

**PDAC Steering Committee**  
**January 25, 2024**  
**Minutes**

Bela Mote	Joellyn Whitehead	Lynn Burgett
Beth Knight	Johnna Darragh Ernst	Marcus Brown
Christi Chadwick	Julie Lindstrom	Marcy Mendenhall
Gabriel Holmes	Kat Connor	Marsha Hawley
Gail Nelson	Kimberlee Hendricks	Rebecca Livengood
Hollie Hoole	Laurie Rhodes	Shauna Egeh

**Welcome** – Shauna Egeh and Johnna Darragh Ernst welcomed participants to the meeting.

- Lynn Burgett was welcomed as the new Workforce Development and Pathways Committee Tri-Chair.
- Gabriel Holmes, Workforce and Professional Development Coordinator, at the Illinois Department of Human Services (IDHS) was also introduced as a new member of the Steering Committee.

**Review and Approval of the Minutes**

- October 25, 2023
  - Bela Mote moved to accept the minutes.
  - Kate Connor seconded the motion.
    - Minutes approved.

**PDAC Strategic Planning**

- Members focused on the draft strategic plans in order to look for intersections of work, opportunities of collaboration and partnership, or any redundancies.
- Steering reviewed their goals and objectives to receive feedback and implement any suggestions.
  - Goal 1: Ensure PDAC Steering and all PDAC members have awareness of depth, breadth, history and importance of PDAC's work.

Objectives:

    1. Review existing onboarding process for new PDAC members.
      - a. Identify gaps/areas for expansion.
    2. Develop a more structured onboarding process for new PDAC members.
    3. Capture history of PDAC and incorporate into onboarding.
      - a. Document the work of PDAC.
    4. Review and decide whether to bring back former assigning of mentors to new PDAC members.
  - Goal 2: Ensure PDAC continues to be a strong and productive advisory group to the Illinois Department of Human Services (IDHS) through member leadership development.

Objectives:

    1. Identify and review succession planning protocols used successfully by other groups and councils.
    2. Determine if succession planning protocol should be established for PDAC.

- Goal 3: Ensure all relevant state agencies and other needed constituencies are represented on PDAC.  
Objectives:
  1. Engage with Department of Children and Family Services (DCFS) as a needed and valued partner at the table.
  2. Enlarge IDHS representation in areas that are under-represented.
  3. Review other states and identify successful ways teacher/workforce voice is incorporated into system design and development.
- Goal 4: Increase Information Technology representation on PDAC.  
Objectives:
  1. Scan current members for information technology expertise.
  2. Recruit PDAC members with technology knowledge and skillsets to inform PDAC's work.
    - *Question: What type of technology expertise are we looking to bring forward to PDAC such as Information and technology, word skills, and/or data mining? During the PDAC Steering retreat conversations were held around: artificial intelligence, lack of people with technology expertise in the ECE field so they are not at the PDAC table to begin with, and things we don't know that would impact our work in early childhood. Steering will need to explore this further to help address the ability to recruit people to PDAC.*
- The following goal on the document we reviewed asks if this goal should be added to Steering as it impacts the work of all PDAC committees.
- Goal 5: Gain better understanding of how early care and education workforce has changed post-COVID (e.g. generationally, culturally etc.) in order to strengthen professional development supports.  
Objectives:
  1. Review existing current workforce demographics. Compare to previous workforce demographics to ensure understanding of workforce changes.
  2. Identify gaps in knowledge and creative ways to capture additional knowledge needed for informed decision making.
  3. Ensure mental health needs, diversity, workforce work and life balance, generational, cultural, education, value placed on educational attainment, and other key factors and demographics related to workforce are captured and integrated.
    - *Question: Some of this is overarching to look at understanding the implications for specific needs, resources, or responses. Would you expect those needs or resources to be filtered to appropriate committees for next steps? Answer: Steering would organize and encapsulate the work as it would influence other committees to inform actionable items using a scaffolding approach and disseminate to committees.*
- PDAC Steering members agreed that Goal 5 should be added to the goals of the Steering Committee.
- It was announced that Carisa Hurley Davis from the Illinois State Board of Education (ISBE) will be joining PDAC Steering as a Tri-Chair in February.
- Workforce Development and Pathways
  - The Committee thought about where goals needed to be prioritized, combined, or where goals could be shared with other PDAC committees.

