



FIRST THINGS FIRST

Ready for School. Set for Life.

PUBLIC NOTICE OF MEETING OF THE

Arizona Early Childhood Development & Health Board

Gila River Indian Community Regional Partnership Council

Pursuant to A.R.S. § 8-1194(A) and A.R.S. § 38-431.02, notice is hereby given to the members of the First Things First Arizona Early Childhood Development & Health Board, Gila River Indian Community Regional Partnership Council and to the general public that the Council will hold a ***Regular Meeting open to the public on Thursday, January 16, 2014, at 4:30 p.m. The meeting will be held at Vechij Himgdag High School, 168 South Skill Road, Sacaton, Arizona 85147.*** Some members of the Council may elect to attend telephonically.

Pursuant to A.R.S. § 38-431.03(A)(1), A.R.S. § 38-431.03(A)(2), and A.R.S. § 38-431.03(A)(3), the Council may vote to go into Executive Session, which will not be open to the public, to discuss personnel items, records exempt from public inspection and/or to obtain legal advice regarding any matter on this agenda.

The Council may hear items on the agenda out of order. The Council may discuss, consider, or take action regarding any item on the agenda. The Council may elect to solicit public comment on certain agenda items.

1. Call to Order

Melissa Madrid, Chair

2. Consent Agenda

Melissa Madrid, Chair

All items on the agenda that are in *italics*, underlined, and marked with an asterisk (*) are consent matters and will be considered by a single motion with no discussion. All other items will be considered individually. Any matter on the consent agenda will be removed from the consent agenda and discussed upon the request of any Council member.

- a. ****Meeting Minutes of November 14, 2013 (Attachment 1)***

3. Call to the Public

Melissa Madrid, Chair

This is the time for public comment. Members of the Council may not discuss or take legal action regarding matters that are not specifically identified on the agenda. Therefore, pursuant to A.R.S. § 38-431.01 (H), action taken as a result of public comment will be limited to directing staff to study the matter, responding to any criticism, or scheduling the matter for further consideration and decision at a later date. Public comments relative to a specific agenda item may be heard during the discussion of that item

4. SFY2014 Funding Plan/ Program Implementation Review/Update

Cathy Brown, Regional Director

- a. Q1 Financials ***(Attachment 2)***
- b. Q1 Data ***(Attachment 3)***
- c. Q1 Narratives ***(Attachment 4)***
- d. Strategy: Conference Scholarships ***(Discussion and Possible Vote)(Attachment 5)***

5. SFY2015 Funding Plan/Program Implementation Review

Cathy Brown, Regional Director

- a. Funding Plan Presentation to Board – January 22nd
- b. Grantee Renewal Process ***(Attachment 6)***
- c. Eligible Grant Renewals ***(Attachment 6)***

6. Chairs/Council Member Updates and General Discussion

Chairs/Council Members

- a. Community Meeting: Children in Crisis ***(Attachment 7)***

7. Regional Director's Report

Cathy Brown, Regional Director

- a. Benchmarking update: Meeting request with Governor Mendoza
- b. Gila River Indian Community Regional Partnership Council Governance Policy Review ([Attachment 8](#))
- c. FTF Board Meeting Summary – December 13, 2013 ([Attachment 9](#))
- d. Quality First Update ([Attachment 10](#))
- e. Council Member Recruitment ([Attachment 11 and 12](#))
- f. FTF Regional Council Boundary Changes ([Attachment 13](#))
- g. GRIC and Pinal Cross Regional Collaboration Update

8. 2014 Regional Council Meeting Schedule

Melissa Madrid, Chair

- a. February 20, 2014
- b. March 20, 2014
- c. April 17, 2014
- d. May 15, 2014
- e. June 19, 2014
- f. July 17, 2014
- g. August 21, 2014
- h. September 18, 2014
- i. October 16, 2014
- j. November 20, 2014
- k. December 18, 2014

9. Adjournment

Melissa Madrid, Chair

A person with a disability may request a reasonable accommodation such as a sign language interpreter by contacting Cathy Brown, at 4000 North Central Avenue, Suite 800, Phoenix, Arizona 85012 or (602) 771-5100. Requests should be made as early as possible to allow time to arrange the accommodation.

Dated this 7th day of January, 2014

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

Gila River Indian Community Regional Partnership Council



Cathy Thornton Brown, Regional Director



FIRST THINGS FIRST

Ready for School. Set for Life.

Arizona Early Childhood Development & Health Board

Gila River Indian Community Regional Partnership Council

Meeting Minutes – November 14, 2013

Call to Order

Regular Meeting of the First Things First, Gila River Indian Community Regional Partnership Council held Thursday, November 14, 2013 at 4:30 p.m. held at Gila River Indian Community Early Education Childcare Center, 280 South Ocotillo Road, Sacaton, Arizona 85147.

Members Present

Melissa Madrid, Chair
Dale Enos, Vice Chair
Priscilla Foote
Brooklyn Dee (teleconference)
Emily Warburton
Priscilla Antone (teleconference)
Mary Tatum
Sandra Nasewytewa

Members Absent

Hon. Kami Hart
Kim Franklin

Chair Madrid called the meeting to order at approximately 4:47 p.m.

Consent Agenda

Chair Madrid called for a motion to approve the Regular Meeting Minutes of October 24, 2013. Vice Chair Enos moved to approve the meeting minutes as presented. Member Warburton seconded. Motion carried.

Call to the Public

None

SFY2015 Gila River Indian Community Funding Plan Recommendations

Director Brown briefly reviewed the SFY15 Funding Plan recommendations to the Council for their vote. Once approved by the Council, the Council approved Funding Plan will be presented to the Board in January for approval. Chair Madrid briefly explained the process of voting and motions to approve the SFY15 Funding Plan.

MOTIONS:

Quality First Strategy "Package" – *Chair Madrid declared conflict of interest, abstained from discussion and voting.*

Vice Chair Enos called for a motion to approve the Quality First Strategy Package. Member Nasewytewa moved that the Gila River Indian Community Regional Partnership Council approve the Quality First Strategy package for 2 centers with an estimated funding allotment as presented in today's funding plan document. The Quality First page includes the following strategies for enrolled providers: Quality First Academy, Warmline Triage, and the Warmlines for Child Care Health Consultation, Inclusion, Mental Health

Consultation, Quality First Coaching and Incentives. The Quality First package includes Child Care Health Consultation for a budget allotment of **\$4,940**. The estimated amounts included in the motion will be updated and finalized according to the Quality First model and the Quality Ratings of the enrolled sites and brought back to the Regional Council at a future meeting.

Member Foote seconded. **Motion carried.**

Quality First Scholarship Strategy - *Chair Madrid declared conflict of interest, abstained from discussion and voting.*

Vice Chair Enos called for a motion to approve the Quality First Scholarship Strategy. Member Foote moved that the Gila River Indian Community Regional Partnership Council approve the Quality First Child Care Scholarship Strategy; including an estimate of **36** scholarships for programs enrolled in Quality First and an addition of a total budget allotment for the strategy is estimated to be **\$259,787**. The estimated amounts included in this motion will be updated and finalized according to the Quality First model and the Quality Ratings of the enrolled sites and brought back to the Regional Council at a future meeting. Member Nasewytewa seconded.

Motion carried.

Home Visitation Strategy– *Member Foote and Dee declared conflict of interest, abstained from discussion and voting.* Chair Madrid called for a motion to approve the Home Visitation Strategy. Vice Chair Enos moved to approve the Home Visitation Strategy in the amount of **\$150,000** for SFY15. Member Nasewytewa seconded. **Motion carried.**

Parent Education Community- Based Training Strategy – *Member Foote and Dee declared conflict of interest, abstained from discussion and voting.* Chair Madrid called for a motion to approve the Parent Education Community-Based Training Strategy. Member Tatum moved to approve the Parent Education Community-Based Training Strategy in the amount of **\$104,150** for SFY15. Member Nasewytewa seconded. **Motion carried.**

Family, Friends, & Neighbors Strategy – Chair Madrid called for a motion to approve the Family, Friends, and Neighbors Strategy. Member Tatum moved to approve the Family, Friends, and Neighbors Strategy in the amount of **\$50,000** for SFY15. Member Warburton seconded. **Motion carried.**

Scholarships TEACH Strategy – *Chair Madrid declared conflict of interest, abstained from discussion and voting.* Vice Chair Enos called for a motion to approve the Scholarships TEACH Strategy. Member Nasewytewa moved to approve the **Scholarship TEACH Strategy** in the amount of **\$12,436** for SFY15. Member Tatum seconded. **Motion carried.**

Native Language Preservation Strategy – *Member Antone declared a conflict of interest, abstained from discussion and voting.* Chair Madrid called for a motion to approve the Native Language Preservation Strategy. Member Warburton moved to approve the Native Language Preservation Strategy in the amount of **\$62,539** for SFY15. Member Foote seconded. **Motion carried.**

Conference Scholarships Strategy – *Chair Madrid declared conflict of interest, abstained from discussion and voting.* Vice Chair Enos called for a motion to approve the Conference Scholarships Strategy. Member Antone moved to approve the Conference Scholarships Strategy in the amount of **\$10,000** for SFY15. Member Tatum seconded. **Motion carried.**

Community Awareness Strategy – Chair Madrid called for a motion to approve the Community Awareness Strategy. Member Foote moved to approve the Community Awareness Strategy in the amount of **\$2,100** for SFY15. Member Warburton seconded. **Motion carried.**

Statewide Evaluation Strategy – Chair Madrid called for a motion to approve the Statewide Evaluation Strategy. Vice Chair Enos moved to approve the Statewide Evaluation Strategy in the amount of **\$37,531** for SFY15. Member Tatum seconded. **Motion carried.**

Council Member Updates and General Discussion

Community Meeting: Children in Crisis: On behalf of Hon. Judge Hart, Director Brown provided an overview of the meeting held November 13th. The group is tasked on how assess and address the health, mental health, and developmental needs of young children in the community exposed to trauma and separation. The next meeting will be held in December and the topic of discussion is how to comply with the Child Abuse Prevention and Treatment Act (CAPTA) requirement for referral to Bart C of IDEA. Director Brown and Judge Hart will continue to update the Council. Chair Madrid, Members Warburton and Foote attend the meetings.

Regional Director's Report

First Things First CEO Search – Director Brown updated the Council on the national search process and timeline for FTF Chief Operating Officer. A committee lead by a Board member has been convened to administer the search and hire in the Spring of 2014.

School Readiness Benchmarking Update: Director Brown stated a meeting with Governor Mendoza has not been scheduled and/or confirmed. Vice Chair Enos will assist in coordinating the meeting.

Regional Council Meeting Schedule – Chair Madrid stated there will be no meeting in December. The Council will convene in January.

- a. January 16, 2014
- b. February 20, 2014
- c. March 20, 2014
- d. April 17, 2014
- e. May 15, 2014
- f. June 19, 2014
- g. July 17, 2014
- h. August 21, 2014

Adjournment - Chair Madrid called for the meeting to adjourn at 5:47 p.m.

