Nevada Early Childhood Advisory Council

Family Leadership and Engagement Subcommittee Public Meeting Minutes

Thursday, September 3, 2026

4:00 p.m. - 5:30 p.m.

Meeting ID: 889 9190 | Passcode: 927474

Attendance

Members' Present (10 of 13 present)

1. Cherry Clark, Developmental Specialist III, Nevada Early Intervention Services
2. Dazzrael Lyke, Developmental Specialist 4, Aging and Disability Services Division
3. Octavia McLaurin, Child Care Owner
4. Brittany Morris, Sped-Itinerant ECE Teacher, Washoe County School District
5. Tiffany Olivas, Childhood Comprehensive Systems Manager, The Children's Cabinet
6. Kate Pflueghoft, Assistant Grant Manager, Office of Early Learning and Development, Nevada Department of Education
7. Darby Porter, Youth Services Consultant, Nevada Library Systems
8. Deetra Stewart, Family Home Care Provider
9. Tina Springmeyer, Director, Department of Child and Family Services
10. Anna Villatoro, Family Leadership Coordinator, The Children's Cabinet

Members Absent

- Elizabeth Glover, CEO, Echoes of Excellence
- Tiarha Huerta, Senior Manager, Waterworks
- Betsy Newman, Part C Coordinator, Clinical Program Planner II, Nevada Department of Human Services IDEA Part C, Aging and Disability Services Division

Public in Attendance

- Laurie Henderson, Community Member
- Ngan Le, Community Member
- Zepporah Lee, Community Member
- Adriana Lemus, Parent Family Leader
- Maddison Proctor, Community Member
- Anna Whitehead, Community Member
- Morelia Villareal, Community Member
- Ana Gabriela Velasco
- Tiffany Alston, ECAC Chair
- Jennese Black, Nevada Department of Education
- Brianna Cambra, The Children's Cabinet
- Jamelle Nance, Early Childhood Policy Director, Children's Advocacy Alliance Nevada
- Sabrina Jones, Nevada Early Childhood Advisory Council Systems Coordinator, NDE, Office of Early Learning

Minutes

1. Call to Order and Roll Call

- Chair Tiffany Olivas called the meeting to order shortly after 4:00 p.m. and welcomed all members and public attendees.
- Secretary Darby Porter conducted roll call and confirmed quorum with ten members present.
- Chair Tiffany Olivas reminded everyone to complete the attendance form using the Zoom chat link to ensure accurate meeting records.

2. Public Comment #1

- Chair Tiffany Olivas opened the floor for Public Comment #1. She noted that public comment is prioritized in the Family Leadership and Engagement Subcommittee and may be provided again later in the meeting following discussion items.
- No public comments were offered at this time.

3. Approval of Flexible Agenda (For Possible Action)

- Chair Tiffany Olivas requested a motion to approve a flexible agenda, which would allow items to be taken out of order depending on time constraints or presenter needs.
- Motion: Deetra Stewart.
- Second: Kate Pflueghoft.
- The motion passed unanimously. No members opposed or abstained.

4. Approval of June 4 and August 6, 2026, Meeting Minutes (For Possible Action)

- Chair Tiffany Olivas reminded the group that the June 4 minutes were not available at the August meeting, which required tabling their approval. She asked whether anyone needed the minutes displayed on screen; no members requested a screen share, indicating they had reviewed them in advance.

Approval of June 4 Minutes

- Motion: Kate Pflueghoft.
- Second: Jennese Black.
- The motion passed unanimously.

Approval of August 6 Minutes

- Motion: Jennese Black.
- Second: Tina Springmeyer.
- The motion passed with one abstention from Anna Villatoro, who was absent during that meeting.

