

Initial Plan for ECEAP Expansion Advisory Bodies

(03-26-17)

Overview

The expansion of ECEAP to an entitlement program will make the long-held dream of serving far more children and families a reality. To help DEL grapple with the challenges and seize the opportunities of this expansion amidst potentially significant changes at the state and federal level, DEL is creating the ECEAP Expansion Think Tank to seek insights and advice from current and potential contractors, partners and stakeholders. This will augment the existing role of the ECEAP Steering Committee and allow DEL and its partners to think about how our state can best:

- ✓ Build upon and expand ECEAP’s current strengths and capacities.
- ✓ Identify ways to recruit and prepare new contractors and subcontractors.
- ✓ Create a strong system of high-quality ECEAP services in mixed delivery settings.

Roles of Advisory Bodies

I. ECEAP Steering Committee

- a. Charge: (Changes to current purposes noted with underline and strike-through.)
 - ✓ Provide feedback, advice and insight about ECEAP expansion through the Think Tank and its committees such as the Contracting/Subcontracting Work Group.
 - ✓ Seek the input of the ECEAP contractors in their branch.
 - ✓ Serve as a venue for contractors to provide ongoing feedback, advice and expertise to DEL regarding ECEAP-related policy and issues.
 - ✓ Ensure ECEAP contractors are regularly informed about issues and changes related to ECEAP and the larger early learning system (at the state and national level).
 - ✓ Create a learning community that facilitates shared learning across partners.
- b. Membership: Selected current ECEAP contractors with assigned colleagues to represent

II. ECEAP Expansion Think Tank (about 35 members)

- a. Charge:
 - ✓ Provide insights and advice about obstacles to becoming an ECEAP provider and how to overcome them.
 - ✓ Serve as a venue to explore potential changes to ECEAP processes that can support expansion of high-quality ECEAP services along the legislatively-mandated timeline.
- b. Membership: A broad group of current and potential contractors, subcontractors, parents and partners. Initial ideas for the types Think Tank members (with consideration for overall diversity and statewide representation) are noted below:
 1. ECEAP contractors/Steering Committee
 2. ECEAP subcontractors
 3. K-12 leaders (current and potential contractors [superintendents, elementary school principals, ESD’s])
 4. Child care providers (centers, family homes, associations, and unions)
 5. State agency representatives (DEL, OSPI, DSHS)
 6. Partners (WSA, Child Care Aware, Thrive, etc.)
 7. Parents

Member Expectations. ECEAP Expansion Think Tank members are asked to make the following commitments:

- a. Embrace the strategy of expanding ECEAP in mixed delivery settings such as school districts, community agencies, child care, and tribal communities.
- b. Attend meetings and participate actively, seeking perspectives of those with different cultures, beliefs and interests.
- c. Offer insights and advice.

Member Time Commitment. Think Tank members are asked to devote between three and five hours per month to Think Tank work. This time is requested for activities such as reviewing research and best practices data, commenting on draft documents and gathering ideas and input from colleagues in the field.

Process and Logistics.

Agreement on Advice to DEL – Members are encouraged to come to agreement upon advice provided to DEL. However, differing perspectives will be noted.

Meeting Schedule – Meetings are anticipated six times per year, however, initial Think Tank meetings of 2-3 hours in length will be held in March and June of 2017. Venues are to be determined.

8. Tribal entities (current and potential contractors)
9. Higher education (two- and/or four- year higher education institutions, advocates)
10. Advocates (Children’s Alliance, ELAA, K-12, Higher Ed.)
11. Others who might be potential contractors or that might provide shared services or facilities (CAP agencies, private preschools, libraries, etc.)

III. Think Tank Work Groups

- a. Charge: With input from the Think Tank and ECEAP Steering Committee members, DEL initiates and sets the charge of work groups as needed. Work groups and DEL will determine their meeting frequency and schedule based on the needs and schedule for advice on each topic. An initial work group, focused on issues related to the contracting and subcontracting process as noted below. Work groups are charged to:
 - ✓ Deeply explore specific issues such as contracting and eligibility processes.
 - ✓ Provide insights and advice about changes to processes in their charge.
 - ✓ Provide updates to the Think Tank, seeking its advice on major elements of their work.
 - ✓ Serve as a venue to pilot potential changes to processes that can support expansion of high-quality ECEAP services
- b. Membership: Work group members will be drawn from Think Tank members and others who can provide needed advice and insights to advance the work group charge. Think Tank members and the ECEAP Steering Committee will provide input to DEL on the types of members needed and suggest individuals for work groups.

IV. Contracting/Subcontracting Work Group (16-20 Members)

To tap into emerging DEL plans to refine contracting processes across the agency while also exploring important elements of the ECEAP subcontracting process, DEL is planning to expand the charge of the previously planned subcontracting committee to address issues at the contracting and subcontracting levels. DEL will be considering the best way to incorporate previous interest in participating in the subcontracting WG with the broader set of potential members needed (as noted in “Membership” below).

- a. Charge: Provide insight and advice regarding changes to ECEAP contracting and subcontracting processes, tools and documents.
- b. Membership: This work group will be established with a smaller set of members than the Think Tank to allow the group to work efficiently and effectively. Initial ideas for the types work group members (with consideration for overall diversity and statewide representation) are noted below:
 1. ECEAP contractors
 2. ECEAP subcontractors
 3. K-12 representatives (current and potential contractors [superintendents, elementary school principals, ESD’s])
 4. Child care providers (centers, family homes, associations and unions)
 5. Tribal entities (current and potential contractors)
 6. State agency representatives (DEL, OSPI, DSHS)
 7. Partners (WSA, Child Care Aware, etc.)
 8. Advocates (Children’s Alliance, ELAA, etc.)
 9. Others who might be potential contractors or that might provide shared services or facilities (CAP agencies, private preschools, libraries, etc.)