHS RFA: Early Childhood Council Systems Building and Colorado Shines Quality Improvement.</p>   |

**6. Please describe stakeholder outreach. Who are all the affected parties of this Waiver Request? (You may attach letters from affected parties)**

It will affect all ACECC Partners, families, and young children living in Arapahoe County.

**7. Do you have any evidence to demonstrate that compliance with the specific rule creates a substantial undue burden? (If so, please attach)**

It is not a hardship. We are requesting an extension in the allowable time.

**8. If this rule/regulation is waived, how will you meet its intended purpose? (ex: diversity of stakeholders, health and safety of children in care, etc.)**

We will have the time needed to revise the Wellness Council Charter and gather the signatures required.

**9. On what date would you like the Waiver to START?**

May 1, 2017

**10. On what date would you like the Waiver to END?**

December 31, 2017

**11. Is there a fiscal impact to implementing this waiver? (Please describe any anticipated financial impact)**

None

**12. How will you evaluate the effectiveness of this rule/regulation waiver if approved?**

We will track the signatures received and evaluate the process of expanding the charter to provide governance to ACECC as required by the Early Childhood Council Rules.

**13. Additional Comments:**

Please see attached Charter agreement and note how it can be easily adapted to serve as the required MOU.

**SIGNED:**

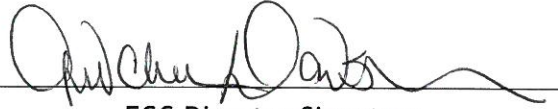
Gretchen Davidson

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ECC Director Name

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ECC Membership Chair Name

A handwritten signature in black ink, appearing to read 'Gretchen Davidson', written over a horizontal line.

ECC Director Signature

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ECC Membership Chair Signature

## **Arapahoe County Early Childhood Wellness Council**

### **TEAM CHARTER**

#### **1. Time Frame**

This Team Charter takes effect on **April 13, 2015** and remains in effect until revised by the Wellness Council.

#### **2. Purpose**

The purpose of the Arapahoe County Early Childhood Wellness Council is to empower those who are involved with a child's life to assist the family with accessing the appropriate and needed services. The Council builds and maintains partnerships that sustain, solidify, and enhance a coordinated screening, referral, and connecting system for families. This is accomplished by an interdisciplinary team that shares resources, information, and case-specific referral and care guidance.

#### **3. Community partners form an interdisciplinary team of early childhood professionals. Members represent education, child development, child care, public health, medical, behavioral, and oral health organizations. Wellness Council partners commit to the purpose of the council and agree to hold both themselves and their partners accountable for the success of the group.**

#### **4. Core Activities**

- a. Participate in monthly meetings
  - i. Give partner updates;
  - ii. Share resources, support, education, and information;
  - iii. Establish protocols for implementing quality standards;
  - iv. Develop strategies to address identified gaps/barriers in early childhood system;
  - v. Implement Colorado ABCD's Model Community Framework for a coordinated screening and referral system;
  - vi. Participate in case discussion to guide and support members; and
  - vii. Facilitate referrals and provide support.
- b. Work towards the shared goals of the council

#### **5. Goals**

- a. All children in Arapahoe County are screened three times by age three as measured by a screening and referral roadmap that has been shared with community partners.  
Additionally:
  - i. Children who are screened are referred for evaluation, indicated;
  - ii. Children who are evaluated receive services, if eligible;
  - iii. Families receive support and services, beyond developmental (Early Intervention) services; and
  - iv. Families and providers receive on-going education through common messaging about the medical home approach, developmental milestones, evaluations, and services.
- b. The council will maintain a formalized process for networking and resource-sharing as measured by biennial participation in the partner spotlight; participating in case discussions, as appropriate; and meeting attendance and active participation.

- c. Continue the incorporation and integration of mental health with wellness as measured by mental health and wellness partners participating in the Wellness Council.
- d. Provide a venue for educational opportunities, networking and referral facilitation between community partners as measured by continued partner participation and satisfaction.