Respectfully Submitted,

Dated this 10th day of December, 2013

ARIZONA EARLY CHILDHOOD DEVELOPMENTAL AND HEALTH BOARD

Gila River Indian Community Regional Partnership Council



Rosemary Galindo, Administrative Assistant



Cathy Thornton Brown, Regional Director

Melissa Madrid, Chair

Grantee Name	Program Name and Description	Total Allotment	Awarded	YTD Expended as of 01/08/13	Units of Service	Contracted Proposed Units	Q1 July-Sept	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Total YTD	Notes
Home Visitation Strategy												
Gila River Health Care Corporation	Home visitation using the Parents As Teachers Education model. Developmental screenings for children using ASQ and ASQ-SE.	\$150,000	\$150,000	\$15,171	# of Families Served	40	9				9	There were unreported CSU data for Q1. Grantee will resubmit data report. Regional Council should see updated service numbers in Q2 report.
Native Language Preservation Strategy												
Gila Crossing Community School	Native Language Early Literacy Revitalization of the Akimel Ootham and Pee Posh languages at two Community Schools, Gila Crossing and Casa Blanca. Increase the children's classroom instruction of and exposure to Akimel Ootham and Pee Posh language and culture; specifically to learn additional conversational and directive words and dances as appropriate to ages 3-5 year old children. Additionally, the Grantee is working with the First Onehundred Institute to increase number of native language books in classrooms and homes through digital storytelling. This work includes elders recording stories in Akimel Ootham and Pee Posh, and children and families accessing digital stories through classroom and home computers.	\$62,539	\$62,539	\$7,660	# of Participating Professionals	250	0				0	Spoke with Gila Crossing Community School. They thought they had submitted both data and narrative report but in actually only submitted their narrative report for Q1. They are working with FTF Finance Specialist to submit data report for Q1. Regional Council will see numbers in data report in Q2 release. See Narrative report on status of grantees work towards meeting expectations of grant.
					# of Home and/or Center Based Providers Served	2	0				0	
					# of participating adults	100	0				0	
					# of books distributed	40	0				0	
Parent Education Community-Based Training Strategy												
Gila River Health Care Corporation	Baby Smarts Program Teen Parent Education using the Parents As Teachers, Teen Parent Education model. Teen Parent group meetings are held weekly at Ira Hays High School and VHM High School. Home visits as needed. Developmental screenings for children using ASQ and ASQ-SE. Support groups for teen parents, case management.	\$100,650	\$100,000	\$33,146	# of Participating Adults	400	141				141	*CSUs is accumulative
FAMILY SUPPORT - Goal Area SubTotal:		\$313,189	\$312,539	\$55,977								
Conference Scholarships Strategy												
	Increase knowledge and awareness around early childhood by providing trainings and conference opportunities to parents and professionals within the Gila River Indian Community.	\$10,000	\$10,000	\$0	# of Professionals Receiving Conference Scholarships						0	
Scholarships TEACH Strategy												
Association for Supportive Child Care	Provide Teachers and Teacher Assistants scholarships to pursue CDA's and/or early childhood AA/BA.	\$12,800	\$12,800	\$1,002	# of Professionals Receiving Scholarships	4	4				4	2 - QF Package, 2 - add'l funded by SPHX RPC
PROFESSIONAL DEVELOPMENT - Goal Area SubTotal:		\$22,800	\$22,800	\$1,002								
Family, Friends & Neighbors Strategy												
Association for Supportive Child Care	Expand support for families, friends and neighbors caring for young children.	\$50,000	\$50,000	\$16,606	# of Home Based Providers Served	30	11				11	*CSUs is accumulative
Quality First Scholarships Strategy												
Valley of the Sun United Way	Increase access to early care and education, programs in the region, by expanding funding to programs with available slots. An additional, 5 scholarships are available to teen parents attending local high schools	\$351,441	\$351,441	\$176,635	# of Children Supported by a Scholarship	65	26				26	3 locations were originally identified to receive scholarships. Early Education Center (D-3) Blackwater (D-1) and Gila Crossing (D-6) for a total of 65 children. Unfortunately, Gila Crossing didn't participate in the QF program this year due to program adjustments. Early Education Center and Blackwater are utilizing 25 and 20 slots respectively, for a total of 45 slots. Blackwater did not report in Q1 but served 20 children and will report in Q2.
Quality First Strategy- Package												
Coaching & Incentives/Child Care Health Consultation/Academy/Inclusion Warmline/Mental Health Consultation Warmline/Triage Warmline/CCHC Warmline		\$40,579	\$40,579	\$17,495	# of Center Based Providers Served	2	2				4	2 Quality First slots paid for by the Gila River Regional Partnership Council. Additional 2 Quality First Slots paid for by the South Phoenix Regional Council. Gila Crossing is not a QF participant. Increase access to early care and education, programs in the region, by expanding funding to programs with available slots.
QUALITY FIRST - Goal Area Subtotal:		\$442,020	\$442,020	\$210,736								

Grantee Name	Program Name and Description	Total Allotment	Awarded	YTD Expended as of 01/08/13	Units of Service	Contracted Proposed Units	Q1 July-Sept	Q2 Oct-Dec	Q3 Jan-Mar	Q4 Apr-Jun	Total YTD	Notes
Community Awareness												
Community Awareness (FTF Directed)	5 GRIN Articles	\$700	\$700	\$0							0	Regional Director is working with GRIN to submit an article monthly in FY14.
COMMUNITY AWARENESS - Goal Area Subtotal:		\$700	\$700	\$0								
Statewide Evaluation												
Statewide Evaluation (FTF Directed)		\$32,805	\$0	\$0								
STATEWIDE EVALUATION - Goal Area Subtotal:		\$32,805	\$0	\$0								

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Home Visitation

A data field is flagged in grey for a SFY quarter:

Home visitor caseload for the quarter – when the ratio of home visitors to families served is above 1:20.

Staff turnover for the quarter – when the staff turnover is above 20% (from one quarter to the next).

Client turnover for the quarter - when the client turnover is above 20% (from one quarter to the next).

Clients disenrolled due to moving - when the percent of clients disenrolled due to “moving” is above 20%.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC027-14-0634-01 / Gila River Health Care Corporation	Quarterly Data Submission Status*		3				
	Number of families newly enrolled during the quarter		9				
	Number of families served	40	9				9
	Number of families at the end of the quarter (subtracting disenrolled)		0				
	Number of families continuing to receive services who have moved out of the region during the quarter		0				
	Number of families disenrolled during the quarter		9				
	Number of full time equivalent (FTE) home visitors at the end of the quarter		2.0				
	Homevisitor caseload for the quarter		0.0				
	Staff turnover for the quarter		0				
	Family turnover for the quarter		0				
	Families disenrolled due to moving		11.1%				
	Families disenrolled due to unable to locate		44.4%				
	Number of children newly enrolled during the quarter		11				
	Number of children served		11				
Number of families who received community based referrals		71					

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Health Insurance Enrollment

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC027-14-0634-01 / Gila River Health Care Corporation	Quarterly Data Submission Status*		3				
	Number of families reporting they are un-insured		0				
	Number of families who received enrollment assistance for AHCCCS and/or Kids Care (new enrollment)		0				
	Number of families served requesting assistance with re-enrollment into AHCCCS or KidsCare		3				
	Number of families served		3				
	Number of families served requesting assistance that enrolled into AHCCCS		0				
	Number of families served requesting assistance that enrolled into Kids Care (KidsCare I or II)		0				
	Number of families not eligible for -AHCCS, KidsCare or IHS- public insurance referred to low-cost health care services		0				

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Developmental and Sensory Screening

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC027-14-0634-01 / Gila River Health Care Corporation	Quarterly Data Submission Status*		3				
	Number of hearing screenings conducted		0				
	Number of hearing results forwarded to medical home		0				
	Number of families referred and having received an additional evaluation		0				
	Number of children received hearing screening		0				
	Number of vision screenings conducted		0				
	Number of vision results forwarded to medical home (physician of record) for evaluation and services		0				
	Number of families that report being referred and having received an additional evaluation		0				
	Number of children received vision screening		0				
	Number of developmental screenings conducted		2				
	Number of developmental screening results forwarded to AZEIP, Part B or a medical home		0				
	Number of children referred for developmental delay follow-up		1				
	Number of children received developmental screening		2				
Number of children receiving screening (children may have received 1-3 types of screenings)		2					

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Native Language Preservation

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC027-13-0548-01-Y2 / Gila Crossing Community School	Quarterly Data Submission Status*		0				

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Parent Education Community-Based Training

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC027-13-0546-01-Y2 / Gila River Health Care Corporation	Quarterly Data Submission Status*		3				
	Number of trainings conducted		37				
	Number of adults attended	400	141				141
	Average attendance per training session		3.8				

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Scholarships TEACH - All

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y2 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		0				
	CDA Credentials Completed Contract to Date		0				
	BA Degrees Completed Contract to Date		0				
	AA Degrees Completed		0				
	CDA Credentials Completed		0				
	BA Degrees Completed		0				
	AA Credits Completed		9				
	AA Contracts Completed		0				
	AA Withdrawn		0				
	AA Contracts Initiated		0				
	AA Scholarships Awarded		4				
	BA Credits Completed		0				
	BA Contracts Completed		0				
	BA Withdrawn		0				
	BA Contracts Initiated		0				
	BA Scholarships Awarded		0				
	CDA Scholarships Withdrawn		0				
	CDA Contracts Initiated		0				
	CDA Scholarships Currently Awarded		0				
	Scholars Currently Receiving T.E.A.C.H. Scholarship			4			
Quality First Facilities with Current T.E.A.C.H. Scholars			1				

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Scholarships TEACH - Regional

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y2 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		0				
	CDA Credentials Completed Contract to Date		0				
	BA Degrees Completed Contract to Date		0				
	AA Degrees Completed		0				
	CDA Credentials Completed		0				
	BA Degrees Completed		0				
	AA Credits Completed		0				
	AA Contracts Completed		0				
	AA Withdrawn		0				
	AA Contracts Initiated		0				
	AA Scholarships Awarded		0				
	BA Credits Completed		0				
	BA Contracts Completed		0				
	BA Withdrawn		0				
	BA Contracts Initiated		0				
	BA Scholarships Awarded		0				
	CDA Scholarships Withdrawn		0				
	CDA Contracts Initiated		0				
	CDA Scholarships Currently Awarded		0				
	Scholars Currently Receiving T.E.A.C.H. Scholarship		4	0			

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Scholarships TEACH - Statewide

A data field is flagged in grey for a SFY quarter:

T.E.A.C.H. Scholar Turnover – when the student turnover (sum of AA withdrawn, BA withdrawn and CDA withdrawn) is above 15% of the total Scholars Currently Receiving T.E.A.C.H. Scholarship.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-13-0350-01-Y2 / Association for Supportive Child Care	AA Degrees Completed Contract to Date		0				
	CDA Credentials Completed Contract to Date		0				
	BA Degrees Completed Contract to Date		0				
	AA Degrees Completed		0				
	CDA Credentials Completed		0				
	BA Degrees Completed		0				
	AA Credits Completed		9				
	AA Contracts Completed		0				
	AA Withdrawn		0				
	AA Contracts Initiated		0				
	AA Scholarships Awarded		4				
	BA Credits Completed		0				
	BA Contracts Completed		0				
	BA Withdrawn		0				
	BA Contracts Initiated		0				
	BA Scholarships Awarded		0				
	CDA Scholarships Withdrawn		0				
	CDA Contracts Initiated		0				
	CDA Scholarships Currently Awarded		0				
	Scholars Currently Receiving T.E.A.C.H. Scholarship		2	4			4

