

Department of Early Learning Negotiated Rule Making Team Meeting
June 16, 2007, North Bend, Washington

Instead of the original agenda distributed prior to the meeting, team members decided to craft a modified agenda which would better suit the day’s purpose. The following revised agenda guided our discussion:

Overall Goal:

The purpose of this Negotiated Rule Making Team (NRMT) is to develop a set of rules and recommendations about issues that affect the health, safety, learning and quality of environment for children that is supported by parents, early care providers, health/ safety experts and interested stakeholders. The NRMT’s proposed rules will then move on to the legal and legislative proceedings (and formal public comment period) before they can be formally adopted.

Today’s Meeting Objectives:

- Confirm upcoming meeting logistics - dates, times and locations, lunches;
- Hear subgroup presentations;
- Agree on the general intents that will drive the WAC; and
- Determine next steps.

<i>Time</i>	<i>Topic</i>
10:15	Welcome, Check in with participants
11:00	Future meetings; Update on translation of notes
11:15	Work Group Meetings
11:45	Work Group Presentations & Get Lunch
12:30	Commonalities & Themes to Take Forward
2:45	Determine Next Steps
3:10	Summary, Action Items, August agenda
3:30	Adjourn

Future Meetings

Most library or other free meeting spaces only accept reservations 90 days prior to the meeting dates, so Judy Jaramillo (DEL) has not been able to confirm availability very far in advance. The August 11, 2007 meeting is tentatively scheduled for the Ellensburg library; Judy will send out confirmation of that location as soon as possible. Likely start time will be 10:00 or 10:15 am and ending time will be 3:30 to 3:45 pm. The meeting will include a working lunch which will be provided for NRMT members courtesy of DEL and SEIU.

August 11, 2007 –scheduled for Ellensburg

September 15, 2007 – west side

October 27, 2007 – east side; conflict with this date, it will likely be rescheduled.

December 8, 2007 – west side

Translation of Meeting Notes

The request for translation of NRMT information has come up repeatedly and Judy Jaramillo has run into difficulty getting approval/funding for this. A small group (Donna, Sue and Judy) will get together and explore options for translation and then report back to the larger group.

Work Group Presentations

The (small) work groups had been given this pre-work:

Meet with your groups to “flesh out” the general categories you’d like to see included in the WAC:

- Consider the intent you’d like to see prefacing the major categories
- Refer to the existing WAC’s (What would you like to carry forward? Incorporate it into your draft design)
- Refer to the group’s Vision from our May 19 meeting (see attached document) to be sure you’ve included what this group identified
- Each group will be asked to present their design and we will spend the meeting working on meshing each group’s ideas.

Interestingly, each of the work groups interpreted their pre-work differently and presented information in ways different from each other. . For example, the C & C group, headed by Marge Johnson, created a format and provided an extensive list of subtopics under several major headings, while another group focused on the higher level intent – guiding principles that drive the WACs that are developed.

Hard copies of the individual groups work were distributed during the meeting.

The larger group commented on the differences in format, style and presentation and decided the differences represented an advantage that we could leverage, by having the smaller groups work on different elements of the collective task

Decisions and Next Steps

- Moving forward, the NRMT decided to adopt the “wheel model” that the West Side Story work group presented a few meetings ago to be used as a draft model (subject to continual refinement and modification) for the major topic areas the NRMT wants included in the new WAC. An e-copy of the wheel would be helpful.
- The NRMT was generally pleased with the guiding principles presented by the West Side Story group (Karen as Lead), committee members wanted to review them at the August meeting. The pre-work for the August 11 meeting for this group is to review and edit the guiding principles they presented, suggest a format and placement for them.
- The A Team’s (Debbie Knighten is lead) s pre-work will involve using the Issues Matrix that the committee has previously reviewed and beginning to answer those questions using the Staff Qualifications as the first topic for exploration. Also, this group was asked to consider possible subject matter experts for this topic. The Issues Matrix asks:
 - ⇒ The INTENT of the WAC - i.e. Why do we need a WAC?
 - ⇒ What areas (issues, not necessarily subtopics) need to be addressed?
 - ⇒ What do we know? What don’t we know?
 - ⇒ What concerns or complicating factors are there?
 - ⇒ What does the NRMT recommend?
- The C & C Team (Marge Johnson is Lead) will continue to format and identify subtopics for the major topic headings identified in the wheel model. They will use the wheel model’s language (For example, the Wheel Model describes a major topic heading as Home & Yard. In May’s visioning work, that topic heading was referred to Indoor & Outdoor Environment). They will try to identify referrals and/or subtopics that appear in multiple categories and should be referenced.

These notes are not intended to be all inclusive, but rather to share what the facilitator captured though group discussion and flipchart notations. Additional notes may be available.