5. Chair and Co-Chair Report (Informational)

- Chair Tiffany Olivas welcomed Zepporah Lee as the new Co-Chair of the Family Leadership and Engagement Subcommittee. Although not officially added to the roster until the next cycle, Zepporah attended the August meeting and the Executive Leadership meeting earlier in the week.
- Zepporah shared her background in family leadership, including her daughter's autism diagnosis, her involvement with Early Head Start and Sunrise Children's Foundation, and her commitment to helping families navigate early childhood systems through advocacy and shared resources. She expressed her excitement about joining the Subcommittee and supporting statewide family leadership efforts.

- Public participant Tiffany Alston highlighted Zepporah's longstanding leadership, including chairing the Early Head Start Policy Council in Las Vegas for three years and participating in roundtable discussions with Representative Steven Horsford to advocate for Head Start programs.
- Chair Tiffany Olivas shared insights from her recent meeting with Utah's long-standing Family Leadership Advisory Board and summarized several practices the group found effective over years of refinement:
- Comprehensive parent onboarding to support confidence and participation.
- Incorporating icebreakers to build relationships.
- Establishing group norms to enhance clarity and consistency.
- Encouraging parent-led leadership across committees.
- Gradually shifting power structures to meaningfully elevate family voice.
- Members expressed interest in exploring how some of these practices might complement ECAC structures while honoring Nevada's Open Meeting Law requirements.

6. Follow-Up - Share Your Story Document Review (Review and Discussion)

- Co-Chair representative Dr. Jamelle Nance, Communication and Engagement Subcommittee, provided updates on revisions made to the Share Your Story tool, reflecting feedback gathered from Family Leadership and Engagement during the June and August meetings.
  Dr. Jamelle Nance noted the following improvements:
- The introduction language was simplified for clarity and accessibility.
- Navigation was improved using skip logic tailored to parents or professionals.
- Story categories and prompts were clarified.
- Consent language was expanded to explain precisely how stories may be used.
- Options were added for families wanting follow-up contact.
- The tool was made accessible in multiple locations on the newly updated ECAC website.
- Chair Tiffany Olivas shared her screen to demonstrate the updated webpage, noting improved layout, clearer guidance for families, and more accessible entry points for sharing their stories.
- Members expressed appreciation for how their feedback contributed to substantial improvements in clarity, tone, and family-centered usability.

7. Family Leadership and Engagement Work Plan (Review and Discussion)

- Chair Tiffany Olivas facilitated continued work on the Family Leadership and Engagement Work Plan aligned with Objective 1.4 and Goal 4.3 of the ECAC Strategic Plan.

Developing a Formal Feedback Request Process

- Members and participants discussed creating a shared submission form for agencies to request Family Leadership and Engagement review; encouraging early engagement rather than last-minute review of finalized materials; publishing timelines and processes on the Family Leadership and Engagement webpage; and ensuring transparency and fair turnaround expectations.

Legislative Preparation for 2027

- Given the proximity of the 2027 Legislative Session, members discussed short-term opportunities for supporting family engagement in public policy, including brief monthly training segments such as elevator speech drafting, writing testimony, and letters to legislators; coordination with the Policy and Finance Subcommittee; collaboration with the Children's Advocacy Alliance, which will prepare one-pagers and guidance materials; and preparation for Children's Week at the Legislature in March 2027.

- Chair Tiffany Olivas requested that she and Zepporah Lee attend the September 24 Policy and Finance Subcommittee meeting to explore how Family Leadership and Engagement can support coordinated family advocacy statewide.

Rotating Subcommittee Updates

- Members discussed inviting Subcommittee Chairs from Data, Workforce Development, Communication and Engagement, and Policy and Finance to periodically share updates that may require family collaboration or feedback.

Alignment with Nevada Department of Education's Advisory Council for Family Engagement

- Member Tina Springmeyer recommended exploring alignment with the Nevada Department of Education's Advisory Council for Family Engagement. Chair Tiffany Olivas agreed to attend the Council's September 29 meeting and report back to Family Leadership and Engagement at the next meeting.

