

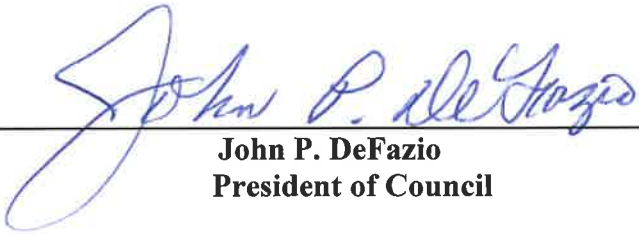
**APPOINTMENT**

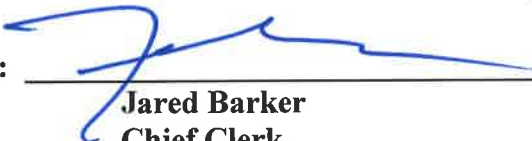
Approving the appointment of Cara Ciminillo to serve as a member of the Children Youth and Families Advisory Committee for a term to expire on December 31, 2018.

**SPONSORED BY COUNTY EXECUTIVE FITZGERALD**

In Council July 12<sup>th</sup>, 2016.

Read and approved by Motion of Council.

  
\_\_\_\_\_  
**John P. DeFazio**  
**President of Council**

Attest:   
\_\_\_\_\_  
**Jared Barker**  
**Chief Clerk**  
**Allegheny County Council**

COUNTY OF



ALLEGHENY

RICH FITZGERALD  
COUNTY EXECUTIVE

June 16, 2016

Honorable President and Members  
Allegheny County Council  
119 Courthouse  
Pittsburgh, PA 15219

RECEIVED  
ALLEGHENY COUNTY COUNCIL  
2016 JUN 16 AM 11:06

Dear Members of Council:

Please find the attached resume of Ms. Cara Ciminillo, whom I am recommending for appointment to the Children Youth and Families Advisory Committee.

The Children Youth and Families Advisory Committee is responsible for reviewing and making recommendations pertaining to the county children and youth social service program and the operation of the county agency. I am recommending that Ms. Ciminillo serve a three year term to expire on December 31, 2018.

Ms. Ciminillo is currently the Executive Director of the Pittsburgh Association for the Education of Young Children. She received her Master's in Education from the University of Pittsburgh.

I appreciate your consideration, and ask you to act on this appointment as quickly as possible. Dr. Cahalane will make herself available for review before the appropriate committee if members of Council wish to speak with her.

Sincerely,

Rich Fitzgerald  
Allegheny County Executive

2016 JUN 16 AM 10:46

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OFFICE OF THE COUNTY EXECUTIVE

## Professional Experience

The Pittsburgh Association for the Education of Young Children, Pittsburgh, PA

### **Executive Director, January 2016-Present**

Provide leadership for the organization, in collaboration with the Governing Board, on matters of governance, mission, vision and strategy; leverage the professional staff; grow and diversify our funds; maintain and protect the financial stability and resources of the PAEYC; oversee all PAEYC activities and operations to ensure accomplishment of the organization's goals; serve as the primary liaison with policymakers, influential agencies and organizations; maintain a positive public relations program; and serve as the official spokesperson for the PAEYC.

### **Interim Executive Director, June 2015-December 2015**

#### **Leadership, Planning & Outcomes**

Provide leadership for the organization and maintain high program quality, program evaluation and ensure consistent quality of deliverables. Support the Board of Directors in the organization's time of transition including:

- Oversee daily operations including project and contract adherence, staff, consultants, interns, and special events.
- Made necessary staff adjustments including the onboarding of a new financial advisor, communications director and mobilization coordinator and an expanded role for our evaluation manager.
- Lead and design opportunities to develop staff thereby building a more cohesive team with increased capacity and work enjoyment.
- Initiated a strategic visioning process for the Playful Pittsburgh Collaborative resulting in a common vision and path forward for our twenty member organizations.
- Led and facilitated a visioning process with staff to more clearly define and align PAEYC's quality initiatives with outcomes. As a result, secured a consultant to assist in our subsequent marketing and communications plan with a focus on a return on investment.
- Identified and executed needed bylaw revisions, recruitment of a new board member, and provide ongoing support to Board Committees.

#### **Fundraising & Communications**

- Implement regular and consistent internal communications among staff and with the Board of Directors.
- Communicate consistently with funders and donors to maintain collaborative relationship.
- Revised the budget model and execute the annual budget process.
- Expanded revenue in excess of \$250K this fiscal year; renegotiated government relations contract to save \$33K/year; resolved breach of contract with our Regional Key and recouped \$14K for the organization.
- Secured verbal commitment and an invitation to apply for funds from the Heinz Endowments for continued support of the Playful Pittsburgh Collaborative and a Hazelwood Play Trail project.
- Worked with a development consultant to craft an initial plan for development.