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Quality First Scholarships

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-14-0440-01 / Valley of the Sun United Way	Quarterly Data Submission Status*		3				
	Number of center based providers served		1				
	Number of center based providers at the end of the quarter (subtracting disenrolled)		1				
	Number of home based providers served		0				
	Number of home based providers at the end of the quarter (subtracting disenrolled)		0				
	Number of children receiving scholarships		15				
	Center based providers: Number of infants receiving scholarships		3				
	Center based providers: Number of infants receiving scholarships at the end of the quarter (subtracting disenrolled)		1				
	Home based providers: Number of infants receiving scholarships		0				
	Home based providers: Number of infants receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Center based providers: Number of toddlers receiving scholarships		8				
	Center based providers: Number of toddlers receiving scholarships at the end of the quarter (subtracting disenrolled)		3				
	Home based providers: Number of toddlers receiving scholarships		0				
	Home based providers: Number of toddlers receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Center based providers: Number of preschool aged children receiving scholarships		22				
	Center based providers: Number of preschool aged children receiving scholarships at the end of the quarter (subtracting disenrolled)		4				
	Home based providers: Number of preschool aged children receiving scholarships		0				

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
	Home based providers: Number of preschool aged children receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Center based providers: Number of children with special needs receiving scholarships		1				
	Center based providers: Number of children with special needs receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Home based providers: Number of children with special needs receiving scholarships		0				
	Home based providers: Number of children with special needs receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Number of Infant (0-12 months) slots filled end of the quarter		3.0				
	Number of toddler (13-35 months) slots filled end of the quarter		8.0				
	Number of preschooler (36 months - 5 yrs) slots filled end of the quarter		15.0				
	Number of slots filled with children (0-5 yrs) end of the quarter	65	26.0				26.0
	Number of FTF slots vacant for children (0-5 yrs)		0				

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Quality First Coaching & Incentives - Regional Funding

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
	Number of Centers	4	2	2	0	0	
	Number of Homes	0	0	0	0	0	
	Number of Rating Only Centers	0	0	0	0	0	

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Parent Kits - statewide

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-12-0334-03-Y3 / SPF Consulting, LLC	Number of English cases distributed						
	Number of Spanish cases distributed						
	Number of cases distributed						
	Number of parent kits distributed						

Data Reports by Regional Partnership Council

Council: Gila River Indian Community

Fiscal Year: 2014

Family, Friends & Neighbors

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-MULTI-13-0407-01-Y2 / Association for Supportive Child Care	Quarterly Data Submission Status*		3				
	Number of home based providers newly enrolled during the quarter		8				
	Number of home based providers served	30	11				11
	Number of home based providers at the end of the quarter (subtracting disenrolled)		11				
	Number of children served		5				
	Number of providers that applied for regulation						
	Number of providers newly regulated						
	Number of trainings conducted in home based settings		0				
	Number of providers trained in home based settings		0				
	Number of trainings conducted in community based settings		2				
Number of providers trained in community based settings		10					

Narrative Program Highlights

SFY14 – 1st Quarter

July 1st – September 30th , 2013

**Gila River Indian
Community
Regional
Partnership Council**

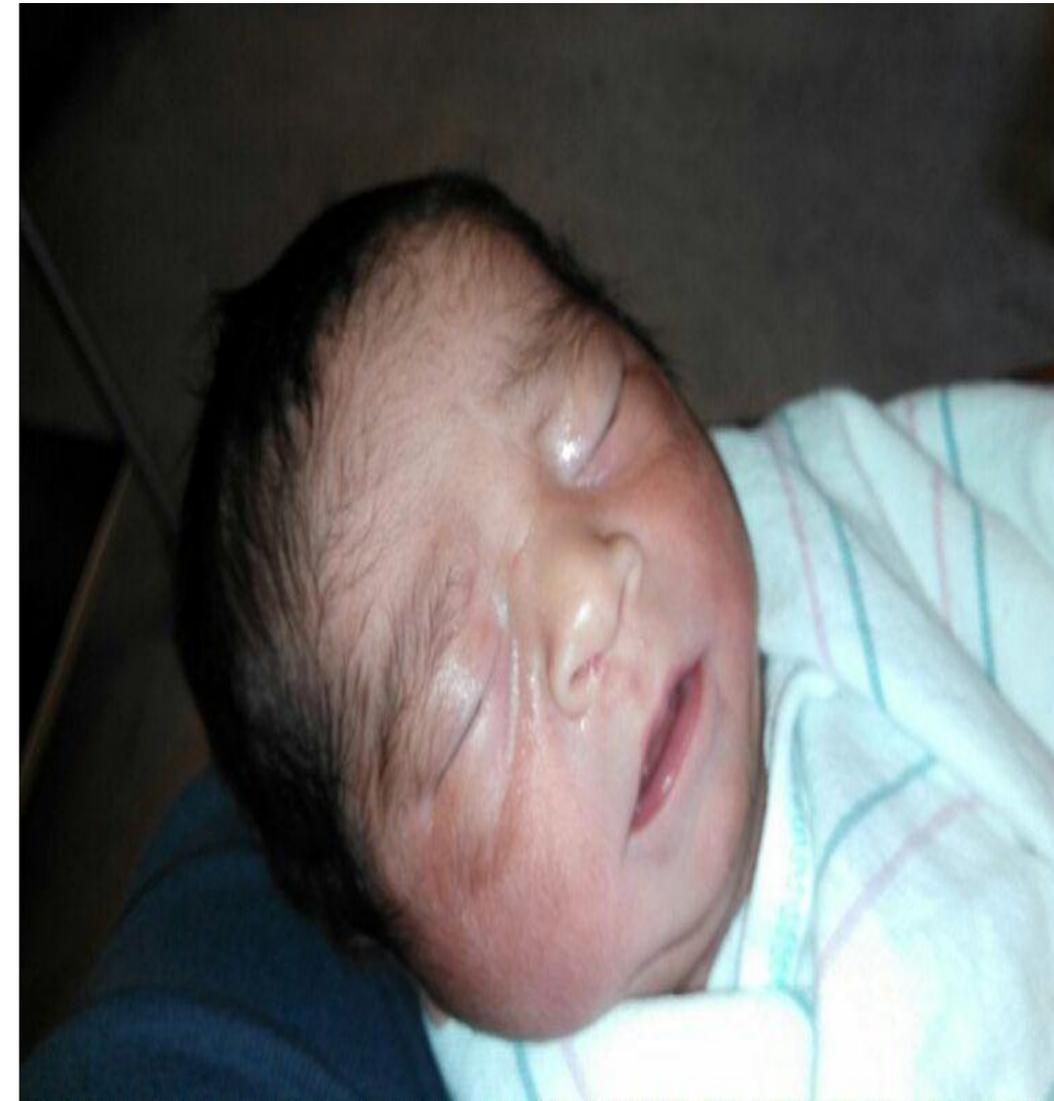
January 16, 2014



Baby Smarts

Successes

Two families who have been enrolled into the BabySmarts home visiting program have welcomed two healthy baby boys in the months of August and September. Both families have been enrolled in the program for the entire duration of their mother's pregnancy. The mothers of the infants were seen bi-weekly and have been active participants in prenatal activities provided by the home visiting coach. All the activities were to ensure proper nutrition and healthy development of the babies. Both mothers carried the baby's full-term and delivered the infants with no complications. Below is a picture of one baby boy delivered in the month of August, which the mother and father had invited the home visiting coach to meet their new addition to the family



Barriers

Staff vacancy

Collaborations

Gila River Injury Prevention Department to help our families receive information on car seat safety and free car seats for their children.

Native Language Preservation

Gila Crossing Community School

Successes

REALE Books advertised and distributed to over **200** families at Native American Day celebrations. We were able to hire a new NLPP Program Coordinator who started September 23rd.

During this reporting period, we were able to fill the Coordinator Position. This has been a great success and benefit for our program viability and capacity.

Barriers

Printer capacity and production.

Collaborations

Culture Teacher met with elders from District 5 and 7 to discuss collaboration for publication of Akimel O'odham and Pee Posh language REALE Books. Establishment of a Saturday School REALE Book class structure and plan. This will help increase language and culture outreach for Akimel O'odham language.

With the help of First One Hundred Institute, A Realebook project has been introduced at both Districts, participants are eager especially community elders are looking forward to contribute in digitizing the content of selected books that reflect the local culture and language of Gila River Indian Community.

*Kids and adults are learning their language and songs. REALE books have been printed on a larger scale. FACE parents are understanding and embracing Literacy as well as Culture and Tradition. Their support will help elevate outreach. They have begun to create new books to share with their families and the community. We estimate reaching **40+ families** over the course of the school year with REALE Book publication.*

Teen Parent Ed Program

Baby Smarts

Successes

With the start of the new school year BabySmarts sees an increase in participants. BabySmarts enrolled 9 new moms and 5 new dads during the month of August. Each parent enrolled voluntarily, seeking support in developing their parenting skills and wanting to learn more on how to grow as a parent.

Barriers

Transportation and childcare for children of teen parents.

Collaborations

- This partnership has allowed for ongoing problem solving and support for the teen parents on these high school campuses. Having the BabySmarts case manager located on campus at VHM High School has proven to be a huge support system for the enrolled teen parents.
- VHM, and Early Headstart collaborated in enrolling more parents and babies in the Early Headstart site located on the VHM campus. We were able to enroll 5 babies at the VHM Early Headstart site for the 2013-2014 school year.



Association for Supportive Child Care

Kith & Kin Project

Successes

During the first quarter, the Arizona Kith and Kin Project has provided training and support to **11** family, friend and neighbor care providers in the Gila River Indian Community during this quarter.

In addition, the program is gathering data at each training site regarding the *number of children ages zero (0) to five (5) that are being impacted by these services*. During this quarter, the program has impacted **16** children through the services being provided through their child care providers.

Barriers

Staffing

Collaborations

The Arizona Kith and Kin Project has partnered with the following organizations in order to provide outreach and training for Family, Friend, and Neighbor Child Care Providers. These organizations include FACE, WIC, and GENESIS. These partnerships are crucial for the participants in providing them with resources in their community.





FIRST THINGS FIRST

Gila River Indian Community Regional Partnership Council

First Things First Mission: To increase the quality of, and access to, the early childhood development and health systems that ensures all children entering school comes healthy and ready to succeed.

First Things First Vision: All Arizona children birth through age five are afforded opportunities to achieve their maximum potential to succeed in school and life.

Locally Driven: The First Things First delivery system is rooted in local communities. Thirty-one Regional Partnership Councils have been designated across the state. Each Regional Partnership Council is comprised of eleven volunteer council members and staffed by a Regional Director. They are responsible for conducting a comprehensive regional needs and assets assessment and setting funding priorities for their region based on the outcome of that assessment.

Request for Applications

Professional Development/Staff Training will include opportunities for education or health programs throughout the Community who have little or no professional development budgets. **The Regional Partnership Council is accepting proposals from programs, departments or agencies interested in funding sponsorship to attend but not limited to the following conferences:**

2014 Intertribal Circle of Caring and Sharing Conference
Head Start Infant Toddler Mental Health Conference

TO APPLY:

Please submit a Letter of Proposal from your program director or administrator to include the following: program name, short description of your program services to children 0-5, description of who will attend (staff positions), expected outcomes of attending, total amount requested, and a narrative description of the expenses to be included under the request (number of attendees, expenses). Include a signature, name and title of person requesting.

Request may include costs of conference registration, travel and lodging. Funding to be available through reimbursement of expenses paid.

Submit to: First Things First, Gila River Indian Community Regional Partnership Council, c/o Cathy Thornton Brown, by **5:00 p.m., on January 9, 2014** via email at cbrown@aztf.gov.

Funding is limited. All proposals will be considered and responses provided to applicants on January 20th, 2014.

