

**Georgia Department of Early Care and Learning  
PDG B-5 Advisory Committee Meeting Minutes  
November 14, 2019**

**Attendees**

**Guests:**

<b>Last Name</b>	<b>First Name</b>	<b>Agency</b>
Ferner Sitkoff	Erica	Voices for Georgia's Children
Gilbert	Shalaylah L.	Family Ambassador
King	Hows	Discovery Point
Leatherwood	Nathan	Calhoun Schools
Okunoren-Meadows	Wande	Little Ones
Perreault	Joe	Professional Family Child Care Alliance of Georgia
Ramsey	Sandra	Professional Family Child Care Alliance of Georgia
Rector	Debbie	Dalton Day Care Center, Inc.
Rosenthal	Ann	ARC, Inc.
Runkle	Pam	Quality Care for Children
Tre' Hutchins	Leroy	Family Ambassador

**Carl Vinson Institute of Government Facilitators:** Beverly Johnson, Melinda Williams Moore, Theresa Wright, Jennifer Inglett-Hendershot, Meghan Armstrong

**DECAL Staff:**

<b>Last Name</b>	<b>First Name</b>	<b>Title</b>
Jacobs	Amy	Commissioner
Adams	Susan	Deputy Commissioner of Pre-K and Instructional Supports
Adams	Clayton	Early Education Community Partnership Coordinator
Bassett	Clayton	Preschool Development Grant Director
Cosby	Kati	Early Education Community Partnership Coordinator
Cypret	Catherine	CAPS Special Projects and Initiatives Manager
Davis-Canteen	Glenda	Early Education Community Partnership Coordinator
Dover	Woody	Enterprise Project Management Director
Godding	Jasmin	Early Education Community Partnership Coordinator
Hudgins	Randy	Director of Research & Policy Analysis
Jacobs	Amy	Commissioner of DECAL
Jenson	Denise	Quality Rated Operations Director

Johnson	Shawnell	CAPS Family Support Director
Kasfir	Elisabetta	Deputy Commissioner for Federal Programs
Moore	Christi	Director of Professional Learning
O'Callaghan	Rob	Research and Policy Analyst
O'Meara	Jill	Early Education Community Partnership Manager
Peterick	Jess	CAPS Policy and Process Improvement Administrator
Ponder	Bentley	Deputy Commissioner of Quality Innovations & Partnerships
Ringsrud	Rian	Deputy Commissioner for Finance and Administration
Rowell	Edward	Early Education Community Partnership Coordinator
Stevens	Pam	Deputy Director for Child Care Services
Wagner	Laura	Quality Rated Policy and Partnership Director
Washington	Bridgette	Early Education Community Partnership Coordinator
Young	Liz	Gov't Relations and Special Projects

On November 14, 2019, the DECAL advisory committee meeting facilitated by Carl Vinson Institute of Government staff was called to order at 9:15 am by Commissioner Amy Jacobs.

Dr. Beverly Johnson opened the meeting with a welcome and introduction of staff from the Carl Vinson Institute of Government and the Department of Early Care and Learning (DECAL).

Deputy Commissioner Bentley Ponder and Quality Rated Policy and Partnership Director Laura Wagner then gave an overview of the Child and Parent Services (CAPS)/Quality Rated 2020 goal, the validation study of the Quality Rated program, and progress made towards the 2020 CAPS/Quality Rated goal.

Dr. Johnson gave an outline of the process of how recommendations from the advisory committee for the four areas of strategic focus (e.g. bonuses and incentives, provisional and probationary status, key milestones, and family messaging) from stakeholders at the critical issues forum on November 13, 2019 would be addressed. Dr. Johnson explained that she would introduce each strategic area of focus and the DECAL content expert for each area and then facilitate the feedback and recommendation process for each strategic focus area question item.

The facilitated feedback process began at 10:30 am.

Woody Dover, Enterprise Project Management Director, presented the proposed bonuses and incentives for providers seeking Quality Rated status in 2020. Dr. Johnson guided committee members in the recommendation process.

In response to question one, "Do you believe the type and structure of the incentives being offered will encourage CAPS providers to seek being rated earlier in the year?", committee

members recommended that DECAL should consider extending the timing of the program sign up incentive for December and disseminate clear information to providers in a timely fashion.

In response to question two, “Do you believe the incentives should be available to providers who are not currently CAPS providers if they agree to become CAPS providers upon achieving a rating in 2020?”, committee members recommended that providers who are not currently CAPS providers should be allowed to participate in these incentives with consideration that DECAL needs to be able to provide this incentive and that programs that receive families who participate in CAPS scholarships build capacity.

