

# Winter 2025

## Professional Development Training Calendar



**YWCA Northwestern Illinois**  
**4990 East State Street, Rockford, Illinois 61108**  
**815.484.9442 Training Ext. 211 [www.ywcanwil.org](http://www.ywcanwil.org)**

## **YWCA Hours of Operation:**

Monday-Friday

8:00am – 5:00pm

Walk-Ins 8:30am-4:30pm





## **YWCA Building Closures:**


Wednesday, January 1<sup>st</sup>

Monday, January 20<sup>th</sup>



**\*Registration will close a week prior to all IN PERSON trainings,  
unless otherwise noted\***


Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Tuesday, 1/7/2025, Tuesday 1/21/2025 & Thursday, 1/30/2025  	<b>Program for Infant Toddler (PITC): Module 3</b>  Introductory  <b>Presenter: Andrea Capriotti</b>	6:00 PM to 9:00 PM (Session 1) 6:00 PM to 8:00 PM (Sessions 2 & 3)  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>Providers Ages 0-3</b>  This session explores brain development, early learning and language development, and appropriate curriculum planning for infants and toddlers. PITC's view of infants as active, self-motivated learners is explained and the role of the caregiver in supporting an infant's desire for exploration is considered. The perspective that is presented can be summed up in the following way: "All children are born wired for feelings and ready to learn" when provided nurturing relationships and a peaceful but engaging environment that supports all learners, including infants with special needs. Engaging discussion and activities support participant's learning.	<b>To register contact:</b> <b>Annemarie Toldo at</b> <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a>  CDA: 2,3,4,7 & 8  FREE  <b>*Registration closes at 5pm on 12/16/24*</b>  <b>*This is a 3-part series. Participants must attend ALL sessions and complete the online assessment, in order for credit to be given. *</b>


Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 1/11/2025  	<b>CPR &amp; First Aid Certification</b>  Introductory  Presenter: Jim Manson	9:00 AM to 2:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> This course is certified through the American Heart Association. It is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This course also covers anaphylactic shock.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b>  CDA: 1  FREE
Tuesday, 1/14/2025	<b>Classroom Through an Engagement Lens</b>  Introductory  Presenter: Stephanie Koclanis	6:00 PM to 7:00 PM  <b>Zoom Live</b>	<b>All Providers</b> Too often it feels we're struggling against students to get them to do what we need them to do instead of focusing on creating the conditions where they can be their best as a learner. In this training, participants will learn seven strategies to build engagement in their learning environment.	<b>To register click <a href="#">here</a></b>  CDA: 3 & 8  FREE
Wednesday, 1/22/2025	<b>No Drama Discipline</b>  Intermediate  Presenter: Stephanie Koclanis	6:00 PM to 7:30 PM  <b>Zoom Live</b>	<b>All Providers</b> Based on Dr. Daniel Siegal's research; Providers will learn: the true meaning of the "D" word, how to reach and connect with children, ways to redirect emotions, and tips on turning a meltdown into an opportunity for growth.	<b>To register click <a href="#">here</a></b>  CDA: 3 & 8  FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 1/23/2025	<b>Family Child Care Money Management</b>  Introductory  Presenter: Stephanie Siemens	6:00 PM to 8:30 PM  <b>Zoom Live</b>	<b>Family Child Care Providers</b> This course will be designed for beginners to intermediate providers with information on ways to reduce expenses, earn more money, and pay off debt. Information on hiring an employee and applying for a loan or grant. We will also discuss basic principles of retirement planning.	To register click <a href="#">here</a>  CDA: 5 & 6  FREE
Saturday, 1/25/2025  	<b>CPR &amp; First Aid Certification</b>  Introductory  Presenter: Jim Manson	9:00 AM to 2:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> This course is certified through the American Heart Association. It is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This course also covers anaphylactic shock.	To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a>  CDA: 1  FREE




Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Saturday, 2/8/2025  	<b>CPR &amp; First Aid Certification</b>  Introductory  Presenter: Jim Manson	9:00 AM to 2:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> This course is certified through the American Heart Association. It is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This course also covers anaphylactic shock.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  CDA: 1  FREE
Wednesday, 2/12/2025  	<b>Car Seats 101</b>  Introductory  Presenters: Stacy Zell-Weavel	6:00 PM to 8:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> Join us for a special hands-on training opportunity! Participants will learn about proper fit, use and installation of the different types of car seats available for children and why it is so important to use them correctly.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  CDA: 1  FREE
Wednesday, 2/12/2025	<b>(Un)Selfie: Why Empathetic Kids Succeed In our All-About-Me-World</b>  Introductory  Presenter: Stephanie Koclanis	6:00 PM to 7:30 PM  <b>Zoom Live</b>	<b>All Providers</b> “Empathy is seeing with the eyes of another. Listening with ears of another and feeling with the heart of another.” This training will explore why cultivating empathy in our children is so important. Providers will learn 9 habits/skills that will help children navigate the emotional and social challenges they will face throughout life.	<b>To register click <a href="#">here</a></b>  CDA: 3 & 8  FREE


Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday, 2/19/2025	<b>7 Types of Rest our Body and Brain Need</b>  Introductory  Presenter: Stephanie Koclanis	6:00 PM to 7:00 PM  <b>Zoom Live</b>	<b>All Providers</b> Rest is more than just sleep. In this training providers will discover the 7 types of rest and easy strategies to incorporate them into their busy lives.	<b>To register click <a href="#">here</a></b>  CDA: 1, 2 & 3  FREE
Thursday, 2/20/2025	<b>Translating Play-Based Learning for Families</b>  Introductory  Presenter: Stephanie Siemens	6:00 PM to 8:00 PM  <b>Zoom Live</b>	<b>All Providers</b> Explore and practice the features of high-quality documentation, including why and how to share it with families. In addition, learn how it can strengthen family engagement and deepen families' understanding of the link between play and learning.	<b>To register click <a href="#">here</a></b>  CDA: 4 & 8  FREE
Saturday, 2/22/2025  	<b>CPR &amp; First Aid Certification</b>  Introductory  Presenter: Jim Manson	9:00 AM to 2:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> This course is certified through the American Heart Association. It is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This course also covers anaphylactic shock.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b>  CDA: 1  FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
<p>Monday, 2/24/2025</p> 	<p><b>Family Child Care ExceleRate Orientation</b></p> <p>Introductory</p> <p>Presenter: Stephanie Siemens</p>	<p>6:00 PM to 8:00 PM</p> <p><b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b></p>	<p><b>Family Child Care Providers</b></p> <p>ExceleRate Illinois is the quality rating and improvement system for licensed family child care, licensed child care centers, Head Start, and Preschool for All programs. This orientation provides family child care providers an overview of the goals, quality indicators, benefits of participation, application process, and the system supports available for success at reaching each Circle of Quality.</p>	<p><b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b></p> <p>CDA: 5</p> <p>FREE</p>






Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Monday, 3/3/2025, 3/10/2025, 3/17/2025 & 3/24/2025 	<b>Strengthening Business Practices for Family Child Care Providers</b>  Introductory  Presenter: Stephanie Koclanis	5:00 PM to 8:00 PM  <b>In Person  YWCA  4990 East State  St., Rockford,  IL, 61108</b>	<b>Family Child Care providers</b> The <b><i>Strengthening Business Practices for Family Child Care</i></b> training addresses basic concepts in fiscal and operational management of family child care programs. The purpose of this training is to strengthen child care provider's foundational knowledge of fiscal terms, concepts, and practices. It encourages providers to realize the importance of fiscal planning to the sustainability of their business operations. It provides tips and best practices in fiscal, organizational, and financial goals and human resource documents in order to help break down the fiscal processes into manageable steps. There are four training sessions, each session in this training are 3 hours long.  There will be small group discussion and homework after each session. A business plan will need to be completed at the end of the series to achieve credit.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  CDA: 5 & 6  FREE  <b>*Registration closes at 5pm on 2/10/2025*</b>  <b>*This is a 4-part series. Participants must attend ALL sessions in order for credit to be given. *</b>