If you have further questions or are in need of additional assistance please call Cathy Brown at 480-297-4815.



FIRST THINGS FIRST

GRANTEE CONTRACT
RENEWAL PROCESS

SFY2015 (JULY 1, 2014 - JUNE 30, 2015)



FIRST THINGS FIRST

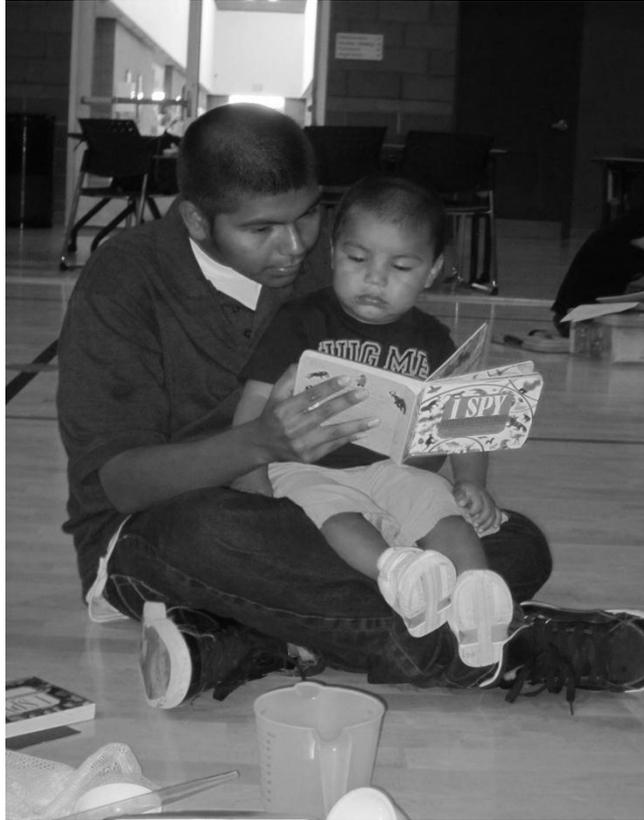
GRANT LIFE CYCLE



- Each grant has a **one year term**.
- The grant is **renewable** for up to a total of **2** years. We have some grantees who are in their first year of service/implementation and some that are in their second year of service.



RENEWAL PROCESS WORKFLOW

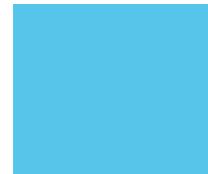


November / December

- Council sets its **strategic direction** via the **funding plan strategic planning** process.



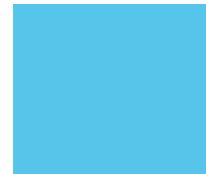
FIRST THINGS FIRST



RENEWAL PROCESS WORKFLOW

January / February/March

- Council presents **funding plan to state board / obtains approval.**
- Council determines which grantees are sent **renewal applications (all or select grantees).**



RENEWAL PROCESS WORKFLOW

March / April

- **Renewal applications** are sent to grantees.
 - Issuing an application is **not a guarantee of renewal**



RENEWAL PROCESS WORKFLOW

March / April

- Grantees have about **four weeks** to **complete** the application.
- **Application reviewed by FTF Staff.**
 - Council and Staff Determine the number of meetings needed to discuss all renewals



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RENEWAL PROCESS WORKFLOW



May

- Council members **review renewal application summaries prepared by staff**
- Consider **data trends** and most recent **program data.**
- Council reviews **Y-T-D Financial Data.**
- Council makes **renewal decisions.**



FIRST THINGS FIRST



RENEWAL PROCESS WORKFLOW

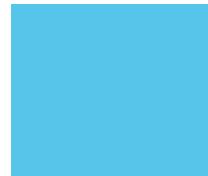


May

FTF Staff **submit** Council's renewal decisions for **June State Board meeting**



FIRST THINGS FIRST



Grantee Renewal Application Process

- **Renewal Applications** are distributed in **March** with a **4 week response time** for grantees.
- When the renewal application is completed, FTF staff will review the application and make recommendations to councils. **Councils will make decisions.**
- Councils can decide **not** to renew a grant.



RENEWAL DECISIONS



Renewal Decisions can be supported by using:

- Grantee Performance Closeout Data
- Q1 Grantee Performance Data
- Q2 Grantee Performance Data
- Grantee Financial Close-out Expenditures
- Y-T-D Financial Expenditures
- Grantee Presentations



FIRST THINGS FIRST



Decision to be Made by Council

Regional Grantees up for Renewal:

- Gila River Health Care Corp - Home Visitation (Baby Smarts)
- Gila River Health Care Corp - PE/CBT (Baby Smarts)
- Gila Crossing Community School - Native Language
- ASCC - FFN (multi-regional contract)





Meeting Agenda
System Building to Support Children in Crisis
Jury Assembly Room GRIC Judicial Court
721 W. Seed Farm Rd 280 South

Agenda

Wednesday, January 15, 2014
1:00 p.m. – 2:30p.m

1. Welcome Judge, Kami Hart

2. Case Study: Group will walk through a case of a newly removed 2 month old baby. TSS/Group

What happens? Process	when
who	why
where	how much

3. Case Study: Group will walk through a case of a newly removed 2 year old toddler. TSS/Group

4. December Meeting Follow Up:
 - During our last meeting a sample **passport** booklet was presented by Dr. Gross and Pediatric Case Mgr, Michelle Burk. Discussion around the passport included whether we can make it comprehensive and informative for, health professionals and foster parent(s). Karen and I will follow up with Michelle Burk, Christa Caamano, Emily Warburton, and Joan Grey to work on the passport and bring a draft to our December meeting.
 - Checklist for Judges: a sample **checklist** for Judges was presented. Judge Hart, Judge Pedro Karen and TSS will be working on a first draft of edits. Once the edits have been made I will send the document to entire group for additional edits and feedback.
 - Karen Wolf will follow up with **MIS**.

5. February Meeting Date

First Things First

Gila River Indian Community Regional Partnership Council

Governance Policy Manual

PREFACE

This document, initially adopted by the Gila River Indian Community Regional Partnership Council on May 13, 2009 and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the Gila River Indian Community Regional Partnership Council.

DISCLAIMER

ALL POLICIES IN THIS GOVERNANCE POLICY MANUAL ARE SUBJECT TO CHANGE FROM TIME TO TIME AS APPROVED BY THE REGIONAL PARTNERSHIP COUNCIL. THE FIRST THINGS FIRST REGIONAL OFFICE DISSEMINATES HARD COPIES OF ADDITIONS/REVISIONS NOT MORE THAN TWICE EACH YEAR. THE WEB COPY, LOCATED AT [HTTP://WWW.AZECDH.GOV](http://www.azecdh.gov) IS UPDATED AS NEEDED FOLLOWING APPROVAL BY THE REGIONAL PARTNERSHIP COUNCIL PRIOR TO ACTING IN RELIANCE UPON A SPECIFIC COUNCIL POLICY AS IT APPROVED ANY ADDITIONS OR REVISIONS TO THAT SPECIFIC POLICY.

Contact (Cathy Thornton at 602-771-4991 or cthorton@azfff.gov)

Contact us:
First Things First
Gila River Indian Community Regional Partnership Council
4000 North Central Avenue, Suite 800
Phoenix, Arizona 85012
602-771-5100 office
602-274-7040 fax

1-101 Organization, Authority and Location

The Gila River Indian Community Regional Partnership Council (herein “the Council”) is established as a result of a ballot initiative, Proposition 203, which was approved by voters in November 2006. The purpose, authority, powers and duties of the Council are included in A.R.S. Title 8, Chapter 13 as well as in other statutes and laws of the State of Arizona. The Council is appointed by the Arizona Early Childhood Development and Health Board and assisted in the performance of its duties by staff employees known as the First Things First Staff. The Gila River Indian Community Regional Office is located in Mesa, Arizona. The office is maintained by the Regional Staff.

1-102 Departure from Council Policy

- A. Persons desiring to depart from the policies adopted by the Council shall submit a request in writing to the Chairperson of the Council
- B. No departure from Council policy shall be permitted without the approval of the Council

1-103 Meetings of the Council

The Council shall adopt a calendar of regular meetings of the Council prior to the beginning of each fiscal year. The Chairperson or any four members of the Council may at any time call a special meeting of the Council.

A majority of the membership of the Council shall constitute a quorum for the transaction of business at any meeting of the Council, but a number less than a quorum may adjourn from time to time. Council members may participate at any meeting in person, by teleconference and/or by videoconference provided that all members may hear one another.

Public notice of all meetings of the Council shall be provided in accordance with the requirements of law. In addition, written notice shall be provided to each member of the Council. All notices required by this policy shall at least specify the time, date and place of the meeting.

Written notice of any regular meeting of the Council, plus the agenda and all material relating to agenda items, shall be transmitted to each member of the Council at each member’s last known place of residence or other designated address by the quickest and most reliable method at least ten days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least three days prior to the scheduled meeting. Except with the approval of three-fourths of the voting members in attendance at a meeting, and if permitted by law, no action shall be taken by the Council on any matter where material is not timely submitted in accordance with this policy.

Special meetings may be held upon such notice to the members of the Council as is appropriate

to the circumstances and upon such public notice as is required by law. Special meetings may be held by teleconference and/or videoconference. All material relating to special meeting agenda items shall be transmitted to each member of the Council as far in advance of the meeting as possible.

1-104 Meeting Procedures

The rules contained in the current edition of Robert's Rules of Order Newly Revised (available online at <http://www.rulesonline.com/>) shall govern the deliberations of the Council in all cases to which they are applicable and in which they are not inconsistent with these Council policies and special rules of order the Council may adopt, and with any applicable statutes.

The order of business for any regular meeting of the Council shall be in accordance with the written agenda prepared for the meeting. Such agenda shall provide for both an executive session and open session in accordance with requirements of law. The open session portion of the agenda shall provide at least for the following:

1. Call to order
2. Call to the public
3. Approval of minutes of prior regular or special meetings if not included on consent agenda
4. Adoption of all consent agenda items
5. Matters presented by the chairs of standing committees of the Council
6. Reports, if any, from ad hoc or special committees appointed by the Council
7. Matters presented by the First Things First Regional Coordinator
8. Announcements and adjournment

Routine matters listed in the open session portion of the agenda for a regular meeting of the Council may be grouped together and decided by the Council without discussion or debate. Such matters shall be designated as "Consent Agenda Items." Any member of the Council may request discussion or debate on any individual item listed as a Consent Agenda Item, and the matter shall be considered and decided separately at such time in the meeting as may be directed by the Chairperson.

During the course of any regular meeting of the Council, the Chairperson shall act as presiding officer and all motions shall be directed to the Chairperson. However, the Chairperson may delegate to the chair of each respective standing committee the responsibility for chairing discussion of items presented to the Council by that chairperson. Whenever a matter before the Council is deferred for further discussion, the Chairperson may assign the matter to an appropriate committee, schedule the matter for further consideration at a future meeting of the Council, or take other appropriate action, and may otherwise direct the Regional Staff with respect to the matter.

All meetings of the Council are open to the public except for executive sessions. The Council reserves the right, however, to maintain order to prevent interference by any member or members of the public with the conduct of its meetings.

1-105 Call to the Public Procedure

During each Council meeting, the Council conducts a “Call to the Public” when members of the public may address the Council. Speakers who wish to address the Council:

- Must turn in a signed request (using the form provided at the Council meeting) to the Regional Coordinator. Any written materials for the Council should be included with this request.
- Are given up to four minutes to make their remarks.