- Goal 1: Committee will combine the following two goals together for Goal 1 focusing on access and addressing barriers.
  - Goal: Improve workforce access based on current workforce/changing workforce needs and demographics.
  - Goal: Identify and address entry point challenges for the workforce.
- Goal 2: Explore ways to use technology to expand workforce accessibility to various programs offered.
  - The goal concentrates on technology and fits in well with the Steering goal regarding the importance of technology expertise in the ECE field. The WDP Committee would like to recruit individuals with IT expertise to be a part of the WDP Committee to facilitate technology as an entry point into the field.
- Goal 3: Develop targeted communication and messaging tools that appeal to a diverse potential workforce.
  - The goal is to continue to communicate with the field and educators about pathways for the workforce. Continue to develop tools for communication.
- The following two goals have the potential to be combined, will address the goals at the upcoming WDP meeting in February.
  - Goal: Identify innovative workplace flex strategies that may appeal to diverse workforce members to help employers stabilize the workforce.
  - Goal: Develop systems for identifying and sharing best practices and innovative models to strengthen and promote field flexibility and scaleup of successful models
- Qualifications and Credentials
  - Goal 1: Utilize PDAC approved definitions for Relationship-Based Professional Development (RBPDP) and Job-Embedded Professional Development (JEPD) by placing within Credential frameworks to expand opportunities for workforce development.
    - The QC Committee want to make sure language was reflective of both of those definitions so these definitions will be reviewed and be promoted for their use.
  - Goal 2: Inform and refine existing efforts to expand use of competency infrastructure for Gateways Credentials.
    - The goal has potential to be shared with the Higher Education Committee. Review how to expand access to the Professional Development Record (PDR) and look at uses and need for micro-credentials/badging.
      - Could have potential to match micro-credentialing/PDR with Illinois Cares for Kids program.
  - Goal 3: Utilize and maximize Illinois' well-developed existing competency infrastructure for Gateways Credentials by making it accessible and transparent to the field.
    - Will want to take time on the goal as the QC Committee want it to be a transparent and accessible process. Will require thought partnership with Steering to ensure that we are thinking about that accessibility and transparency piece.
  - Goal 4: Monitor and document progress of recommendations made to the Illinois Department of Child and Family Services (IDCFS) to streamline pathways through utilization of Gateways Credentials in licensing to increase access and transparency for the workforce.
- Higher Education
  - Goal 1 Develop systems for identifying and sharing effective practices and innovative models to strengthen and promote field flexibility and scaleup of successful models.
    - Will work to identify audiences to share information with and use information from other successful systems. Want to better capture how innovative the Illinois early childhood higher ed programs are compared to other disciplines and share successes.

- Goal 2: Expand (Scale up) identified successful innovative professional development models.
  - Potential to work with the Financial Supports Committee on recommendations to bring to scale identified models of work.
- Goal 3: Evaluate or provide guidance, strategies, and recommendations for approaches on how to support new and/or incumbent early childhood professionals in entering or sustaining the field and/or workforce.
- Goal 4: Utilize and maximize Illinois' well-developed existing competency infrastructure for Gateways Credentials by making it accessible and transparent to the field.
  - The goal is to make connections to better inform and share information with state agencies.
- Financial Supports
  - Goal 1: Identify and advance potential new financial supports.
    - Looking at how do you use and help elevate the apprenticeship model/PLA model to strengthen the early childhood workforce through different learner models.
  - Goal 2: Identify and support ways to advance compensation for the field.
    - Will monitor the impact of Smart Start on the field. Monitoring also includes the intersection of Smart Start along with the Great START program and how is it being utilized for the workforce.
  - Discussions were also held around dual language learners and how that helps support our work. How do we include this in professional development plans, and within staff in order to reflect the children in our classrooms. The Financial Supports Committee will draft a goal around this topic.

### Timeline of the Strategic Planning

- February, March, and April: committees will meet to make final revisions to goals and objectives. Committees will need to vote to approve their goals and objectives. The Steering Committee will review and approve goals and objectives as they are brought forward.
- May: Steering reviews and approves committee goals and objectives before sending them to full PDAC for approval in June. The final approved plan will be sent to IDHS.

### Adjourn

