Nevada Early Childhood Advisory Council

Executive Leadership Subcommittee Meeting Minutes
Tuesday, September 1, 2026, 11:00 a.m.–12:30 p.m.
Virtual via Zoom, Meeting ID: 874 7306 4118, Meeting Passcode: 931429

Attendance

Members' Present

- Tiffany Alston, Executive Leadership/Policy and Finance Co- Chair
- Patrice Gardner, Executive Leadership Subcommittee Co-Chair
- Tiffany Olivas, Family Leadership and Engagement Subcommittee Co-Chair
- Zepporah Cousin-Lee, Family Leadership and Engagement Subcommittee Co-Chair
- Brianna Cambra, Communication and Engagement Subcommittee Co-Chair
- Marty Elquist, Data Subcommittee Co-Chair
- Amanda Haboush-Deloye, Data Subcommittee Co-chair
- Dr. Jamelle Nance, Communication and Engagement Subcommittee Co-Chair
- Dr. Jerek Hough, Workforce Development Co-Chair

Members Not Present

- Denise Tanata, Policy and Finance Co-Chair
- Jamie Mendez, Workforce Development Co-Chair

Members of the Public

- Sabrina Jones, ECAC System Coordinator, NDE, Office of Early Learning and Development
- Rachel Stepina, Preschool Development Grant Manager, NDE, Office of Early Learning and Development
- Anna Villatoro, Family Leadership and Engagement Subcommittee Member, The Children Cabinet
- Sabrina Petrel, Community member

Minutes

1. Call to Order and Roll Call

Roll call was conducted.

2. Public Comment #1

Rachel Stepina shared that the Preschool Development Grant Birth through Five SMART forecast was expected to post on Grants.gov on September 17, 2026. She provided the assistance listing number, 93.434, and noted that PDG B-5 information, community-input opportunities, and technical-assistance webinars were being tracked on the Nevada PDG B-5 platform.

3. Approval of Flexible Agenda

- Tiffany Alston moved to approve the flexible agenda.
- Amanda Haboush-Deloye seconded the motion.
- No opposition was heard, and the motion passed.

4. Approval of August 4, 2026, Meeting Minutes

- Members were provided with time to review the August 4, 2026, minutes.
- Amanda Haboush-Deloye moved to approve of the minutes
- Tiffany Olivas seconded.
- No opposition was heard, and the motion passed.

5. Co-Chair Report

- Patrice Gardner announced that the new Nevada ECAC website was live. She reported that Communication and Engagement Co-Chairs Brianna Cambria & Dr. Jamelle Nance, ECAC leadership Sabrina Jones and herself had participated in website maintenance training with the developers. Communication and Engagement will support website updates, while Sabrina Jones will maintain calendars, maintenance and other ongoing website content.

6. Subcommittee Updates

- Executive Leadership- Patrice Gardner discussed whether to move to a bi-monthly schedule now that the Strategic Plan and alignment work were largely in place; the formal schedule discussion occurred later under Item 12.
- Data- Marty Elquist reported on continued work on Strategic Plan activities and an upcoming October discussion related to the Children's Finance Project.
- Policy and Finance did not provide a formal update because Denise Tanata was absent.
  Tiffany Alson, report no update at this time, meeting was held and looking forward to the next meeting.
- Communication and Engagement- Dr. Jamelle Nance and Brianna Cambra reported work-plan organization, Facebook/social media planning, the family story-sharing tool, and website implementation.
- Family Leadership and Engagement- Tiffany Olivas welcomed its new Co-Chair and reported work on Objective 1.4, including a family-feedback mechanism, sustainable family incentives, engagement/storytelling strategies, outreach strategies, and review of the Family Engagement Plan; Objective 4.3 was identified as the next work-plan area.
- Workforce Development- Jerek Hough reported an upcoming evening meeting focused on National Workforce Definition and Nevada early childhood workforce representation.