In response to question three, “Should the teacher incentives be paid to the teachers in the program at the time of the observation or to the teachers included in the portfolio?” committee members recommended that teachers who are present at the time of observation during the Quality Rated assessment process should receive the bonus. They also recommend that DECAL consider offering an incentive bonus at the time of portfolio submission and the teachers at the observation.

Denise Jenson, Quality Rated Operations Director, presented the proposed provisional status policies for providers seeking to become Quality Rated in 2020. Dr. Johnson guided committee members in the recommendation process.

In response to question one, “Which programs should be eligible for a provisional status and are there any special criteria we should use to determine if a program can be awarded a provisional status?” committee members recommended that a provisional status should be provided to newly licensed centers for 6-18 months. The committee advised that DECAL should consider not allowing centers to apply for this status until they have been in operation for 6 months and have completed 40 hours of professional development training and required Quality Rated training. They also recommended that in the last month of provisional status, the program should submit their Quality Rated portfolio to signify their readiness to move on from the provisional status. Committee members also suggested that DECAL could pursue a “grandfathered in” provisional status for entities experiencing ownership changes that already have a Quality Rated program.

In response to question two, “What payment rate for CAPS should providers with a provisional status receive?” committee members recommended providers with provisional status should receive the base rate for participation in the CAPS program without the tiered reimbursements or bonuses.

In response to question three, “How long could a provider operate and receive CAPS funding on a provisional status before they must be a 1, 2, or 3-Star Quality Rated program?”, committee members recommend that providers on provisional status should be given at least 12 months to remain on provisional status but suggests that DECAL should consider a flexible status that would extend up to 18 months.

Denise Jenson also presented the proposed probationary status for providers seeking Quality Rated status in 2020. Dr. Johnson guided committee members in the recommendation process.

In response to question one, “How long should programs be allowed to be on probationary status before they must become re-rated with 1, 2, or 3-Stars prior to DECAL transitioning CAPS children?” committee members recommended that providers that allow their star-rating to lapse be given up to 12 months on probationary status.

In response to question two, “What payment rate for CAPS should providers receive if they are on probationary status, should those that were previously 1, 2, or 3-Stars lose their tier bonus during this time?” committee members recommended that the payment rate should be reduced for providers who lapse in quality. The committee also recommends that DECAL review the provider before reducing the tiered bonus and to consider staggering the funding decreases upon revocation of star-rated status. The committee suggested considering a staged or tiered probationary period.

In response to question three, “Which entity should be responsible for overseeing the TA process that CAPS providers must undertake to show that they are ready to submit for a re-rating and what should the TA process include?”, committee members recommended that DECAL should be the entity responsible for overseeing the technical assistance and had no recommendations for what the technical assistance process should include.

In response to question four, “What happens if programs fail to achieve a 1, 2, or 3-Star rating at the time of their re-rate?” committee members recommended that DECAL consider the two scenarios:

1. The provider loses CAPS – or
2. The provider remains on probationary status.

The committee also recommends that DECAL considers allowing providers to stay on probationary status for a limited period of time before they lose the families they serve through the CAPS program.

Elisabetta Kasfir, Deputy Commissioner for Federal Programs, presented the key milestones proposed for providers seeking Quality Rated status in 2020 and for CAPS scholarships. Dr. Johnson guided committee members in the recommendation process.

In response to question one, “For milestone 1, is this the appropriate time for these to occur? Is there a better time? Should there be a different milestones?” committee members believed that the proposed deadlines are appropriate and recommends that DECAL should consider holidays in observation at the time of the deadlines.

In response to question two, “For milestone 2, is this the appropriate time for this to occur? Is there a better time? Should there be a different milestone?” committee members had no recommendations for milestone adjustments.

Shawnell Johnson, CAPS Family Support Director, presented on messaging for CAPS families. Dr. Johnson guided committee members in the recommendation process.

In response to question one, “What messages should be shared with families related to the CAPS/QR 2020 goal?”, committee members recommended that DECAL should look at a multi-layered communication plan corresponding with ECCE developmental milestones with consideration of a timely communication plan about when non-star-rated providers will no longer be eligible to serve CAPS families. The committee also suggested that DECAL give providers a week’s notification before messaging to families begins.

In response to question two, “When should the messages be delivered to families? Is there a specific timeframe?”, committee members recommended that DECAL should consider the appropriate messaging and communicate with families as soon as possible to allow families to be empowered to make a well-informed choice.

Commissioner Jacobs thanked the committee for their insights and time discussing the CAPS/Quality Rated 2020 goal and providing recommendations. Dr. Johnson also thanked all stakeholders, DECAL, and Carl Vinson Institute staff for their attendance.

The meeting was adjourned at 3:30 pm.