#### **Advocacy**

- Principal for the PreK for PA Statewide Campaign and currently provide oversight for our mobilization efforts to ensure an increased investment in early childhood.
- Provide advisement to the Woman's Caucus of City Council and the Mayor's Office on furthering an early childhood agenda resulting in the passing of legislation for an Office of Early Childhood in the Bureau of Neighborhood Development.

### **Director of Operations & Communications, January 2012-May 2015**

Supervise, manage and oversight of staff, consultants and numerous projects for a growing early childhood organization that serves 10 counties in Southwest Pennsylvania.

- Contribute to the development of PAEYC's strategic goals and objectives as well as overall management of the organization across three offices and our work in ten counties; Maintained continuous lines of communication, keeping the executive director informed of all critical issues; Represent the organization externally.

Co-founded and serve as lead administrator for the Playful Pittsburgh Collaborative along with associated activities and projects. Represented early childhood on the Kidsburgh Advisory Committee. Provide oversight for special events and projects, such as the Month of the Young Child, biennial conference and Everyday Interactions Matter project. Provide strategic advisory to our regional PreK for PA campaign work.

CARA CIMINILLO

CCIMINILLO@PAEYC.ORG

- Co-chaired Communications Committee of First Steps PA. Maintain positive relationships with funders and draft proposals for funding and subsequent reports. Keep a continuous eye for opportunities for alliances and partnerships with individuals and organizations with shared concerns for early childhood. Ensured PAEYC adhered to prior strategic plan, delivered status reports to the board; improve administrative and operational accounting services such as grants payment processing, payroll, accounts payable, and purchasing. Serve as a leadership liaison to the executive committee and the Board of Directors.

#### **Project Director & Senior Evaluator, September 2000-January 2012**

Collaborative for Evaluation and Assessment Capacity, University of Pittsburgh, Pittsburgh, PA

- Supervised, managed and provided oversight of staff, consultants and numerous projects for a University-based evaluation unit. Managed 850K+ operating budget.
- Engaged in strategic planning with clients helping to align vision and mission with program activities and desired outcomes, through a variety of processes.
- Developed, designed and implemented all aspects of evaluation processes, including theories of change and logic modeling, data collection, data input, analysis, and effective reporting of findings to a variety of audiences and oversight of project flow. Ensured project deadlines are met through a range of management methods.
- Developed varied strategies for communicating findings to several audiences (funders, program participants, media, & others) through letters, visual displays, press releases, executive summaries, abstracts, and grant proposals. Strong ability to analyze both qualitative and quantitative data. Strong attention to detail. Developed and facilitated capacity building workshops and skill building presentations at premier education and evaluation conferences.
- Collaboratively assisted teams of evaluators and organizational staff in the design and planning of complex projects across several institutions. Successfully interacted with a wide range of clients and staff across various institutions---foundations, business, non-profit, and education, etc. Established a mentoring protocol for graduate student researchers. Co-authored papers with colleagues to submit for publications in various academic journals.

#### **Program Director, June 1999-2011**

Visions Service Adventures, Inc., Bozeman, MT, Native communities of Alaska, Australia, British Virgin Islands, Commonwealth of Dominica, Gullah Islands of South Carolina, and Peru.

- Year round program development (on contract basis) through continuous community engagement, recruitment of participant volunteers, protocol refinement, and staff training development.
- Scouted and established new program sites in response to international inquiries from native peoples communities as Coordinator of Caribbean Programs.
- Summer Program Director for a community-based experiential education program for participant volunteers. Facilitated programming and coordinated daily logistics for nearly twenty, month-long international programs. Established and nurtured effective relationships with local community members. In concert with local council and NGOs, identified opportunities for skill sharing between the community and participants to leverage impact. Facilitated group meetings focusing on communication skills enhancement for program staff and participants. Responsible for program budget of 30K+ for thirty people including: food, transportation, recreation, and projects. Organized daily recreational and cross-cultural activities.

#### **Education**

**MEd in Social and Comparative Analysis in Education**, University of Pittsburgh, April 2000.

**BA in Ethnic Studies & Communications**, Bowling Green State University, August 1994.

#### **Publications**

Pane, J., Williams, V., Olmsted, S., Yuan, K., Ciminillo, C., Yugar, Y. & Tananis, C. (2008). Year Five Evaluator's Report: Southwest Pennsylvania Math Science Partnership (a RAND Project Memorandum). Pittsburgh, PA: RAND.

Tananis, C., Pane, J., Williams, V., Olmsted, S., Ciminillo, C. & Tharp-Taylor, S. (2007). Year Four Evaluator's Report: Southwest Pennsylvania Math Science Partnership (a RAND Working Paper). Pittsburgh, PA: RAND. Available at: [http://www.rand.org/pubs/working\\_papers/WR494/](http://www.rand.org/pubs/working_papers/WR494/)

**CARA CIMINILLO**  
CCIMINILLO@PAEYC.ORG

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Williams, V., Pane, J., Tananis, C., Olmsted, S. & Ciminillo, C. (2006). Year Three Evaluator's Report: Southwest Pennsylvania Math Science Partnership (a RAND Working Paper). Pittsburgh, PA: RAND. Available at: [http://www.rand.org/pubs/working\\_papers/2006/RAND\\_WR396.pdf](http://www.rand.org/pubs/working_papers/2006/RAND_WR396.pdf)

### **Presentations**

Ciminillo, C., (2014). A Simpler and Deeper Way to Build Professional Communities: Identifying and Spreading Positive Developmental Interactions in Early Childhood Settings at the Annual NAEYC Professional Development Institute, Minneapolis, MN.

