



MINNESOTA HISTORICAL SOCIETY  
Minnesota State Archives

## HUMAN SERVICES DEPARTMENT

### An Inventory of Its Minnesota Child Care Resource and Referral Network Files

#### OVERVIEW OF THE RECORDS

**Agency:** Minnesota. Dept. of Human Services.  
**Series Title:** Minnesota Child Care Resource and Referral Network files.  
**Dates:** 1991-2000.  
**Quantity:** 1.0 cu. ft. (1 box).  
**Location:** 126.F.19.6F

#### SCOPE AND CONTENTS OF THE RECORDS

The Minnesota Child Care Resource and Referral Network is a private nonprofit organization that provides the structure to facilitate funding allocation, policymaking, and program implementation for child care services and related initiatives statewide; it is funded in part by the state's Human Services Department. The Network works with child care resource and referral programs across the state that are charged with supporting parental choice with information and education; compiling, analyzing, and disseminating data about child care supply and demand; expanding and strengthening the child care delivery system; and building community through partnership coordination and collaboration. The system includes nineteen local agencies providing baseline services such as provider recruitment and retention, partnerships and collaborations, and working with community members and advisory committees; six geographic service districts providing services such as training coordination, referral to parents looking for child care, data collection, technical assistance to public and private enterprises, information and resources to communities, and work with advisory committees to administer grants; and one tribal service district providing statewide services to Minnesota's eleven tribes. State services such as development of programs, translations of materials, and compiling and analyzing child care data are provided by the state Human Services Department and the Early Childhood Resource and Training Center in Minneapolis.

These files apparently were kept by the Human Services Department in its function as a funding agency for the Network. They include subject (1992-2000) and board (1991-2000) files. The former document such topics as employer relations and child care; infant/toddler training; legal unlicensed child care providers; network reports, mailings, and projects; and child care development teams. The board files include minutes, reports, and financial materials.

## INDEX TERMS

*This collection is indexed under the following headings in the catalog of the Minnesota Historical Society. Researchers desiring materials about related topics, persons or places should search the catalog using these headings.*

### Topics:

Child care—Minnesota—Costs.  
Child care services—Law and legislation—Minnesota.  
Child care workers—Licenses—Minnesota.  
Employer-supported daycare—Minnesota.

### Organizations:

Early Childhood Resource and Training Center (Minneapolis, Minn.).  
Minnesota Child Care Resource and Referral Network.

## ADMINISTRATIVE INFORMATION

### Preferred Citation:

*[Indicate the cited item and folder title here].* Minnesota. Dept. of Human Services.  
Minnesota Child Care Resource and Referral Network Files. Minnesota Historical Society.  
State Archives.

*See the Chicago Manual of Style for additional examples.*

### Accession Information:

Accession number(s): 2005-02

### Processing Information:

Processed by: Maria Plonski and Cheri Thies, July 2004  
MNPALS ID No.: 2963792

## DETAILED DESCRIPTION OF THE COLLECTION

*Note to Researchers: To request materials, please note both the location and box numbers shown below.*

### Location

126.F.19.6F                      Subject files, 1992-2000. 39 folders.  
    Arranged in alphabetical order by topic.  
    Capacity building meetings, 1999-2000. 5 folders.  
    Child care, 1999-2000.  
    Child care development team files, 1998-2000. 17 folders.  
    Current projects, April 2000.  
    E-mail updates, 1999-2000.  
    Employer relations and child care, 2000.  
    Executive Director's work plan, 2000.

**Location**

126.F.19.6F

Infant/toddler training intensive, 1995-1996, 1999-2000.  
Legal unlicensed [LUL] child care provider issues, 1999.  
Mailings, 1992-1997. 2 folders.  
Memos/newsletter, 2000.  
Network information and policy, 2000.  
Organizational chart, undated.  
Reports to the Department of Children, Families & Learning, 1996-1999. 3 folders.  
Resource and referral/network roles, 1999.  
Training, 2000.  
Board files, 1991-2000. 13 folders.  
Meeting minutes and board files, 1992-2000. 9 folders.  
Board restructuring, 1999.  
Board report: Carequest, 2000.  
Funding distribution, 1991-1997.  
Public Relations Committee, 2000.