

**Meeting Objectives:**

- Approve the September 20, 2023 Meeting Minutes
- Vote to recommend the revised Data Subcommittee Charter for approval by the ECLC
- Provide input on the methods for measuring and evaluating the Statewide Strategic Plan
- Understand the current efforts to evaluate the Universal Preschool Program
- Support the CDEC Data Team with next steps regarding Comprehensive Analysis
- Hear comments from the Early Childhood Community
- Advance the goals of the [ECLC Strategic Plan](#)

**Attendees:** Rick Winter, Whitney LeBoeuf, Carsten Baumann, Diane Smith, Bob Midland, Colleen Lynn, Cristal Cisneros, Ealasha Vaughner, Janelle Jenkins, Katherine Casillas, Kristen Lang, Laura Freeman Cenegy, Maureen Reid, Nami Bhasin, Nicole Romanoff, Perrine Monnet, Rebecca Klein, Rick Winter, Steff Clothier, Stephanie Martin, Stephanie Stout-Oswald, Susan Steele, Suzanne Matevosian, Larisha Reed, Alisha Emile, Kristina Heyl

**Welcome, Introductions & Approve Minutes**

Whitney LeBoeuf called the meeting to order at 2:05 pm and reviewed the meeting objectives. She called for a motion to approve the September 20, 2023 meeting minutes. Rick Winter motioned to approve the minutes as drafted, Ealasha Vaughner seconded the motion, and the minutes were approved unanimously.

**Data Subcommittee Draft Charter Finalization**

Whitney shared the process that has been taken to revise the Data Subcommittee Charter. Members reviewed the [draft of the charter](#) that has been created through an iterative process over the past several months. At a coming meeting, the Subcommittee will develop a work plan that creates concrete actions that can be taken in alignment with the Charter. Members commented that the Subcommittee should also consider family outcomes in addition to child outcomes. A member also asked what we mean by OIT privacy and security staff, and Carsten Baumann explained they would provide the more technical perspectives on what data is possible to gather through what tools. It was proposed that it be changed to “OIT data, security, and other staff” and to add “Data stewards for privacy considerations” as another bullet. It was suggested to add “Additional subject matter experts as needed.” It was suggested to change “Data Subcommittee Next Steps” to “Annual Duties.” It was suggested that we make sure to truly ensure diversity, especially when recruiting families, and to add “with perspectives related to the work of the committee” to the parents/families/caregivers section.

Rick Winter motioned to approve the charter with the incorporated edits, Janelle Jenkins seconded, and the charter was approved unanimously.

**Statewide Strategic Plan: Support for Measurement**

Rebecca Klein, Start Early Consulting, shared that she is looking for feedback on what types of indicators and other measure-related information should be included with the strategic plan that would promote shared understanding of success and accountability. Kristina Heyl shared the differences and similarities between this work and past work to develop indicators based on the ECLC Areas of Opportunities, and

explained that this conversation should build on that knowledge but should not focus on creating an indicator for each strategy in the plan.

Rebecca shared the scope, funding, and ownership of the plan and provided examples of strategies that may be included. She shared current thinking about indicators of success and several possibilities of indicators that could be used based on the example strategy. Limitations in this conversation include interpretation, measures, and evaluation. Kristen Lang, CDEC, shared that the plan is meant to reflect the shared priorities of the whole system and should be owned by the whole system, which makes it challenging to create common success indicators.

Rebecca then asked members to discuss. Member comments included:

- It would be overwhelming to include multiple measures for each strategy. One framework that could be used for this report is Results-Based Accountability. It would allow multiple programs to feed into larger data points with more individualized tactical data points.
- We could include guidance to assess progress, which can act as a guardrail for programs to determine their own measures.
- We could create an evaluation dashboard with larger, overarching indicators and more specific measures.
- We need to make sure we are incorporating equity into the measures used, including ensuring that data is disaggregated.
- We need to consider how the data is used to inform policy.
- There could be goal level, state-wide indicators with smaller strategy-level indicators under. We should see progress on the goal-level indicators.
- Resources for data tracking can be included when the strategies become funded.
- Having a dashboard would allow for identification of data gaps and plan ways to address the gaps.
- The indicators need to have enough detail to make it actionable and measurable.
- We should ensure that the plan is a living document especially since many of the strategies are not funded yet.

Kristen Lang reminded the group that some of the work on measures can be done outside of the process of creating the plan. The plan will be finalized in February, but there are additional opportunities to advance this work. The next steps include sharing the full plan draft with the ECLC in December and coming back to the Data Subcommittee for additional feedback.

#### **Universal Preschool Evaluation Status and Q&A**

Whitney LeBoeuf shared an overview of the planning for the evaluation that she and Diana Schaack are advising CDEC on related to the Universal Preschool Program (UPK). They are working to identify and document the key concepts within the program, the desired processes and outcomes, and the theory of change to guide that implementation. They have collected information and data through a variety of resources and interviews and are working to refine the information captured over the next 2 months.

The goals for the evaluation include identifying gaps in the theory of change and implementation for improvement planning; operationalizing UPK performance metrics and target outputs; and prioritizing efforts to enhance the program. Ultimately, this information will also help support a Request for Proposals for ongoing UPK Evaluation to track progress and outcomes and drive improvements in the program. Finally, the information will help guide needed communication materials and resources.

### **CDEC Data Team Updates and Discussion**

Stephanie Stout-Oswald introduced Bob Midland, the new CDEC Data Sharing and Privacy Specialist; he introduced himself to the group.

Colleen Lynn shared a few updates related to comprehensive analysis; she reminded the group that the goal of the comprehensive analysis work is to develop and execute on a technical architecture and roadmap that guides CDEC to a future data and technology state that promotes the Department's mission. The named deliverables for this include:

- Develop a roadmap, architecture, and infrastructure for an Early Childhood Integrated Data System with use cases and analysis to drive policy and outcomes based decisions
- Human Centered Design and RFI for options related to building a unified technology ecosystem to serve families
- Human Centered Design, roadmap for improvements to Provider Hub with subsequent work to that end

Colleen shared that they will no longer refer to the work as creating a "Data Trust" but instead will refer to an Early Childhood Integrated Data System, or ECIDS, and that a consultant will be engaged very soon to support innovative and outcome-based advancements toward a unified system. She also shared that the department is considering how to create two portals - ones for families and one for providers - noting that the goal is to create a system that links information behind the scenes, rather than one giant new system that supports all of the programs in the state. To advance this work, a vendor will help support a focus on human centered design that best serves families to access the services.

Looking ahead, Colleen shared that she hopes to continue conversations with the ECLC and ECLC Data Subcommittee related to the ECIDS initiative and the role of the Commission in support of that new system.

### **Member Updates and Public Comment**

- Susan shared that Carsten Baumann has agreed to serve as a co-chair of the Data Subcommittee; he will be confirmed at the ECLC Meeting in December. Welcome Carsten!

### **Next Steps, Final Thoughts and Adjourn**

Whitney shared the proposed meeting dates for 2024; please let Shannon know if there are any major conflicts or events to avoid. Otherwise, calendar invites will be coming soon.

The meeting was adjourned at 4:00pm.

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*Note: Any presentation requested by the ECLC does not constitute or imply an endorsement of the product, process, service, or organization by the ECLC.*

### **ECLC Data Subcommittee Charge:**

The Data Subcommittee of the ECLC will monitor progress across early childhood systems, support continued collection of data, use data to center equity, and evaluate progress on the ECLC's strategic priorities in order to leverage and connect existing data efforts and encourage effective data use in decision-making.