The following priority will be given to speakers during “Call to the Public”:

1. Matters scheduled on the same meeting’s agenda.
2. Other matters; presenters who haven’t address the Council in the previous two months.
3. Other matters: presenters who have addressed the Council in the previous two months.

The Council retains its prerogative to:

- Refuse to hear comments on a specific issue if a public comment session has been held on the issue.
- Limit the time or the number of speakers on the same issue.
- Refuse to have letters read *on behalf of other individuals*.

If speakers have comments that are too long for the time allowed, or if members of the public would like materials distributed to the Council, written materials may be provided to the Regional Coordinator. All written materials are distributed to and given consideration by the Council.

Because of the diversity of issues presented during “Call to the Public,” Council members generally do not respond to speakers during this comment period. The speaker’s concerns are recorded and may be referred to the appropriate staff for follow-up. The Council is informed of the outcomes of the staff efforts to respond to the speaker’s concerns.

1-106 Minutes of Meetings of the Council

Minutes of all meetings of the Council shall be created and maintained in accordance with the requirements of law. The Council may incorporate by reference into its minutes lists of staff changes, reports, lists of budget information, formal written resolutions and other material of similar import, and such material shall be maintained in a permanent file to be designated as the “GRIC Regional Partnership Council’s Documents File,” which shall be kept in the custody of the Regional Coordinator and available for ready reference.

Each member of the Council shall be furnished with copies of the minutes of the open session portion of each regular and special meeting of the Council. Members of the Council shall be furnished with copies of the minutes of the executive session portion of any meeting of the

Council for the purpose of approving those minutes, after which all copies shall be returned to the Regional Coordinator.

All minutes of the open session portion of any meeting of the Council shall be open to public inspection during regular business hours at the First Things First Regional Office located in Mesa, AZ. Minutes of executive sessions shall be kept confidential except from members of the Council or as otherwise required by law. Copies of minutes or excerpts from any minutes of the open session portion of any Council meeting or from any executive session, if the law permits such disclosure, may be furnished by the Regional Coordinator. If such minutes have not yet been approved by the Council, they shall be marked "Draft."

1-107 Committees and Subcommittees

The Council may establish and maintain standing committees composed of members of the Council appointed by the Chairperson. The Chairperson will serve as an ex officio member of all standing committees.

Standing Committees may meet either apart from regular meetings of the Council and provide a report to the Council of business conducted, or may meet as a committee of the whole during the course of a regular Council meeting. All members of the Council attending a standing committee meeting are eligible for voting on standing committee matters.

The Chairperson of the Council may establish such other ad hoc or special committees as the Chairperson deems necessary or advisable. The Chairperson shall appoint the membership of such committees, which may, but need not, include members of the Council, and shall designate the matters to be considered by said committees. All such committees shall act as advisory bodies to the Council and report their recommendations to the Council.

All such standing, ad hoc or special committees shall hold and conduct their meetings in accordance with requirements of law. The chair of each such committee shall be its presiding officer and shall set the time, date and place of the meetings.

The Executive Committee shall be a standing committee of the Council. Its members shall include the Chairperson, Vice-Chairperson and the chairs of any other Standing Committees established by the Council. Unless otherwise directed by the Chairperson, the Chairperson will preside of the Executive Committee. If the law permits, the Council may delegate a specific decision-making authority to the Executive Committee from time to time. In addition, if a matter is deemed to be urgent by the Chairperson, the Executive Committee may be convened for specific decision-making, subject to adoption at a subsequent regular meeting of the Council.

1-108 Council Officers and Their Duties

At the first regular meeting of the Council following May 1 of each fiscal year beginning in 2008, the Council shall elect a Chairperson and Vice-Chairperson from among the appointed

members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected. The election shall be by ballot.

In the absence of good reason to the contrary, it shall be the Policy of the Council, in nominating members to serve as its Chairperson and Vice Chairperson, to nominate members who have previously served as a member of the executive committee to help ensure greater past experience on the Council. Notwithstanding the previously stated preference for experience, the Council may nominate any appointed member for its Chairperson and Vice-Chairperson. A majority vote of the appointed members of the Council shall be required to elect.

It shall be the duty of the Chairperson to preside over the meetings of the Council, to call meetings as herein provided, to serve as an ex officio member of all committees of the Council, and to perform such other duties as are set forth in these policies or as shall be vested in the Chairperson.

It shall be the duty of the Vice-Chairperson to assume the duties of the Chairperson in the absence of the Chairperson. The Vice-Chairperson does not automatically succeed the Chairperson. Both the Chairperson and the Vice-Chairperson are eligible for reelection.

1-109 Communications To or From the Council

In order to establish and maintain open communication and trust between the G.R.I.C. Tribal Council and the G.R.I.C. Regional Partnership Council, the G.R.I.C. Regional Partnership Council Chairperson, Vice Chair, or Council member delegated by the Chair will attend monthly Education Standing Committee meetings, when the G.R.I.C. Regional Partnership Council has a report to present to the Education Standing Committee.

Communications from the Council to members of the legislature, the press and the public should, whenever possible, be transmitted by and through the Chairperson of the Council. Inquiries in regard to matters upon which the Council has taken, or probably will take a position, should be referred to the Chairperson.

There will be cases when an individual member of Council will feel obligated to answer inquiries. In these cases, the member of the Council expressing an opinion as to matters upon which Council has taken a position should support the position taken by the Council or make it perfectly clear that he or she is expressing an opinion that has not been approved by the Council.

1-110 Lobbying

The Council recognizes and appreciates the privilege each individual in this State and nation has to express his or her opinion and to seek to make that opinion known to members of Congress, and State legislature. The Council also recognizes the responsibilities with which it has been entrusted in connection with the operation of the early childhood development and health system

and the advancement of early childhood development and health programs in the State of Arizona and recognizes that on occasion the interests of the Council will not coincide with the interests of individual members of the Council.

In approaching members of the State legislature or members of Congress, members of the Council shall make every effort to indicate clearly that the position they take is an individual position or is the position of a group other than the Council. In instances in which the Council has taken an official position, the member endorsing a differing position shall make it clear to the legislative body that the Council has endorsed a different or contrary position.

The members responsible for the disbursement or allocation of State funds shall determine prior to disbursement or allocation that such funds will not be used for purposes of influencing legislation.

Only the Chairperson of the Council or his or her designated delegate shall speak for the Council to members of the legislature in matters relating to policy. In responding to members of congress or State legislators, Council members shall make every effort to accurately communicate official Council positions. In matters for which the Council hasn't taken an official position, Council members should indicate clearly that the position they take is an individual position or is the position of a group other than the Council.

This policy is not intended to nor shall it be enforced so as to restrict rights guaranteed to individual employees or Council members but is an attempt only to separate the views of those individuals from positions which the Council may take in attempting to discharge its responsibilities under the statutes of the State of Arizona.

1-111 Conflict Of Interest

Council members and employees shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8. These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their direct or indirect pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale, purchase or service.

Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

Under this law, a Council member or employee who has a conflict of interest must disclose the interest and refrain from participating in the matter. Council members and employees may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website at http://www.azag.gov/Agency_Handbook/Agency_Handbook.html. Public

officers and employees should review conflicts of interest matters not specifically addressed in the Handbook with their supervisors or legal counsel.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, no Regional Partnership Council member shall vote on, or participate in the discussion of, any grant proposal in which any entity by which they are employed or on whose Council they serve has a substantial interest, as defined by Section 38-502.

Furthermore, in accordance with A.R.S. Section 8-1191(C)(5), Council members are specifically prohibited from having a substantial interest in the provision of early childhood education services as defined by Section 38-502.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, all Council members shall complete a Conflict of Interest Statement upon adoption of this policy and annually thereafter on a form to be provided by First Things First. These forms will be reviewed by the Regional Coordinator and legal counsel for resolution or mitigation of potential conflicts of interest. Any potential conflicts of interest that cannot be resolved or mitigated satisfactorily will be placed on the Regional Council's upcoming agenda for disclosure purposes and to help ensure compliance with the conflict of interest laws. In addition, the Regional Coordinator will prepare a summary report of the Conflict of Interest Statements filed each year for Council review.

The Conflict of Interest Statement prepared annually by the Regional Coordinator will be reviewed by the Council.

1-112 Regional Council Member Attendance

Attendance Expectations: Regional Council members are expected to attend all Regional Council meetings. However, it is understood, that there will be times when Regional Council members will need to miss a meeting. The Region Coordinator will maintain an attendance roster that documents each Regional Council member's attendance at scheduled meetings.

Excused Absence: An excused absence occurs when a Regional Council member is unable to attend a meeting due to emergency, illness, injury, or previously scheduled travel or work or family obligation, which prevents participation at a meeting either in person or by phone.

Notification of a previously planned obligation should be provided to the Regional Coordinator at least 2 weeks in advance of the scheduled meeting. A Regional Council member who misses a meeting other than for a previously planned obligation must still contact the Regional Coordinator as soon as possible with the reason for missing a meeting. An emergency is a situation that cannot reasonably be planned for in advance, e.g. car trouble, weather conditions, family illness.

Unexcused Absence: An unexcused absence occurs when a Regional Council member is absent from a scheduled meeting without providing sufficient notice or without providing a bona-fide explanation of the reasons for the member's absence, consistent with excused absence definition above.

Determination of Excused Absence: The Regional Coordinator will determine whether an absence qualifies as an excused or unexcused absence. If there is a question about whether an absence meets the definition of an excused absence, the Regional Coordinator may consult with the Regional Council Chair or their Region’s Manager for a determination.

Problem Attendance: An attendance problem will be defined as:

- a. 2 consecutive unexcused absences
- b. 3 consecutive absences, excused or unexcused
- c. more than 3 unexcused absences in a 12-month period
- d. more than 5 excused and unexcused absences in a 12 month period

Addressing an Attendance Problem: Upon identification of an attendance problem under “a” or “b” above, the Regional Council Chair or Regional Coordinator will call the Regional Partnership Council member to discuss their attendance record and remind him/her of the attendance expectations.

If a member reaches a level of non-attendance as identified in “c” above, the Regional Council Chair or Coordinator will ask the member to resign his/her position on the Regional Partnership Council. If, upon request, the member does not resign, the matter shall be forwarded to the Board for appropriate action.

If a member reaches a level of non-attendance under “d” above, of which no more than 3 are unexcused, the Regional Council Chair or Regional Coordinator may ask the member to resign his/her position in order to ensure the Council has sufficient participation to timely and appropriately complete its work. If the member refuses to resign, the matter shall be taken to the full Regional Partnership Council, discussed and a decision made to allow the member to continue to participate or to refer the member to the Board for possible removal from the Regional Council.

1-113 Amendments

These policies shall not be added to, amended, or repealed except at a meeting of the Council and by public vote of a majority of all voting members of the Council. Any proposed addition, deletion, or amendment shall be filed with the Regional Coordinator, in writing, at least ten days before such meeting, and it shall be the duty of the Regional Coordinator to promptly distribute a copy to each member of the Council.

Amendments to Council policy will require a two-step process to adopt: 1) the draft policy change will receive a *first reading* at a public meeting, during which Council members may discuss the draft amendment and request that staff make changes as deemed appropriate (a vote to adopt is not taken at this stage) and 2) the draft policy change will receive a *second reading* at a subsequent public meeting during which the Council may direct staff to make further changes or may vote its adoption.