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Thursday, 3/13/2025	<b>Family Child Care Recordkeeping</b>  Introductory  Presenter: Stephanie Siemens	6:00 PM to 8:30 PM  <b>Zoom Live</b>	<b>Family Child Care Providers</b> We will examine ways to track income and expenses, food expenses and reimbursements, calculate Time-Space Percentage, deducting expenses, and claiming depreciation expenses. Through the discussions we will review these topics and how they affect your business profit. You will also learn recommendations that help you claim the maximum allowable deductions and pay the lowest possible federal taxes.	<b>To register click <a href="#">here</a></b>  CDA: 5 & 6  FREE
Tuesday, 3/18/2025	<b>Breathe, Move, Learn</b>  Introductory  Presenter: Andrea Capriotti	6:00 PM to 8:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> Mindfulness and how to be mindful can be a difficult strategy to teach young children. During this training, participants will learn about new ideas to help children remember to breathe, move, and learn while strengthening their social-emotional competency. Participants will also make their very own sensory bottle that can be used in their classrooms during those difficult moments.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b>  CDA: 2, 3 & 8  FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday, 3/19/2025	<b>Creating a Sensory Smart Environment</b>  Introductory  Presenter: Stephanie Koclanis	6:00 PM to 8:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> <b>*Free Sensory resources for participants*</b>  Our senses! They provide us with constant input about the world around us. In this training, providers will gain knowledge of 8 components that make up the sensory system, how the brain interprets the input, and ways to “smarten up” your program.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  CDA: 3, 7 & 8  FREE
Saturday, 3/22/2025  	<b>CPR &amp; First Aid Certification</b>  Introductory  Presenter: Jim Manson	9:00 AM to 2:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b>  This course is certified through the American Heart Association. It is a video-based, instructor-led course that teaches students critical skills needed to respond to and manage an emergency until emergency medical services arrive. Skills covered in this course include first aid; choking relief in adults, children and infants; and what to do for sudden cardiac arrest in adults, children, and infants. This course also covers anaphylactic shock.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  CDA: 1  FREE
Wednesday, 3/26/2025	<b>Director’s Dialogue</b>  Presenters: Lisa Bock and Stephanie Koclanis	12:00 PM to 1:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>Childcare Directors and Owners</b> <b>*Feel free to bring a sack lunch*</b>  Join our Director Dialogue for the latest CCR&R updates, networking with fellow directors (home childcare or centers), and gain actionable insights to elevate your program's quality and impact.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcawil.org">AnnemarieT@ywcawil.org</a></b>  FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
Wednesday, 3/26/2025	<b>Handling and Storage of Hazardous Waste</b>  Introductory  Presenter: Barb Lessman	6:00 PM to 8:00 PM  <b>In Person YWCA 4990 East State St., Rockford, IL, 61108</b>	<b>All Providers</b> When we think of hazardous waste, we typically think of manufacturing businesses; however, we handle and store hazardous waste in our homes, schools and daycares every day. Learn more about what is considered hazardous waste and how to properly handle and store these items to prevent potential harm to those in your care. Find out about new poisoning trends the IPC has seen during the COVID-19 pandemic! Participants will also learn information on lead poisoning and edibles.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b>  CDA: 1  FREE
Wednesday, 3/26/2025	<b>Homemade Toys</b>  Introductory  Presenter: Stephanie Siemens	6:00 PM to 8:00 PM  <b>In Person YWCA Freeport Office 1255 W. Empire St, Ste 2, Freeport, IL, 61032</b>	<b>All Providers</b> Participants will explore effective ways to create homemade toys that children can play with in a play-based learning environment. This workshop will provide a variety of ideas in creating homemade toys to use with children, including hands-on, make-n-take projects to use right away in your programs.	<b>To register contact: Annemarie at <a href="mailto:AnnemarieT@ywcanwil.org">AnnemarieT@ywcanwil.org</a></b>  CDA: 8  FREE
Monday, 3/31/2025	<b>Giving and Receiving Feedback</b>  Introductory  Presenter: Stephanie Koclanis	6:00 PM to 7:00 PM  <b>Zoom Live</b>	<b>All Providers</b> Knowing how to give and receive feedback is a very important skill in being heard and feeling valued. Communicating honestly, while also being sensitive, is key. In this training you will gain tips in communicating to parents and staff authentic information effectively.	<b>To register click <a href="#">here</a></b>  CDA: 4, 5 & 6  FREE

Date	Training Title	Time & Address	Audience & Course Description	Registration CDA Area & Fee
For your convenience, we have added Icons to the Trainings that are Gateways Registry approved, ExceleRate or Health and Safety Trainings-please refer to the key below:				
 Gateways Registry Approved Trainings  ExceleRate Approved Trainings  Health & Safety Trainings				