8. Members Share-Out (Informational and Discussion)

- Chair Tiffany Olivas did not formally open Item 8 for member announcements. Due to time constraints and ongoing discussion under the Work Plan agenda item, the Subcommittee moved directly to Public Comment #2.
- No members provided share-out updates during this agenda item. Resources and comments were instead offered during Public Comment #2 later in the meeting.

9. Discuss Items for the Next Meeting and Future Agenda Item Requests (Discussion)

- Items identified for the October 1, 2026, agenda included:
- Continued development of the Work Plan.
- Legislative advocacy preparation.
- Policy and Finance Subcommittee follow-up.
- Alignment discussion with statewide family engagement entities.
- Review of minutes.

10. Upcoming Meeting Schedule (Review and Discussion)

- Upcoming ECAC and Subcommittee meetings were noted as follows:
- Workforce Development: September 8, 2026.
- General ECAC: September 16, 2026.
- Communication and Engagement: September 22, 2026.
- Policy and Finance: September 24, 2026.
- Family Leadership and Engagement: October 1, 2026.
- Executive Leadership: October 6, 2026.
- Data Subcommittee: October 15, 2026.

11. Public Comment #2

- Chair Tiffany Olivas opened Public Comment #2 and reiterated that comments may be offered on any matter within the Subcommittee's jurisdiction. She also reminded attendees that no action may be taken on items raised during public comment unless placed on a future agenda.
- Chair Tiffany Olivas asked whether anyone had public comment to share.
- Kate Pflueghoft provided two resources for families and noted she would be brief due to time:

- Family Resources from PDG B-5: https://www.first5nevada.org/news-and-articles/new-family-tools-from-the-department-of-education/
- ACT4Kids Northern Nevada Family Engagement Workshop - October 3, 2026: https://act4kidsnevada.org/news/family-engagement-workshop/
- Kate explained that the PDG B-5 resources were developed to support families accessing early childhood services statewide. She also highlighted that the ACT4Kids workshop is a free opportunity for families in Northern and Rural Nevada to learn how to navigate healthcare systems and advocate for their children's needs.
- Chair Tiffany Olivas expressed appreciation, sharing her interest in learning more about ACT4Kids and noting the relevance of these resources for families attending the meeting.
- Anna Villatoro reacted positively to the resources shared.
- Anna Villatoro offered heartfelt appreciation to the families present, thanking them for attending and emphasizing that their voices matter deeply in shaping early childhood systems.
- Chair Tiffany Olivas asked once more whether any additional public comment was offered. Hearing none, she thanked attendees for their engagement and contributions.

12. Adjournment

- Chair Tiffany Olivas adjourned the meeting at 5:32 p.m., thanking all members, families, and community partners for their active participation and meaningful contributions.

Action Step Summary

- Family Leadership Practices: Continue exploring onboarding, group norms, relationship-building, and parent-led leadership practices that may complement ECAC structures.
- Family Feedback Process: Continue developing a formal process and shared submission form for agencies requesting Family Leadership and Engagement review, including clear timelines and expectations.
- Legislative Preparation: Tiffany Olivas and Zepporah Lee will attend the September 24 Policy and Finance Subcommittee meeting to explore coordinated family advocacy and preparation for the 2027 Legislative Session.
- Subcommittee Coordination: Consider rotating updates from Data, Workforce Development, Communication and Engagement, and Policy and Finance when family collaboration or feedback is needed.
- Statewide Family Engagement Alignment: Tiffany Olivas will attend the September 29 Nevada Department of Education Advisory Council for Family Engagement meeting and report back at the next Family Leadership and Engagement meeting.
- October 1 Agenda: Continue Work Plan development, legislative advocacy preparation, Policy and Finance follow-up, statewide family engagement alignment, and minutes review.

Meeting Summary

The Subcommittee welcomed Zepporah Lee as incoming Co-Chair, reviewed updates to the Share Your Story tool, continued Family Leadership and Engagement Work Plan planning, discussed preparation for the 2027 Legislative Session and coordination with Policy and Finance, and identified next steps for statewide family engagement alignment.