STATEWIDE REPORT SHOWS NEED FOR CONTINUED INVESTMENT IN YOUNG KIDS

On December 10, the First Things First Board approved *Building Bright Futures*, the 2013 statewide needs and assets report. The report describes the status of young children in various areas, including: demographics, economics, education and health. Some notable items from this year's report include:

- More than 1 in 4 children 5 and younger in Arizona live in poverty, and the child poverty rate in our state is growing faster than the nation.
- An estimated 12 percent of young children live in the household of their grandparents, a figure that has been growing rapidly over the past few years. Statewide, 30 percent of households led by a grandparent have no parent of the children present, and almost 1 in 4 grandparents raising their grandchildren lives in poverty.
- In 2009, more than 30 percent of Arizona's toddler and preschoolers had untreated tooth decay, and approximately 71 percent of the state's 4-year-olds had never seen a dentist.

While FTF is doing its part to enhance education, health and family support programs for young children, Board Chair Steven W. Lynn stressed after the presentation that the data in *Building Bright Futures* demonstrate the need for restored funding for the state's tattered safety net. He suggested that FTF staff look in to how the information in the report could be used to highlight the needs of young children in the upcoming legislative session.

Board members and staff also expressed hope that the information in *Building Bright Futures* would spark community conversations about enhanced funding for other early childhood programs that promote school readiness for all kids.

The report is available at azfff.gov, under Reports and Publications.

DISCRETIONARY FUNDS – AD HOC COMMITTEE'S CONSIDERATIONS

In 2012, the Board commissioned an analysis of First Things First's tobacco tax revenue to assess future revenue estimates. This analysis was used to revise the sustainability model established by the Board, which is utilized when setting the annual budget including the draw on the fund balance. In addition, the Board reviewed an analysis of the regional carry forward balance. During this financial review, the Board determined that they also wanted to have a discussion on how discretionary funding is currently allocated. It was determined that this discussion would occur after the regional council chairs and vice chairs had the opportunity to review and discuss the issue.

In October 2012, the chairs and vice chairs discussed this topic at their leadership forum and also held discussions with their regional councils. Feedback was compiled across the 31 regional councils and reviewed at the February 2013 leadership forum. An ad hoc committee was formed to review the feedback and develop considerations to present to the Board.

At the Dec. 10 meeting, committee members Tony Bruno (South Pima Regional Council) and Shanna Tautolo (Pascua Yaqui Tribe Regional Council) presented to the Board two considerations from the committee: 1) that the current method for distributing discretionary funding be maintained and, 2) that the Board re-consider its frontier definition to determine if additional regions meet that definition.

If the Board changes how discretionary funding is allocated, the committee suggested that the new process not put regions in competition with each other and that any changes made should be in alignment with the councils' 3-year funding plan cycles.

The Board expressed its appreciation for the work of the committee. CFO Josh Allen then provided a presentation on the broader and longer term allocation considerations of FTF - including sustainability planning, fund balance and discretionary funding. In anticipation of the SFY16-18 planning cycle, the Board asked that the Finance Committee conduct a comprehensive analysis of the Board's long-term allocation strategy and provide recommendations for the Board's consideration at its April meeting. The Board asked that members of the ad hoc committee and their considerations be included in this process.

PROGRESS MADE IN IMPLEMENTING PROFESSIONAL DEVELOPMENT PLAN

First Things First Chief Program Officer Karen Woodhouse updated the Board on the implementation of the Professional Development Strategic Plan. The plan, approved by the Board in 2012, identified three high-priority areas FTF would work in, including early childhood degrees and credentials, a framework for workforce knowledge and competencies, and a workforce registry and professional development website.

The updates provided to the Board on Dec. 10 included:

Foundational work on a Prior Learning Assessment that would be eligible for college credit is near completion. In spring 2014, colleges willing to participate in Phase I implementation will be identified. Phase I of implementation will begin in July 2014.

Three colleges are working with the Professional Development Work Group to develop a draft of an Associate of Arts in Early Childhood Education (AAECE) degree. By May 2014, it is anticipated that those three colleges will guide the AAECE through the curriculum adoption processes at their respective institutions. Hopefully, those processes can be completed in time for the degree to be available at those three institutions for the FY16 school year.

The Knowledge and Competencies Framework has been developed and has gone through two rounds of vetting with system stakeholders. The final copy is expected by the end of calendar year 2013, with initial dissemination to early childhood faculty beginning in January 2014.

Initial design of the registry and website has begun. Two issues that continue to be worked on are locating an administrative home for the site and a staff plan for the site's maintenance.

In addition to the update on the statewide professional development plan, the Board's meeting included a presentation and panel discussion on one of the innovative professional development strategies being implemented with FTF funding – the Communities of Practice model in the Southeast Region.



PANEL DESCRIBES SUCCESS IN PROFESSIONAL DEVELOPMENT FOR EARLY EDUCATORS

The Central Pima Regional Council developed the Community of Practice model to provide comprehensive professional development to local early educators. This model encourages peer-facilitated learning and brings subject matter experts (i.e. visiting faculty, published authors, researchers, etc.) to the region's early childhood educators. These professional development opportunities are also tied to college credit if the participants are continuing their path toward college degrees. The program has expanded and now includes all the regions in the area.

During the Dec. 10 meeting, the Board received a summary of an evaluation of the strategy conducted by Mid-Continent Research for Education and Learning (McREL). The evaluation found that the strategy is meeting the needs of many local early childhood educators; provides hands-on learning opportunities, access to subject matter experts and peer networking opportunities that are tied to college credit; and, has positively changed practices for participating teacher and administrators.

Challenges identified in the study included the need to reduce barriers to participation, such as lack of transportation; gather outcome data to determine how participation is impacting young children taught by early educators in the program; and identifying resources to sustain the model revenues decline.

As part of the presentation, the Board heard from a panel of program participants. A sample of their comments includes:

Amber Jones – Employee of Child and Family Resources, member of the North Pima Regional Council and Coordinator of Project BEST, a Community of Practice that focuses on infants and toddlers. Jones shared the story of a center director who participated in a Community of Practice and as a result decided to require her teachers to have or be pursuing a college degree. She lost several staff members in the process. The director held a family night that had almost 300 attendees. The director shared with families what she had learned about a quality early learning environment. She explained to families that providing quality meant she would have to raise her rates. Even though her center is a very economically challenged area, she has not lost a single student.

Adrian Weaver – Early childhood teacher at Cottonwood Enrichment Center. Weaver said that through the program, she has found a community that is as passionate about early childhood as she is. She said she has learned things that she can put in to practice right away in her classroom. Weaver added that participation in the program has given her the confidence to apply for scholarships, expand her learning, complete her associate's degree and apply for the early childhood education graduate program at the University of Arizona.

Vivian Lewis – Head Start teacher for the Tohono O'odham Nation for 15 years. Ms. Lewis said the program helped her recently complete her bachelor's degree. She said she has been most impressed with what she has learned through the program about the need to preserve and implement cultural literacy. She said she has been working to do so in her classroom, learning new vocabulary and making native language books herself with the help of native speakers. She said her participation helps her to honor herself and her nation.



EVALUATION FINDS FAMILY SUPPORT STRATEGIES VARY IN SUCCESS OF IMPLEMENTATION

Harder + Company presented its findings of an evaluation of family support strategies across five regions: Cochise, Central Pima, North Pima, Santa Cruz and South Phoenix.

The study rated the regions' implementation of family support strategies – including home visitation, family resource centers and community-based parent education – across six areas, including: design, capacity, implementation, effectiveness, systems and resources. The study included data from staff, council member and grantee interviews, participant interviews, needs and assets reports, funding plans and grantee quarterly reports.

The study's 4-tier scale included ratings from lowest to highest of Not Rated (insufficient evidence) Emerging, Established and Advanced. Three regions had advanced ratings; two regions had established ratings.

Based upon their findings, evaluators recommended that the regions continue to monitor regional population trends to address local needs; invest in opportunities to further enhance the capacity of family support strategies; address challenges to family engagement; strengthen cross-regional collaboration among FTF-funded grantees; and expand the analysis of service unit costs.

Several Board members thanked evaluators for the depth of their study. Board Chair Steve Lynn said he would also like to see this and other studies delve more deeply into the impact that the programs are having on families and professionals working with families and children, and ultimately, the school readiness of children.



BOARD DEEPLY CONCERNED ABOUT CURRENT CPS SITUATION

Board members at the Dec. 10 meeting expressed concern and frustration over the current crisis in Child Protective Services, which centers around more than 6,000 reports of abuse or neglect that have not been investigated. The Board's conversation centered around 4 main themes:

- Expressing FTF's concerns about the current crisis in CPS;
- Renewing FTF's expectations that the state's safety net be adequately funded;
- Reiterating the voters' expectations of FTF; and,
- Describing how FTF is doing its part to support strong families.

Board Chair Steve Lynn reiterated that the Legislature needs to consider the impact that cuts to social services have had on the most vulnerable children. He and other Board members called on policymakers to restore that funding. Member Basha said the current situation highlights the importance of prevention, and that many in our community are unaware of the strong role FTF plays in early intervention efforts.

At the end of the discussion, the members asked Brad Willis, who represents DES Director Clarence Carter on the Board, to keep them apprised of any developments in this distressing situation.

Save the date! The next FTF Board meeting will be held January 22 in Phoenix.

CEO SEARCH UPDATE

Chair Lynn updated the Board and members of the public on progress in hiring a Chief Executive Officer. A search firm has been retained – Diversified Search from Washington, D.C.

Over the next few months, the firm will search for viable candidates to present to the Board's sub-committee. In the spring, the Board sub-committee will conduct interviews and forward their top two or three candidates for consideration by the full Board.

Depending on the employment/personal situation of the individual selected, the Board hopes to have a new CEO in place by early summer. Sam Leyvas will continue to serve as interim CEO.

The April Board meeting – originally slated to be held in Flagstaff – will be held in Phoenix to accommodate the work of the selection committee and final candidate selection.

The Board will consider whether any remaining meetings in calendar year 2014 can be moved to Flagstaff.

CEO UPDATE

Interim CEO Sam Leyvas updated the Board on several key initiatives at FTF, including:

Sam indicated that he is pleased to see that early childhood is growing in importance at the statewide level, as evidenced by its selection as the topic for a recent Town Hall and its inclusion as a high-priority area of need in a document recently released by the Morrison Institute.

Sam congratulated FTF Senior Director for Tribal Affairs and regional directors Melissa Begay (Navajo Nation) and Ashely Pascual (Hualapai Tribe/Colorado River Indian Tribes) for their recent presentations at the National Indian Education Conference. Their presentations on Arizona's work with Indian tribes and strategies to preserve Native languages were well-received. He also congratulated FTF Senior Directors Dr. Aaliyah Samuel and Dr. Karen Piefer for their recent presentations at the conference of the National Association for the Education of Young Children.

Sam reminded the Board that the FTF's fall advertising campaign is in full swing. This is a continuation of the campaign initiated earlier this year focused on brain development in the first five years of life. The Board held a brief discussion on the importance of balancing efforts to increase awareness of the importance of early childhood with the need to also increase awareness of First Things First. Sam said the Board's comments would be taken into consideration as FTF plans for its next creative campaign, which will be focused on the importance of quality in early learning settings.

Lastly, Sam reminded the Board that FTF would begin its efforts to recruit 150+ regional council members for appointment to terms beginning July 1, 2014. Existing regional council members will be encouraged to re-apply and special efforts will be made to find qualified candidates for hard-to-fill seats.