## IDHS Required Health and Safety Trainings For License Exempt Providers

One-time trainings:	Format:	How to Access:
<b>CPR/First Aid</b>	Hybrid (Online/In-person) and Traditional (In-person)	<p>Approved CPR providers:  American Heart Association; American Safety &amp; Health Institute (ASHI); American Red Cross; American Trauma Event Management (ATEM); Emergency Care and Safety Institute (ECSI; Edward Atkinson/Emergency Response Health Network; Ellis &amp; Associates, Inc.-Orlando, FL; EMS Safety Services; MEDIC FIRST AID; National Safety Council; Pro-Trainings, LLC; R.H. Sanders &amp; Associates/Titan CPR Associates</p> <p><i>*Contact CPR entities directly for time/dates of trainings*</i></p>
<b>Child Abuse and Neglect/Mandated Reporter Training</b>	Online	<p>Link to website :  <a href="https://www.dcftraining.org/">Illinois Mandated Reporter Training (dcfstraining.org)</a></p>
<b>ECE credential: Level 1</b>	Online through Illinois Gateways i-Learning system	<p>Link to Illinois Gateways i-Learning:  <a href="https://courses.inccrra.org">https://courses.inccrra.org</a>.</p>
<b>Child Development, Health &amp; Safety Basics: Six (6) hours</b>	Online through Illinois Gateways i-Learning system	<p>Link to Illinois Gateways i-Learning:  <a href="https://courses.inccrra.org">https://courses.inccrra.org</a>.</p>

## **\*\*CPR\*\***

If you are unable to participate in one of the YWCA CPR and First Aid classes or classes are full, a list of alternate entities is below. You will need to follow up with the individual entities to find course offerings and times. If you have further questions, please follow up with your DCFS Representative.

### **List of approved CPR providers (Effective June 14, 2022):**

1. American Heart Association
2. American Safety & Health Institute (ASHI)
3. American Red Cross
4. American Trauma Event Management (ATEM)
5. Emergency Care and Safety Institute (ECSI)
6. Edward Atkinson/Emergency Response Health Network
7. Ellis & Associates, Inc.-Orlando, FL
8. EMS Safety Services
9. Know CPR
10. MEDIC FIRST AID
11. National Safety Council
12. Pacific Medical Training
13. Pro-Trainings, LLC
14. Titan CPR Associates

### **ADDITIONAL ONLINE TRAININGS:**

All Gateways approved trainings can be found at <https://courses.inccrra.org>.

You must be a Gateways Member to take the courses, become a member [here](#).

### **ADDITIONAL RESOURCES:**

Winter Reading and Family Events at the Rockford Public Library [Link](#)

Winter Reading and Family Events at the Freeport Public Library [Link](#)



## **Training Policies and Procedures**

**The following training policies and procedures apply to all YWCA Northwestern Illinois Child Care Solutions sponsored workshops and conferences.**

### **Registration**

- Pre-registration is required for all trainings.
- Typically, class size is limited. When class maximum has been met, registration will be closed.
- Participants are registered on a first come, first serve basis.
- Registration closes 7 days prior to the scheduled training date.
- Walk-ins are discouraged and may not be allowed admittance.

### **Training Participation**

- Late arrivals—a 15 minute Grace Period will be given at all training sessions (including virtual trainings). This grace period begins at the advertised start time. Participants will not be allowed in after the 15-minute grace period.
- Early departures will not receive a training certificate; participants must stay until the training is finished.
- At the discretion of the trainer—if an attendee is considered to be disruptive in behavior, he/she may be asked to leave the training and will not receive a certificate or refund (if there was a fee).
- Adult learners' only; Children are not to be in attendance at training sessions.

### **Fees, Refunds, & Cancellations**

- If YWCA Child Care Solutions cancels a workshop/series due to low enrollment all participants that registered will be contacted by phone or email no later than two days prior to the session and a refund will be processed, as applicable.
- If unforeseen circumstances occur, including but not limited to inclement weather, presenter cancellation/illness, or power outage, registrants will be notified as soon as possible. Every effort will be made to contact each provider via phone call or email.
- A participant may cancel a class for which they are registered up to 5 business days prior to the scheduled date to receive a refund. If it is 4 business days or less before the class is to be held, no refunds will be given nor will substitutions be made.
- Pre-registration fees are non-refundable for no-show registrants.