Ciminillo, C., (2014). Building a Playful City: Community Members Coming Together to Play! at the Annual NAEYC Professional Development Institute, Minneapolis, MN.

Ciminillo, C., (2013). Advocacy: Family Feud Style. Skill-building workshop, PennAEYC Public Policy Forum, Harrisburg, PA.

Ciminillo, C., & Tananis, C., (2010). Round Robin Focus Groups: Participatory Inquiry-From Data Gathering to Reporting in an Hour. Skill-building workshop presented at the American Evaluation Association Conference, San Antonio, TX.

Tananis, C., Ciminillo, C., & Trahan, K., (2010). Learning about Educational Reform from a Seven-Year Math-Science Partnership. Paper presented at the American Evaluation Association Conference, San Antonio, TX.

Trahan, K., Tananis, C., & Ciminillo, C., (2010). Profiles of Advocacy: Narrative Portrayals of School Superintendents' Educational Practice and Social Action. Paper presented at the American Evaluation Association Conference, San Antonio, TX.

Trahan, K., & Ciminillo, C., (2010). Learning Lab: Connecting Learning and Practice. Paper presented at the American Educational Research Association Conference, Denver, CO.

Tananis, C., Ciminillo, C., Trahan, K., & Pelkowski, T. (2010). Exploring the Maturation of Systems Reform: A Seven Year, K-12 Case Study Analysis of Teacher and System Reform Variables. Paper presented at the Eastern Evaluation Research Society Conference, Absecon, NJ.

Trahan, K., Ciminillo, C., & Tananis, C. (2009). The Role of Evaluation in Developing Program Theory: Using Retrospective Logic Modeling to Tell a Program's Story. Paper presented at the American Evaluation Association Conference, Orlando, FL.

Tananis, C., Ciminillo, C., Trahan, K., & Pelkowski, T. (2009). Learning Evaluation through Apprenticeship - A Continuing Conversation of Evaluation Practice and Theory from the Trenches. Paper presented at the American Evaluation Association Conference, Orlando, FL.

Tananis, C., Ciminillo, C., Trahan, K., & Pelkowski, T. (2008). Evaluation Apprenticeship: Teaching Evaluation by Doing. Paper presented at the 2008 American Evaluation Association Conference, Denver, CO.

Trahan, K., Ciminillo, C., Tananis, C., & Pelkowski, T. (2008). A Comparative Study of Individual-level School Reform Implementation. Paper presented at the 2008 Eastern Evaluation Research Conference, Absecon, NJ.

Tanais, C., Ciminillo, C., & Trahan, K. (2008). Exploring Collective Variables Related to Systemic Educational Reform Sustainability. Paper presented at the 2008 Eastern Evaluation Research Conference, Absecon, NJ.

Ciminillo, C., Trahan, K., & Tanais, C. (2007). "Grand Rounds" Health Assessment as Method in Program Evaluation. Paper presented at the 2007 Eastern Evaluation Research Conference, Absecon, NJ.

#### **Affiliations**

Committee of Concerned Women, Advisory Board Member, Commonwealth of Dominica, 2002-Present

National Association for the Education of Young Children (NAEYC), Member, January 2012- Present

Remake Learning Council, Member, January 2016-Present

Kidsburgh Advisory Committee, Member, January 2012-Present

Judge of Elections, Allegheny County, 2008-2016

Three Rivers Village School, Treasurer, Board of Directors, July 2013-August 2015

American Educational Research Association (AERA), Member, 2007-2012

American Evaluation Association (AEA), Member, 2007-2012



# COUNTY OF ALLEGHENY

**OFFICE OF THE COUNTY COUNCIL**  
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COUNCIL@COUNTY.ALLEGHENY.PA.US  
WWW.COUNTY.ALLEGHENY.PA.US/COUNCIL

July 13, 2016

Ms. Cara Ciminillo, Executive Director  
Pittsburgh Association for the Education of Young Children  
5604 Solway Street  
Pittsburgh, PA 15217

Dear Ms. Ciminillo:

This is to inform you that at the Regular Meeting of Allegheny County Council held on July 12, 2016 Council approved your appointment to serve as a member of the Children Youth and Families Advisory Committee, for a term to expire on December 31, 2018.

Congratulations on your appointment and best of luck in this undertaking. We look forward to receiving your recommendations and stand willing to assist you in any way you believe appropriate.

Sincerely,

Edward J. Kress, Appointment Review Committee Chair  
Allegheny County Council

cc: Marc Cherna, Director, Allegheny County Department of Human Services

EJK/sb