UPDATE ON KINDERGARTEN DEVELOPMENTAL INVENTORY (KDI)

FTF Chief Program Officer Karen Woodhouse updated the Board on efforts to develop a systematic way to assess school readiness for all Arizona children.

Over the past year, the Arizona Department of Education (ADE), working in collaboration with the State Board of Education, FTF and the Virginia G. Piper Charitable Trust have led efforts to move forward on developing and implementing a Kindergarten Entry Assessment, which once adopted in Arizona, will be called the Kindergarten Developmental Inventory (KDI). These partners convened a KDI Stakeholder Taskforce, an advisory group funded by the Piper Trust to help raise issues that should be considered when planning for the KDI. The KDI Taskforce completed its report, which describes key considerations related to the KDI

instrument, professional development and training that will be needed, and communication strategies.

Karen said the Taskforce will continue to provide significant and beneficial input on the KDI instrumentation during the development process and will be able to facilitate communication with families, educators and stakeholders across the state.

In addition to these efforts to set the stage for a KDI, Arizona also joined with nine other states and three nationally recognized research partners in a consortium to enhance a state-of-the-art system for assessing young children's learning in the early elementary grades. Supported by a \$6.1 million Enhanced Assessment Grant from the U.S. Department of Education, these states, with North Carolina as the lead state, are developing a K-3 formative assessment that includes a KEA.

This K-3 assessment process will begin at kindergarten entry with a KEA, generating a Child Profile of children's learning and development, and continue through third grade. Through this project, those who care about education in the critical early elementary years will have a user-friendly, effective resource for generating clear information on where children are in their learning and where they need to go next. In order to realize this goal, the consortium is designing an assessment process with the following essential features: is formative in nature, defines learning holistically and accounts for children's diverse learning styles, is teacher friendly, is family and student friendly, builds on existing state work to develop KEAs and other educational assessments, and relies on stakeholder engagement.

Over the next year, Arizona will actively participate in the Consortium standards alignment (including the Arizona Early Learning Standards) and assessment development, and will contribute to and review new materials that emerge from the project. In FY 2015, initial pilot tests in a small number of schools will begin with the draft assessment. More extensive field testing is anticipated in FY 2016, as well as convening state experts to review assessment materials, and conducting focus groups and other in-depth forums with parents, teachers, administrators and other constituencies to explain and develop support for the assessments. Arizona will then conduct a formal procurement process to select a common KDI instrument and develop a plan to phase in the assessment and make it available statewide.

CELEBRATING A YEAR OF PROGRESS

Quality First is about continuous quality improvement, and the data shows that great progress is being made in programs across Arizona. As of November 2013, 32% of all enrolled providers were in the quality levels, up from 12% in November 2012. Statewide, the trend is clear: the quality of early care and education is improving. Thank you for your dedication and hard work.

	November 2012	November 2013	Increase
Enrolled Providers	759	874	+15%
Highest Quality (5 stars)	3	17	+466%
Quality Plus (4 stars)	19	72	+279%
Quality (3 stars)	71	187	+163%
Total in Quality Levels	93	276	+197%

PLANNING AHEAD

Want to know when your program is due for its next assessment? Log in to your profile summary in the Quality First Extranet and look for information on your assessment cycle on the right side of the page. Take note of the date your current cycle ends.

This information is valuable in helping you plan ahead – for staff professional development, ordering of materials, curriculum planning and child assessment – so you'll be ready for your next assessment.

Assessment Cycle

Assessment Cycle:
Rating (GF)

Assessment Completion Date:
9/4/2013

Date Current Cycle Ends:
9/4/2014

Log in to the Quality First Extranet at:
<https://extranet.azftf.gov/Extranet/Pages/default.aspx>

TALKING ABOUT QUALITY

Consistent, effective communication about your participation in Quality First can build awareness in your community of the importance of quality in early learning, motivate staff and parents to participate in quality improvement efforts, and increase referrals to your business. Refer to the Quality First Toolkit, available on the Extranet, for tips to help you speak with families about what Quality First is and why your participation is a good thing for the children in your care.

QF Provider Resources

- | Name |
|---|
| Child Care Health Consultation |
| Curriculum and Assessment Resources |
| Implementation Guide |
| Provider Reference Manual |
| Quality First Marketing Toolkit |
| TEACH |
| USCSC Recalled Products |

A close-up photograph of a woman with a joyful expression, smiling broadly. She is holding a young child, whose face is the central focus of the image. The child has dark hair and is looking directly at the camera with a slight smile. The woman is wearing a yellow top with pink straps. The background is a soft, out-of-focus blue.

OUR
COMMUNITY.

YOUR
LEADERSHIP.

THEIR
FUTURE.



FIRST THINGS FIRST

Ready for School. Set for Life.

Regional Partnership Council
Member Application Guide

Job Description

First Things First regional partnership councils are voluntary local governance bodies responsible for planning and implementing actions to improve early childhood development and health outcomes within a defined geographic area of the state (a region). Regional partnership council members apply, are screened and interviewed, and then are appointed by the First Things First (FTF) Board.

Regional partnership council members provide vision and leadership, as well as local governance and oversight, for the development of programs, services and collaborations to ensure every child birth through age 5 is healthy and ready to enter kindergarten prepared to learn.

The ideal candidate for regional partnership council membership will possess:

- A passion for ensuring every child has every opportunity possible to succeed,
- The commitment to excellence in creating healthy, safe and developmentally-appropriate learning environments for young children,
- A belief in the strength of parents, and
- A belief in the value of community collaboration.

Purpose:

Each member of the regional partnership council is an integral part of the leadership team providing direction and vision toward the achievement of the goals of the First Things First within their region. Council members are responsible for conducting the duties as defined under the law (A.R.S. 8-13-1161) and oversee efforts for their region in partnership and with oversight of the FTF Board. Key responsibilities are local governance, strategic planning and advancing the mission of First Things First.

Requirements:

1. Applicants must work or reside in the region.
2. Applicants must provide three suitable references for contact.
3. Applicants must be willing to serve a four year term on the regional partnership council.
4. Applicants must be able to commit to at least ten hours of work per month, including meeting preparation, committee meetings and regional partnership council meetings.

Applicant Experience and Abilities:

1. Demonstrated ability to work well with others in a diverse setting.
2. Demonstrated ability to work for consensus and to collaborate.
3. Willingness to commit the time required for participation.
4. Ability to share ideas while respecting the views of others.
5. Ability to probe proposals assertively, knowledgeably and purposefully.
6. Ability to analyze proposals clearly and critically.
7. Demonstrated ability to communicate ideas clearly and participate constructively.
8. Ability to understand the fundamental and strategic needs of the region.
9. Evidence of prior experience serving on a business, community or agency governing board is considered extremely helpful, but is not required.

Responsibilities:

1. Act in the best interest of the region's children and residents.
2. Work to engage community participation region wide.
3. Attend all regional partnership council meetings.
4. Prepare for regional council meetings, including review of meeting materials and documents.
5. Attend workshops, member training and any other special meetings scheduled.
6. Promote the mission and goals of First Things First.
7. Oversee the development of the regional needs and assets assessment.
8. Develop and oversee a strategic plan (regional funding plan).
9. Recommend and award grants for funding and service delivery to achieve outcomes established by the FTF Board.
10. Conduct meetings and business according to the policies established by the FTF Board, including but not limited to operating under the requirements of Arizona's Open Meeting Law and Conflict of Interest Law.

Resources:

1. Regional director and support staff to facilitate and support all aspects of the work of the regional partnership council.
2. Regional partnership council orientation, training and technical assistance as needed.
3. Mileage and per diem reimbursement for out-of-town meetings and trainings.

Background

In November 2006, the voters of Arizona passed a statewide ballot initiative that funds a voluntary system of early childhood development and health, establishing Arizona's Early Childhood Development and Health Board known as "First Things First". Arizona is now presented with an unprecedented opportunity to create an early childhood system that affords our children an equal chance to reach their fullest potential, provide families with real choices about their children's educational and developmental experiences, and engage every community in sharing the responsibility as well as the benefits of safe, healthy and productive residents. First Things First has established a clear vision and mission to guide its work.

VISION

All Arizona's children are ready to succeed in school and in life.

MISSION

First Things First is one of the critical partners in creating a family-centered, comprehensive, collaborative and high-quality early childhood system that supports the development, health and early education of all Arizona's children birth through age five.

The First Things First governance structure includes both a state level Board and local regional partnership councils. The model combines consistent state infrastructure and oversight with strong, local, community involvement in the planning and delivery of services.

- The First Things First State Board (the Board) consists of nine (9) volunteer members, appointed by the Governor and confirmed by the Senate, and three (3) non-voting/ex-officio members who are state agency (Department of Health Services, Department of Education and Department of Economic Security) directors or appointees. The Board has responsibility for planning and implementing actions which will result in an improved system of early childhood development and health statewide.
- The regional Partnership Councils are voluntary local governance bodies responsible for planning and implementing actions to improve early childhood development and health outcomes within a defined geographic area of the state (a region). Regional partnership council members apply, are screened and interviewed, and then are appointed by the State Board.

The First Things First geographic regional boundaries were initially established in 2007. The boundaries are reviewed by the Board every two years. Any approved boundary changes are to take effect the following July 1.

Indian tribes recognized by the federal government with tribal lands located in the State of Arizona may:

1. Participate in the designated geographical region or regions in which their tribal lands are located, or;
2. Elect to have its tribal lands treated as a separate region by the Board. If a tribe so elects, it shall inform the Board by March 1 of any even-numbered year that it wishes to be treated as a separate region for the next two fiscal years.

Beginning July 1, 2014, there will be 28 regional partnership councils throughout Arizona:



See page 13 for details of the geographic areas served by each regional council.

Statutory Responsibilities

Each regional partnership council has a variety of responsibilities under the law. Responsibilities defined in ARS Title 8, Chapter 13, Section 1161 are:

- A. Identify the assets available for early childhood development and health programs in its region, including opportunities for coordination and use of other available funding sources.
- B. Identify and prioritize the unmet need for early childhood development and health programs in its region.
- C. Submit a report detailing assets, coordination opportunities and unmet needs to the Board biannually. (The First Things First Board shall have the discretion to approve or reject a regional partnership council's assessment, in whole or in part, or to require revisions.)
- D. Annually develop a regional plan for the expenditure, during the next fiscal year, of funds budgeted by the Board pursuant to 8-1184 to meet the needs identified in its region.
- E. Conduct the approved programs directly and/or make the approved grants pursuant to Section 8-1173.
- F. Increase parents' and providers' access to information about early childhood development and health programs.
- G. May solicit private funds from individuals, corporations and foundations to support its efforts to improve the quality of and access to early childhood development and health programs in its Region. The Board must approve any gifts received in response to regional partnership council solicitations.