6. Team Operations

- a. Meetings are held on the second Monday of the month from 10:00 AM - 12:30 PM.
- b. Meetings are held around Arapahoe County, voluntarily hosted by partner agencies.
- c. The agenda for the meeting is sent out at least one week in advance.
- d. Meeting notes will be taken during the meeting by the facilitating agency, and will be distributed to the group within two weeks of the meeting.
- e. Council members will minimize the use of acronyms.
- f. Partner Expectations
  - i. Attend a minimum of 75% the meetings each year (nine of twelve meetings);
  - ii. Biennially present a partner spotlight using the provided template;
  - iii. Coordinate referrals;
  - iv. Keep confidential case-specific information presented in the Wellness Council;
  - v. Full participation (100%) in Wellness Council surveys;
  - vi. Orientation of new members through peer guidance and information presented in the new partner packet;
  - vii. Facilitation (and hosting) of meetings by a partner agency; and
  - viii. Equal responsibility, accountability to, and value of all partner agencies within the council.

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Name of Wellness Council Member

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Partner Organization

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Signature

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Date

**Early Childhood Council Governance Waiver Request**  
**Colorado Department of Human Services Written Statement**

|  |                   |
|--|-------------------|
| Early Childhood Council Name: Arapahoe County<br>Early Childhood Council                     | Waiver #: 17-03   |
| CDHS Contact (Name and Position): Stacey Kennedy,<br>Child Care Quality Initiatives Director | Phone: 3038665382 |
| Email: <a href="mailto:Stacey.Kennedy@state.co.us">Stacey.Kennedy@state.co.us</a>            | Date: 5/3/17      |

1. Confirm Citation of Rule or Regulation for Waiver Request (*please include rule/regulation number, and specific language of the rule/regulation creating the barrier*). Confirm if Rule/Regulation is waivable under Early Childhood Council Rule 7.717.6(E) :

Yes, on a time limited basis not to extend beyond December 31, 2017.

2. Implications of Waiver Approval on the health and safety of children (*Does approval of this waiver request have anticipated implications on implementation of other ECC projects?*):

Not applicable.

3. Recommendation from CDHS *(Select one option below and remove the other options. Please add comments to explain reason for recommendation):*

Recommendation to the ECLC to approve the waiver request.

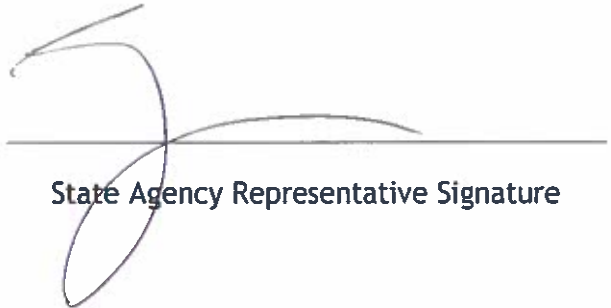
4. Additional Comments:

**SIGNED:**

Stacey Kennedy

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State Agency Representative Name



State Agency Representative Signature





## **Early Childhood Council Governance Waiver Request**

### **Recommendation from ECLC Waiver Review Subcommittee**

|  |                 |
|--|-----------------|
| Early Childhood Council Name: Arapahoe Early Childhood Council | Waiver #: 17-03 |
| CDHS Involved: Erin Mewhinney                                  | Date: 5/16/17   |
| Recommendation to ECLC: Approve the waiver request.            |                 |

1. **Confirm Citation of Rule or Regulation for Waiver Request** (*please include rule/regulation, rule/regulation number, and specific language of the rule/regulation creating the barrier. Please note: state statutes cannot be waived*):

7.714.4 B States that "Each member of an Early Childhood Council shall sign a Memorandum of Understanding on behalf of the organization he or she represents to participate in and collaborate on the work of the Early Childhood Council".

2. **Summary of Rule/Regulation Waiver Request from ECC:**

The waiver was initially requested to allow time to get wellness charter in compliance with governance requirements. However, The ACECC has instead voted to expand their council's board to meet the number of required members. Based on this change they still require a waiver to provide enough time to select and onboard members.

3. **Summary of Written Statement from Colorado Department of Human Services:**

CDHS recommended the ECLC approve the waiver, not to be extended beyond July 1, 2017.

4. **Recommendation from ECLC Waiver Review Subcommittee (WRS):**

The WRS recommended the waiver be approved on a time limited basis until March 31, 2018.

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#### **TO BE COMPLETED AT NEXT FULL ECLC MEETING**

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| <b>Date of ECLC Meeting:</b>                |
| <b>ECLC Waiver Decision and Conditions:</b> |