

# Capital Area Child Care Coalition

## Caring for MI Future Regional Child Care Planning Grant

### Regional Coalition Workgroup Charter

#### Purpose

To increase the supply of high-quality child care, Region 7 (Eaton, Clinton, and Ingham Counties) created the Capital Area Child Care Coalition (CACCC). The coalition is a collaborative approach that considers the current child care gap (i.e., that the need for child care is greater than the number of available spots), staff recruitment and retainment, barriers to enter the child care provider market, and the cost to families seeking care.

By convening the business community, child care providers, municipal partners, education partners, and families, the CACCC will create a space to have conversations, gain shared insight, and join forces with a shared aim of improving child care in Region 7. All who have a stake in the quality and availability of child care will be in the same room with the same weight given to their perspectives through facilitated conversations. Research, including cataloging existing providers, surveying providers, and conducting family focus groups, will inform the conversations and help the coalition make data-driven decisions.

#### Focus Areas and Key Questions

**Availability:** How many registered child care providers are there in the region? Do existing child care providers have enough staff to fully utilize their program capacity? Is there a sufficient mix of options and availability to meet family needs/ budgets/ schedules? Do child care business owners sufficiently mirror the region's racial makeup?

**Quality:** Do the child care providers have enough highly qualified staff? What does staff turnover look like at child care facilities? What does the talent pipeline look like for the state of Michigan and our region. What educational credentials are needed for staff to consider staff highly qualified? How else should we define quality child care services? What if any curriculums are in use by child care providers?

**Access:** Do new entrepreneur child care providers understand regulatory and zoning requirements to establish a new child care business? Are child care providers accessing the existing support to understand requirements?

**Cost:** Can families afford the child care they need? Can child care providers retain staff and provide sufficient salaries?

#### Roles and Responsibilities

The responsibilities of the coalition members are as follows:

- Participate in bimonthly planning sessions to foster an understanding of our region and develop an action plan
- Assist with any connections to build relationships for community sessions
- Advise the Public Sector Consultants (PSC) team to monitor plan implementation
- Make modifications to the plan based on learnings
- Review any report summaries of activities

The steering committee's additional responsibilities beyond those of coalition membership are as follows:

- Support families by providing technical assistance on how to utilize their voice
- Undertake additional planning duties
- Participate in interim meetings in addition to coalition meetings
- Publicly advocate for CACCC efforts

## **CACCC Membership**

Membership in the CACCC is based on the grant requirements and the co-lead organizations' relationships in the community. This includes business and economic development partners, infrastructural child care organizations, child care delivery organizations, and family representatives. The CACCC is co-led by Lansing Economic Area Partnership (LEAP), Capital Area Michigan Works! (CAMW!), and United Way of South Central Michigan (UWSCMI).

### **Business and Economic Development**

Support with municipal policies that impact child care businesses, such as zoning, regulation, business needs, child care rates, and payment structure.

### **Organizations that Fund and Administrate Child Care**

Offer perspectives on the larger workings of child care in the region such as the overarching needs or strengths they see.

### **Child Care Delivery Organizations**

Offer an on-the-ground view of the region's child care needs, including staff and administration needs, center or home facility requirements, enrollment patterns, and outline of family needs.

### **Family Representatives**

A voice to the child care needs of working families in the region, including issues such as cost, availability, accessibility, family outreach best practices.

## **Meeting Schedule**

Meetings will be held every other month on an alternating schedule, with meetings during the traditional workday hours and in the early evening to allow schedule flexibility. All meetings will be made available virtually to allow participation without additional travel requirements. A participant stipend will be made available to family members and child care business owners for their time and participation for each CACCC meeting they attend.

## **Coalition Support**

PSC staff will be assigned to support the coalition to maximize productivity at meetings. PSC responsibilities are as follows:

- Develop and distribute meeting agendas and minutes
- Consolidate and distribute materials for workgroup member review
- Manage all administrative requirements associated with scheduling and conducting meetings
- Do project research
- Distribute survey and analyze results
- Conduct focus groups and coalition discussions