



Family Child Care Task Force Minutes

December 16, 2019

6:04 pm to 8:53 pm

Ridgedale Library, 12601 Ridgedale Drive, Minnetonka, MN 55305

Robert H. Rohlf Room

Appointed Task Force Members Present

Ann McCully	Ariane Bromberg, by phone	Cyndi Cunningham
Erin Echternach, by phone	Heidi Hagel Braid	Hollie Saville, by phone
JoAnn Smith, by phone	Julie Seydel	Kelly Martini
Kim Leipold	Lauryn Shothorst	Liz Harris
Rep. Ami Wazlawik, Co-chair	Rep. Lisa Demuth	Reggie Wagner, DHS Commissioner's designee
Samantha Chukuske, by phone	Scott Marquardt, by phone	Sen. Mary Kiffmeyer, Co-chair
Sen. Melissa Wiklund	Tiffany Grant	

Appointed Task Force Members Absent

Dan Dorman	Erin Johnson-Balstad	Lanay Miller
Marit Woods	Stephanie Hogenson	

ACET Facilitators Present

Brad Krueger	Jolene Roehlkepartain	Stella SiWan Zimmerman
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Each Task Force member received the following materials:

- Agenda;
- Meeting notes from the November 12, 2019, Task Force meeting and appendix;
- Proposal to Task Force regarding the survey;
- Draft of Family Child Care Task Force survey for former providers;
- Draft email from Family Child Care Task Force to ask former licensed family child care providers to take the survey; and
- Suggested changes to the Family Child Care Task Force survey, submitted by Sen. Kiffmeyer.

Welcome

- Co-chair Ami Wazlawik began the meeting at 6:04 p.m.
- Task Force members each introduced themselves.

Business Items

- The Task Force meeting notes were reviewed. JoAnn Smith moved to accept the minutes and the appendix from the November 12, 2019, meeting, and Co-Chair Mary Kiffmeyer seconded the motion.
- The motion passed unanimously with 20 ayes. The votes:
 - Ann McCully, aye
 - Ariane Bromberg, aye
 - Cyndi Cunningham, aye
 - Dan Dorman, not present
 - Erin Echternach, aye
 - Erin Johnson-Balstad, not present
 - Heidi Hagel Braid, aye
 - Hollee Saville, aye
 - JoAnn Smith, aye
 - Julie Seydel, aye
 - Kelly Martini, aye
 - Kim Leipold, aye
 - Lanay Miller, not present
 - Lauryn Schothorst, aye
 - Liz Harris, aye
 - Marit Woods, not present
 - Rep. Ami Wazlawik, aye
 - Rep. Lisa Demuth, aye
 - Reggie Wagner, aye
 - Samantha Chukuske, aye
 - Scott Marquardt, aye
 - Sen. Mary Kiffmeyer, aye
 - Sen. Melissa Wiklund, aye
 - Stephanie Hogenson, not present
 - Tiffany Grant, aye
- Meeting evaluations from the November 12, 2019, meeting were generally positive.
- It was noted that the meeting was being recorded by audio. Audio recordings and meeting transcripts will be posted on the Task Force website.
<https://mn.gov/dhs/family-child-care-task-force>.

Task Force Duty #1

- Duty #1: *Identify difficulties that providers face regarding licensing and inspection, including specific licensing requirements that have led to the closure of family child care*

programs, by reviewing previous survey results and conducting follow-up surveys, if necessary.

Presentation and Discussion:

- Beth Fraser, Manager of Policy, Legislation & Stakeholder Engagement for the Licensing Division at the Minnesota Department of Human Services gave an overview of the survey proposal.
- After her presentation, members of the Task Force, asked questions and discussed the proposal.
- Peder Garnaas-Halvorson, Lead Data Analyst for the Licensing Division at the Minnesota Department of Human Services provided an overview of the survey process and data collection.
- After Peder's overview, members of the Task Force, asked questions and discussed the proposal.

Discussion:

- ACET Facilitator Stella SiWan Zimmerman divided the members into three groups to discuss the proposed survey questions for Task Force Duty #1:
 - Group A Discussed the demographics questions from Question 1-6.
 - Group B Discussed questions 9-13 and 15-19.
 - Group C Discussed questions 7, 8, and 14 and what is missing from the survey.
- The appendix includes visuals from the small-group discussions and the full-group discussion.

Next Steps

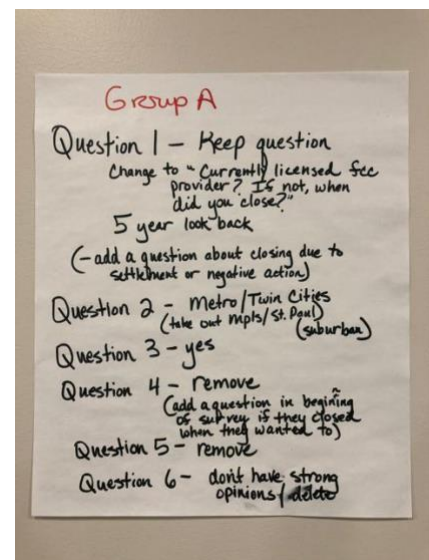
- Co-chair Ami Wazlawik summed up the next steps for the Task Force including creating a new draft of the survey based on the feedback and discussion from this meeting and to delve into more information around the logistics of conducting the survey.
- Task Force members were asked to complete the meeting evaluation feedback form.
- The meeting adjourned at 8:53 p.m.

Appendix

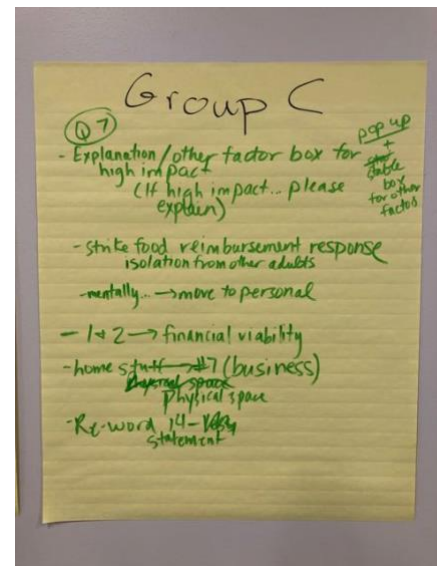
Visuals of the Discussion for Task Force Duty #1: *Identify difficulties that providers face regarding licensing and inspection, including specific licensing requirements that have led to the closure of family child care programs, by reviewing previous survey results and conducting follow-up surveys, if necessary.*

During the December 16, 2019, Task Force meeting, ACET facilitators asked Task Force members to work in three groups to discuss the proposed survey questions regarding Task Force Duty #1. What follows are visuals of the work from the individual groups. Group B did not create a visual display. Group B included Cyndi Cunningham, Liz Harris, Lauryn Schothorst, Reggie Wagner, and Sen. Melissa Wiklund.

Visual from Group A, which included Kim Leipold, Ann McCully, Sen. Mary Kiffmeyer, Erin Echternach, Ariane Bromberg, Samantha Chuckuske, JoAnn Smith, Scott Marquardt, and Hollee Saville:



Visual from Group C, which included Kelly Martini, Rep. Ami Wazlawik, Heidi Hagel Braid, Julie Seydel, Tiffany Grant, and Rep. Lisa Demuth:



Each of the three groups then presented their recommendations, which ACET facilitator Brad Krueger captured, as shown below.

