# Data Subcommittee
# May 21, 2025 ~ 2:00-4:00 pm
# MINUTES

**Meeting Objectives:**

- Learn about the initial results of Baby & You Survey 2.
- Add additional resources to the Statewide Early Childhood Data Resource. Consider how to use or share this resource.
- Learn about data privacy policies and practices at CDPHE, CDEC, and Denver Preschool Program.
- Determine next steps to advance Subcommittee Priority 4.
- Advance the ECLC Strategic Plan and Data Subcommittee Priorities.

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**Virtual Attendance:**

Aaron Leavy, Ana Maria Bustamante, Bob Midland, Brooke Snyder, Carsten Baumann, Dawn Alexander, Elaine Maskus, Jessica Francis, Joni Koenig, Janelle Jenkins, Kelly Stainback-Tracy, Latisha Hobley, Maegan Lokteff, Rick Winter, Sarah Blackwell, Sarah Sena, Stephanie Martin, Stephanie Stout-Oswald, Susan Steele, Sydney Mock, Sheri Hannah-Bennet

**Welcome, Introductions & Approve Minutes**

Susan Steele called the meeting to order at 2:02 pm and reviewed the meeting objectives. She asked members to introduce themselves in the chat. She asked for a motion to approve the March 2025 meeting minutes. Rick Winter moved to approve the minutes as drafted, Ana Bustamante seconded, and the minutes were approved unanimously.

**Baby & You: Survey 2 Child Care Results**

Sarah Blackwell, Colorado Department of Public Health and Environment (CDPHE), gave an overview of Baby & You. Baby & You is a maternal and child health survey program that seeks to understand the perspectives and experiences of birthing people through a series of surveys over the first three years postpartum. It is a state funded data collection tool and they take input on the questions to include on each survey. She shared information about what has been included in the surveys administered so far.

She then focused on the Survey 2 Questions regarding childcare and the initial results. The following questions about child care were included:

- Ever had a routine child care arrangement for their 1-year-old
- Currently have routine child care arrangements for their 1-year-old
- Types of child care used in a typical week for 1-year-old
- Caregiver being paid to provide primary type of care used
- Preferring to use a different type of care than what they are currently using
- What type of care they would prefer to use
- Why they  are not using their preferred type of care
- Unable to find child care for a week or more in past year and reasons why
- Not taking, quitting, or changing a job or educational opportunity to meet child care needs

She provided an overview of the responses to each of the questions. See meeting slides for details. All of the results can be found on the Baby & You Data webpage.

On Survey 3, they will also ask child care questions, including information on the cost of care vs. household income information to show cost burden. She also shared how Subcommittee members can provide input on future surveys and receive updates about survey results.

Subcommittee members questions and answers included:

- Do the specific demographic groups have a large enough sample size to show statistical significance. Yes, because they oversampled specific populations.
- Has there been a crosswalk between the questions about resource insecurities and the resources available from 211? No, but they are hoping to add a link to where survey-takers can receive resources.

**Subcommittee Data Resource**

Susan Steele reminded members that the Subcommittee has a resource where we collect all of the early childhood data sources available. She encouraged members to add additional sources to the resource.

**Data Privacy Guidelines**

Joni Koenig, CDPHE, shared Data Governance practices at CDPHE. Each program understands the classification and sensitivity of the data collected; they create a data inventory including where data is stored and who has access to it; collect only the minimum necessary data to meet program goals; create Data User Agreements to formalize how data is used and shared; create processes for sharing data with authority via data sharing agreements; having a data privacy board that reviews requests; recording privacy incident reports; and creating policies for and monitoring data retention.

She shared additional details about Data Sharing Agreements. She encourages formal processes for determining sharing data. These should align with regulations, statute, or rules, but also be developed for programs without these rules. She shared several examples of what should be included in these agreements.

She shared other programmatic data policies, including Memorandums of Understanding, incident response policies, and data de-identification/release policies.

Subcommittee members asked questions about how these policies work within current changes to state or federal policies.

**CDEC Approaches to Data Privacy**

Kendra Dunn, Colorado Department of Early Childhood (CDEC), shared how CDEC is currently thinking about data in response to changes at the federal level. Groups within CDEC and at a larger state level meet frequently to determine how to respond to changes. They are discussing how to ensure CDEC is only collecting the data required to meet federal requirements and considering no longer collecting data that is not needed. They are also considering adding in a policy to gather consent from families when they are providing data.

Bob Midland, CDEC, then presented on the privacy practices being used at CDEC. CDEC's data privacy essentials include clear communication with families and collecting only the data needed for specified purposes. CDEC has access to family data collected during applications, administrative unit information, provider information, care provider information, information from background checks, and data from other departments through data sharing agreements. They follow federal and state regulations regarding data privacy, including FERPA, IDEA, HIPAA, Criminal History Record Information (CHRI), and state statutes. Additionally they protect Personally Identifiable Information (PII) by collecting only data necessary to fulfill the needs of the program, de-identifying and aggregating the data, encryption of data at rest and in transit, using the principle of least privilege; requiring consent when data is collected, data

sharing agreements and data access agreements for PII requests, data incident management and response, and CDEC staff training and awareness.

**Minimum Necessary Access Policies and Resources**
Cristal Cisneros, Denver Preschool Program (DPP), shared DPP's policies and practices around Minimum Necessary Access. DPP tracks data through high school and has data for approximately 78,000 students, and protecting data is very important. Minimum Necessary Access or "least privilege" means only giving individuals access to the data they need to perform their job. Data is not sold or rented to third parties and it is only shared with DPP for program purposes. They also have a robust data policy. She shared the specific flow chart that DPP uses to determine who has access to specific data. She explained role-based access control, data segmentation, and authentication and authorization. She also shared resources related to South Carolina's ECIDS policies, which can serve as an example for organizations for building their own policies.

**Member Updates and Public Comment**
- Rick Winter shared that Mile High United Way received a grant HCA-Health One and is working with United Ways from across the county to collect data on home visiting and wraparound supports.
- Carsten Baumann shared that CDPHE will be publishing an update to the data about services provided by the Maternal, Infant, and Early Childhood Home Visiting (MIECHV) Grant. It will be published soon.
- Maegan Lokteff shared that Child Care Aware of America just published their 2024 Price and Supply report, which includes information about Family Child Care slots nationally and in Colorado.

**Discussion: Next Steps**
Members shared ideas for future meeting topics. Ideas included presentations about the South Carolina ECIDs policies, the CORA process, and Institutional Review Board processes, and a discussion about how groups have made the data/reports accessible to the families/providers who provided their data.

**Next Steps, Final Thoughts and Adjourn**
The meeting adjourned at 3:55 pm.

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*Note: Any presentation requested by the ECLC does not constitute or imply an endorsement of the product, process, service, or organization by the ECLC.*

**ECLC Program Quality, Alignment & Access Subcommittee Charge:**
The Program Quality, Alignment, and Access Subcommittee (PQAA) of the Early Childhood Leadership Commission is charged with identifying opportunities for, and barriers to, the alignment of standards, rules, policies, and procedures across programs and agencies that support young children and to enhance the quality of and access to services and supports for young children.