### **Certificates**

- A certificate of attendance will be distributed at the end of each workshop/ or conclusion of a series.
- To receive a training certificate, participants must stay until the trainer is finished.
- Replacement certificates must be issued at the request of an individual participant. A processing fee of \$5.00 will be charged and the certificate will be held until payment is made.
- Certificates are only to be released to the individual who participated at the training.

### **Virtual Learning**

- Please utilize a webcam to maximize the relationship and connection between trainer and participants
- Attendance, participation and interaction with trainer is required and will be verified through virtual platform
- Your safety and attention must be verified: No driving, shopping, etc. while participating in training
- Must complete evaluation form after each training, before certificate can be issued

# YWCA Northwestern Illinois Child Care Solutions

## Provider Services CORE Team

### How can we help YOU?

#### Carol Lyons- CORE Receptionist

- Handles all front office, administration duties for CORE team
- Responsible for greeting guests, answering phones, handling company inquiries and the sorting and distribution of mail

Extension:  
200

#### Stephanie Jones- Referral Specialist (Lead) and Admin Support

- Provides customized child care referrals upon request and processes TANF referrals as needed
- Assists with processing all incoming child care provider grievances
- Provides administrative support and completes program related errands

Extension:  
224

[Email  
Stephanie](#)

#### Annemarie Toldo – Training & Technical Assistance Coordinator & Referral Specialist

- Creates and manages the quarterly training calendar for ongoing professional development
- Manages and processes applications for CPR/First Aid Reimbursement and Professional Development Funds
- Offers technical assistance regarding Gateways Registry membership, online trainings, credentials and accreditations, and various training related information
- Back up to the Referral Lead

Extension:  
211

[Email  
Annemarie](#)

#### Leisha Kury– Community Systems Development & Grants Specialist

- Works and connects with programs and services across health, early care and education, family support, and social services
- Coordinates community outreach and collaborations
- Responsible for the promotion, technical assistance, receiving, and awarding of funds for:
  - Quality Improvement Cohorts
  - Training Stipends
  - Accreditation Assistance
- LECC Health & Safety Grants

Extension:  
204

[Email Leisha](#)

#### Andrea Capriotti – Infant Toddler Specialist

- Promotes the ExceleRate Illinois program and offers technical assistance to licensed Family Child Care Providers and licensed Child Care Centers; assists with Silver Circle of Quality renewal process
- Coordinates consultations, trainings, observations, and assessments of children ages 0-3
- Assists with implementing Continuous Quality Improvement Plans

Extension:  
228

[Email Andrea](#)

<p><b>Stephanie Siemens – Quality Specialist</b></p> <ul style="list-style-type: none"> <li>• Promotes the ExceleRate Illinois program to licensed Family Child Care Providers and licensed Child Care Centers; assists with Silver Circle of Quality renewal process</li> <li>• Coordinates consultations, trainings, observations, and assessments of children ages 3-12</li> <li>• Assists with implementing Continuous Quality Improvement Plans</li> </ul>	<p><b>Extension:</b> <b>234</b></p> <p><b>Email</b> <b><a href="#">Stephanie</a></b></p>
<p><b>Silvia Diaz- Higher Education Workforce Navigator</b></p> <ul style="list-style-type: none"> <li>• Recruits and connects incumbent early childhood care and education workforce members with appropriate early childhood programs at 2- and 4-year institutions</li> <li>• Creates strong relationships with early care and education employers, members of the incumbent workforce, and ECE programs at 2- and 4-year institutions of higher education</li> <li>• Maintains an up-to-date and ongoing understanding of all early childhood programs offered by 2- and 4-year institutions within SDA1</li> <li>• Provides assistance with the technicalities of completing the FAFSA to qualify for federal aid, access state scholarship monies for the EC workforce, and apply to the relevant institution and programs.</li> <li>• Local expert for the Smart Start Workforce grant.</li> </ul>	<p><b>Extension:</b> <b>205</b></p> <p><b>Email</b> <b><a href="#">Silvia</a></b></p>
<p><b>Data, Recruitment &amp; Retention Specialist</b></p> <ul style="list-style-type: none"> <li>• Maintains and updates provider database</li> <li>• Assists in the recruitment and retention of child care providers</li> <li>• Assists with data entry for training registrations and provides applicable training certificates</li> <li>• Offers information on starting a child care business</li> </ul>	<p><b>Extension:</b> <b>218</b></p>