



# City of Madison

City of Madison  
Madison, WI 53703  
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## Meeting Minutes - Approved EARLY CHILDHOOD CARE AND EDUCATION COMMITTEE

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Thursday, February 13, 2014

8:00 AM

215 Martin Luther King, Jr. Blvd.  
Room 260 (Madison Municipal Building)

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### CALL TO ORDER / ROLL CALL

**Present:** 4 - Jennifer Templin; Patricia A. Lasky; Karalyn A. Kratowicz and Muriel Simms

**Absent:** 4 - Denise DeMarb; Linda E. Benzschawel; Scott Peters and Diane B. Adams

Lasky called the subcommittee meeting to order at 8:05 am.

### APPROVAL OF MINUTES

Kratowicz discussed p. 3, second to last paragraph after \$400 million on Shares it should state "at its most recent peak". MOTION BY KRATOWICZ, SECONDED BY SIMMS TO APPROVE THE MINUTES AS AMENDED. Motion passed by voice vote.

### PUBLIC COMMENT

None.

### DISCLOSURES AND RECUSALS

None.

### NEW BUSINESS

1. [33038](#) 2014 Child Care Assistance Income Guidelines

**Attachments:** [2014 Proposed Income Eligibility Guidelines](#)

Host explained that every year the income guidelines are adjusted for the child care assistance clients based upon the federal poverty levels. The handout distributed shows a comparison of last year's income guidelines along with the proposed guidelines. With the new amounts families would pay less for co pays and receive more subsidies. This means the program will be serving less people. The resolution will go to the Council, BOE then back to ECCEC to

review.

Host explained that if families are eligible for WI Shares they must use it. There are some situations like school and special needs where families would qualify for City funding vs. WI Shares.

Host added that families must show that they are not eligible for WI Shares to receive City child care assistance, i.e. a denial letter for WI Shares.

2. [33039](#)

Stabilization grant awards

Attachments: [2014 Stabilization Grants](#)

Host discussed the stabilization grants allocation for 2014. \$40,000 is the grant total for each year. Centers must have at least 20% WI Shares families attending in one of the previous 2 years to be eligible. These funds are used to stabilize accredited non-profit centers serving low-income families and children. Centers with a lot of WI Shares families can experience families being cut from the program and causes unpredictability for centers. These grants help to stabilize both the centers and families. At the end of 2013 there was \$25,000 additional stabilization funds allocated.

Stabilization grants are awarded every 2 years. All accredited non-profit centers receive information about the grants. Specialists talk with centers and encourage them to apply. Centers apply, stating service to low income families/children and how much the program lost last year and expect to lose in the next year. Submitted applications are reviewed along with previous reports (if funded previously). Host explained that the list of awards included every center who applied and all were eligible. Host clarified that the DCPC grants will only go to the child care program not the Head Start programs. An annual report will be filed to demonstrate how funds are used.

3. [33041](#)

EOP Program Funding Process

Host discussed Council's 2014 budget allocation of \$200,000 for EOP grant process. Last year there was \$250,000 available. The design of EOP is to support new programs that cannot get into Community Resources funding in a timely manner. If not incorporated they must have a fiscal agent that is. The current process will allocate \$100,000 now and another \$100,000 in the fall.

Lasky discussed the Conference Committee that reviews the EOP applications. The Conference Committee consists of 3 members of CDBG Committee, 3 members of CSC and 2 alders. The committee attempts to fund emerging items not currently funded by the funding cycle. Example would be the Theresa Terrace neighborhood and need for youth and housing programs along with homeless programs. Many of the EOP applications are not for children and families programs.

Kratowicz asked about outcomes from the programs. Host replied that yes agencies report on service numbers. Could lead to applying to funding cycle.

Lasky added the rapidly changing environment, how to update policies. Often the programs funded by EOP will be band aids to respond to needs.

Host discussed the need to not wait until problems are huge before fixing issues in a neighborhood. Kennedy Heights is an example of coordinating with several programs. They have MMSD summer programs, GEMS, child care.