7. ECAC Historical Timeline and Archive

- Patrice Gardner and Sabrina Jones presented the first draft of the ECAC historical timeline.
- Members discussed early ECAC funding, statutory and strategic-plan milestones, annual reporting, membership changes, and recent strategic planning. Members recommended adding bylaw revisions, local ECAC history/alignment, funding and grant history, policy context, source links, and a visual representation. Members also cautioned that language about Local ECACs should clearly describe alignment without unintentionally characterizing them as formal ECAC subcommittees.
- Sabrina was assigned to create one shared document for members to provide deeper feedback.
- Rachel Stepina recommended adding a DRAFT watermark while the working document is posted.

8. Legislative Updates and Partner Coordination

- The legislative update was tabled for the next meeting.

9. Governor's Workforce Development Board Child Care Subcommittee Update

- Brianna Cambra reported that she had contacted the Subcommittee Chair to confirm future meeting scheduling after a prior meeting was canceled. She was awaiting a response and will share scheduling information with the ECAC Chairs and Sabrina Jones when available.

10. Member Updates and Share-Out

- Patrice Gardner and Amanda Haboush-Deloye noted the September 26 Step Up for Kids event.
- Amanda Haboush-Deloye also shared that Children's Week is planned for March 29–31, 2027, with an October planning meeting anticipated, and that bill tracking is underway.

11. Discuss Items for the Next Meeting and Future Agenda Item Requests

- Tiffany Olivas proposed a discussion on how ECAC can more intentionally connect with coalitions, councils, work groups, and other entities addressing early childhood topics.
- Patrice Gardner expanded the idea by suggesting a partner spotlight or similar opportunity for organizations to share initiatives. Members discussed mapping organizations and identifying who participates in each group.
- Rachel Stepina identified a 2019 stakeholder index as a possible starting point,
- Dr. Jamelle Nance referenced a prior network analysis showing connections and gaps.
- Patrice stated that this would be the next project after the historical timeline.
- Sabrina Jones recommended reviewing how the project aligns with the ECAC work plan and whether a Subcommittee should help facilitate the work.

12. Upcoming Meeting Schedule

- Patrice Gardner discussed with members regarding changing Executive Leadership meetings to bi-monthly.
- Dr. Jamelle Nance -Concern was raised that less frequent meetings could delay approvals and reduce responsiveness during the legislative season. Consensus was to keep the monthly schedule.
- Marty Elquist and Tiffany Alston also suggested planning lighter Executive Leadership agendas for months that include a General ECAC meeting.

13. Public Comment #2

- Amanda Haboush- Deloye requested to place the Zoom meeting link directly in ECAC calendar invitations so members can join without navigating through the agenda or website.
- Sabrina Jones and the Co-Chairs discussed testing this approach for the next meeting.

14. Adjournment

- Patrice Gardner adjourned the meeting at approximately 12:00 p.m. She reminded members of the upcoming General ECAC meeting.

Action Step Summary

- Sabrina Jones will create a shared feedback document for Executive Leadership members to review the ECAC Historical Timeline and provide additions, corrections, and source information in one location.
- Add a clear DRAFT watermark to the historical timeline while it remains a working document.
- Continue revising the historical timeline to include bylaw revisions, local ECAC history/alignment, funding history, policy/grant context, source links, and consideration of a visual timeline.

- Rachel Stepina will share the archived 2019 early childhood stakeholder index as a possible starting point for updated partner/agency mapping.
- Dr. Jamelle Nance will forward the prior network analysis/visual connection resource to Sabrina Jones.
- Sabrina Jones and Patrice Gardner will explore a partner/agency connection mapping project, including alignment with the ECAC work plan and whether a Subcommittee should support the work.
- Return the legislative update and historical timeline progress update to the next Executive Leadership agenda.
- Keep Executive Leadership meetings monthly; consider lighter agendas in months when General ECAC also meets.

One-Sentence Meeting Summary

Executive Leadership reviewed Subcommittee progress, advanced the ECAC historical timeline, identified partner/agency connection mapping as the next coordination project, retained monthly Executive Leadership meetings, and established several administrative and follow-up actions.