Simms asked about program budgets and how much goes towards administration. Host explained they review operating costs which include office, telephone, utilities, etc. The budget is examined carefully.

4. [33042](#)

Accreditation Update

- Out of City accreditation request La Petite Academy Monona
- Poverty and Accreditation Discussion
- Other

Attachments: [Child Care Specialists Assignments](#)

**Center assignments**

Host discussed the handout with center assignments for the child care specialists. Kratowicz asked if centers need to be accredited to receive child care assistance or stabilization grants or if they could be in the process of getting accreditation. Host clarified that the centers must be accredited.

**Out of City Accreditation**

The child care office and ECCEC decided not to continue accreditation for Country Creek as it is outside the city of Madison. La Petite in Monona on Bridge Rd has applied for accreditation. It is on the border of the City, no other accredited care is available in the area and there are many low income families.

Kratowicz asked about WI Shares and low income families attending the Monona La Petite. Host answered that a high number of families are residents of Madison and they serve a high number of WI Shares children. Kratowicz asked about the written policy. Host explained the ordinance says they can accredit outside of the City of Madison to serve child care assistance clients. LP Monona did have a family eligible for city CC assistance that needed to leave the center.

Dittrich-Templin asked about current City staff loads and if they could handle another center. Host explained they wouldn't get into the center until later this year.

Dittrich-Templin asked if centers do not have staff with proper education requirements do they need to hire new staff. Host explained that they need to work towards staff meeting credentials and create and implement a plan to accomplish that.

Host stated that one La Petite which served a high number of WI Shares families saw a decrease in enrollment of these families once they were accredited. The 5 star status brought in more fee paying clients.

La Petite in Monona accreditation appears to be beneficial to City of Madison

and families.

**Poverty & Accreditation**

Host discussed the need to help families and better serve centers that serve low income families. The expectations of centers that we accredit could be increased to address serving low income families or assisting centers that do through networking, “adopt a center” initiatives, mentoring from directors and staff etc.

A focus group of center directors attended a meeting to discuss this idea. A majority of them said that accreditation has given them so much and would like to give back. Ideas include providing registration templates, co- pay plans, policies and other methods to help centers be successful. This would allow for colleagues to work together to empower each other. The only concern was with Boards possibly having an issue with that not being the centers mission. Other concerns include staff time.

Members thought it was a good idea. Discussion included a pilot program initially, getting but in before making the expectations mandatory etc. Simms asked if the Child Care Unit needs something from the committee, like a motion. Host stated that discussions were continuing and she will keep the committee informed.

**Open Records Request**

Host stated that an additional open records request was being addressed

**Sandbox**

Host explained that Sand Box Child Care Center was found by the state WI Shares program to have many irregularities and incidents. The State revoked the center’s ability to care for WI Shares clients. Sandbox was initially accredited in June 2013. The city has revoked its accreditation. Host explained that training for specialists and directors in the WI Shares system is being considered as a way to identify issues before they become problems.

5. [33059](#)

CSC Committee Report

Lasky stated that the CSC looking for a citizen member so if you are aware of anyone that would be interested let her know. They are also increasing the diversity on the CSC.

EOP process has \$100,000 available and applications are due 2/17 with no late applications accepted. The Conference Committee will review; staff will provide their own reviews. Las year applications averaged \$5,000 and \$27,000 based on \$250,000 available with \$2,500,000 in funds requested.

**Funding process**

Preliminary study has been done and working on RFP for full study. 2014 contracts will be extended 1 year with exception of federally funded agencies, neighborhood centers program funding and employment programs. Perhaps Jim O’Keefe could attend a future ECCEC meeting to update on the process. Host added that the Child Care Worker position on the ECCEC is still open. If you are aware of anyone let Monica know.

6. [31496](#) ECCEC Subcommittee

The March 13, 2014 subcommittee will consist of Dittrich-Templin, Kratowicz and Simms. Lasky will be unable to attend the March meeting.

#### ADJOURNMENT

**MOTION BY KRATOWICZ, SECONDED BY SIMMS TO ADJOURN THE MEETING AT 9:42 AM. Motion passed by voice vote.**