Composition and Requirements

1. As defined in ARS Title 8, Chapter 13, Section 1162, each regional partnership council shall be made up of eleven members who reside or work in the region. Required membership for regional partnership councils is defined below. While examples are defined, individual applicants may qualify based on experience or a description not specifically included but which are consistent with community norms.
 - **Parent:** parent of a child five or younger at the time of their appointment to the regional council - including guardians who are the primary care takers of a child five or younger.
 - **Child care provider or preschool provider:** licensed by the Arizona Department of Health Services, certified by the Arizona Department of Economic Security, authorized by a tribal government or the U.S. Department of Defense or registered with Child Care Resource and Referral.
 - **Health services provider:** serving children birth through 5 years. This may include but is not limited to physicians, nurses, county health department lay-health workers, school nurses, dentists, dental hygienists, registered dietitians, physical therapists, occupational therapists, speech therapists, psychologists, other physical and mental health services paraprofessionals.
 - **Public school administrator:** for the purposes of this requirement, charter schools established pursuant to Title 15 are considered public schools; this also includes tribal community schools and Federal/BIA schools on tribal lands.
 - **Early childhood educator:** Individuals providing early childhood professional development instruction, including but not limited to community college and university level instructors or administrators and other professional development organizations.
 - **Member of the business community:** an owner, officer, CEO or member of the executive management staff of a for-profit or not-for-profit business.
 - **Member of the faith community:** an individual with a voluntary or paid role within the faith community, a traditionalist in a tribal community, or other faith-based representation consistent with the community norms and titles.
 - **Member of a philanthropic organization:** a member of the Board of Directors or executive management staff.
 - **Tribal member representative:** a public official or employee of a tribal government. In addition to the specific public official or employee of a tribal government representative, tribal members may also participate in the regional council in any of the other categories listed.
 - **At large representative:** At Large membership is first available to tribal representatives from each tribal nation located in the region. The balance of membership must be a community member who lives or works in the region and who may, but is not required to, represent any of the categories identified above.

2. Members must either work in or reside in the region of the regional partnership council on which they serve.
3. Membership of a regional partnership council should, as much as possible, reflect the cultural, ethnic and geographic diversity of the population of the region.
4. Members of the regional partnership councils shall be appointed by the First Things First State Board. An application and selection process is in place in order to make recommendations to the Board.
5. After 2010, all terms of membership shall run in four-year terms, to begin and end July 1.
 - A. Initial terms of members for each regional partnership council were:
 - Five terms that began April 1, 2008, and ended June 30, 2010.
 - Six terms that began April 1, 2008, and ended June 30, 2012.
 - B. Following the initial terms above, all terms will be four-year terms:
 - Five which began July 1, 2010, and will end June 30, 2014.
 - Six which began July 1, 2012, and will end June 30, 2016.
6. Tribal nations included in a region (the tribe has not selected to have a separate regional partnership council) shall have a representative on the regional partnership council.
7. A regional partnership council with boundaries which include multiple tribal nations shall have a representative from each of the tribal nations included within the regional boundaries.
8. Regional partnership council members may serve on only one regional partnership council at a time.
9. Members of the regional partnership council who miss more than three meetings without excuse or resign their membership shall be replaced by the Board after a public application process and with the input of the regional partnership council. ARS 8-1162(c). The full attendance policy is available in the Regional Governance Policy.
10. Regional partnership council members are not eligible to receive compensation. They are eligible for travel expenses and reimbursement for subsistence pursuant to Title 38, Chapter 4, Article 2. Reimbursement shall be paid from the administrative costs account of the Early Childhood.
11. Members of the regional partnership council are immune from personal liability with respect to all acts done and actions taken in good faith within the scope of their authority during duly constituted regular and special meetings with approval of a majority of the regional partnership council.

Application, Selection and New Appointment Process

1. The application guide, job description and application for the regional partnership council membership are posted on the First Things First website, www.azftf.gov/serve.

Hard copy application forms can be downloaded from the website or are available by request by calling 602-771-5100.

2. Applications may be submitted online, by mail, or by fax:

- a. Application may be made online at www.azftf.gov/serve

- b. Applications submitted by mail shall be sent to:

First Things First

ATTN: Chief Regional Officer

4000 N. Central Ave., Suite 800

Phoenix, AZ 85012

- c. Applications submitted via fax shall be sent to: 602-274-6351

3. Applicants may apply for up to two regional partnership councils, one for where they live and one for where they work. If an applicant is submitting an application based on where they are employed, it is for the regional partnership council in which their office resides. If an applicant's work is conducted at multiple sites across multiple regional partnership councils then the applicant must select the appropriate region.
4. Applications must include personal or professional resumé/curriculum vitae from each applicant and three (3) references with contact phone numbers and emails.
5. This is a public application process. Applicants' names may be made available to the public at any time during the process.
6. Pursuant to the Americans with Disabilities Act, First Things First will make reasonable accommodation(s) to persons wishing to serve as regional partnership council members. Persons with a disability selected for interviews may request reasonable accommodation, such as a sign language interpreter, by calling the First Things First offices at 602-771-5100. Requests should be made as to allow sufficient time to arrange the accommodation.
7. Any questions regarding the application should be directed to 602-771-5100.

Screening

First Things First staff screens applications and refers qualified applicants to a nominating committee designated by the regional partnership council. The approach to review and screening includes:

- a. Applications are screened for required elements: applicant lives or works in the region; applicant meets the required description of at least one of the membership categories and/or is applying as a member at large; applicant has submitted requested references.
- b. Screening and rating for experience, skills and knowledge. A point process is utilized to screen the applications and rank based on knowledge, skills and experience demonstrated on the application. The point categories are aligned with the knowledge, skills and abilities identified in the job description.

The individuals scoring highest in each membership category shall be prioritized and forwarded to the nominating committee for interviews as council openings occur or prior to the beginning of new terms.

Interviewing and Appointment

1. Regional partnership councils will appoint at least three people to serve as a nominating committee. This committee may include regional council members, but should consist, at a minimum, of at least one community representative who is not currently serving on the regional council. The nominating committee is responsible for evaluating applications, conducting interviews of selected applicants, using the standard interview questions developed for this process, and directly recommending appointments to the Board.
2. The interview responses shall be rated, using a point system based on the responsiveness to the interview question, by each person on the interview panel. Following each interview panelists shall form consensus ratings for the interview.
3. Once interviews are completed, recommendations for regional council member appointments are forwarded to the First Things First Chief Executive Officer for review. The CEO may request additional recruitment and/or interviews be conducted or submit recommendations to the Board.
4. At the next scheduled First Things First Board meeting, the Board shall consider recommendations and may approve new appointments to regional partnership councils.
5. Newly appointed regional partnership council members shall be notified in writing by the First Things First CEO. Applicants who were interviewed but not appointed will also receive notification. Applications will remain on file for consideration for at least two years.

6. Following notification, new appointees shall:
 - a. Sign a Letter of Commitment acknowledging their commitment and their awareness of conflict of interest issues.
 - b. Complete a declaration of potential Conflict of Interest; i.e. identify any potential conflict of interest such as investment in, ownership of, or employment with, an organization that may benefit financially from decisions of the Council.
 - c. Complete the Arizona Department of Administration Volunteer Registration Form.
 - d. Be provided with a regional council member orientation by First Things First staff.
 - e. Complete required documentation and required training for State of Arizona volunteer service including: I-9 form, Public Service Ethics Training, defensive driver training.

Conflict of Interest

According to the First Things First Board Policy:

Board members, regional partnership council members and employees of the Board shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8 – 1173 (c). These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

- A. Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale or purchase.
- B. Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

Under this law, a Board member, regional partnership council member or Board employee who has a conflict of interest must disclose the interest and refrain from participating in the matter. Board members, members of regional partnership councils and Board employees may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website.

<https://www.azag.gov/agency-handbook>. Failure to comply with these provisions will be cause for removal of the member from the Council.

Regional Boundaries Definitions

as of July 1, 2014

Cochise Regional Partnership Council provides services throughout Cochise County. It also includes all of ZIP code 85602, which crosses into Pima County.

Coconino Regional Partnership Council provides services throughout Coconino County and the tribal lands which include the portion of the Hopi Tribe in Navajo County, the San Juan Southern Paiute Tribe, the Kaibab Band of Paiute Indians and the Havasupai Tribe. It also includes the city of Winslow. The region does not include the city of Sedona in Coconino County, the portion of the Hualapai Reservation or the Navajo Nation in Coconino County, nor the Forest Lakes Community located in Coconino County.

Cocopah Indian Tribe Regional Partnership Council provides services in the communities of the Cocopah Indian Tribe Reservation.

Colorado River Indian Tribes Regional Partnership Council provides services in the communities within the Arizona boundaries of the Colorado River Indian Reservation including the town of Parker, Arizona.

East Maricopa Regional Partnership Council provides services to the communities of Ahwatukee, Carefree, Cave Creek, Chandler, Fort McDowell Yavapai Nation, Fountain Hills, Guadalupe, Paradise Valley, Rio Verde, Scottsdale and Tempe. The ZIP codes associated with those cities are: 85044, 85045, 85048, 85224, 85225, 85226, 85248, 85249, 85250, 85251, 85253, 85254, 85255, 85257, 85258, 85259, 85260, 85262, 85263, 85264, 85266, 85268, 85281, 85282, 85283, 85284, 85286, 85331 and 85377. The region does not include the portion of the Salt River Pima-Maricopa Indian Community.

Gila Regional Partnership Council provides services to Gila County including the communities of Claypool, Globe, Hayden, Miami, Payson, Pine/Strawberry, Roosevelt, Star Valley, Tonto Basin, Winkelman and Young, as well as the Tonto Apache Tribe. The region does not include the tribal lands of the White Mountain Apache Tribe referred to as the Fort Apache Indian Reservation nor the tribal lands of the San Carlos Apache Tribe referred to as the San Carlos Apache Indian Reservation.

Gila River Indian Community Regional Partnership Council provides services on the tribal lands of the Gila River Indian Reservation Community.

Graham/Greenlee Regional Partnership Council provides services within Graham County and Greenlee County. The region does not include the San Carlos Apache Indian Reservation.

Hualapai Tribe Regional Partnership Council provides services in the communities of the Hualapai Tribe Reservation.

La Paz/Mohave Regional Partnership Council provides services within La Paz County, Mohave County and the Arizona portion of the Fort Mojave Indian Tribe. The regional area does not include the Colorado River Indian Reservation, the Hualapai Tribe Reservation or the Kaibab Band of Paiute Indian Reservation.

Navajo Nation Regional Partnership Council provides services throughout the tribal lands of the Navajo Nation within Arizona.

Navajo/Apache Regional Partnership Council provides services in Navajo and Apache counties including the Zuni Reservation. The regional area also includes the unincorporated community of Forest Lakes. The region does not include the city of Winslow or the following tribal lands: Fort Apache Indian Reservation, the Navajo Nation or the Hopi Tribe Reservation.

Northwest Maricopa Regional Partnership Council provides services within the cities of Aguila, El Mirage, Glendale, Luke Air Force base, Morristown, Peoria, Sun City, Sun City West, Surprise, Waddell, Wickenburg, Wittmann and Youngtown. The ZIP codes associated with those cities are: 85301, 85302, 85303, 85305, 85307, 85308, 85309, 85310, 85320, 85335, 85342, 85345, 85351, 85355, 85358, 85361, 85363, 85372, 85373, 85374, 85375, 85376, 85378, 85379, 85381, 85382, 85383, 85385, 85387, 85388 and 85390. The regional area also includes the portions of ZIP codes 85304 and 85306 within Glendale city limits.

Pascua Yaqui Tribe Regional Partnership Council provides services on the Pascua Yaqui Tribe Reservation in the community of New Pascua.

Phoenix North Regional Partnership Council provides services in the city of Phoenix, north of Thomas Road, and as far north as the county line. At the northern most point, this includes the ZIP code areas of 85086 and 85087, the communities of New River and Anthem. The region does not include the city of Phoenix portions of the following ZIP code areas: 85308, 85310, 85331 and 85254; or the Maryvale area: 85031, 85033 and 85037.

Phoenix South Regional Partnership Council provides services in the city of Phoenix, south of Thomas Road, but also including the communities of Maryvale, north of Thomas (full ZIP code areas of 85031 and 85033 and the city of Phoenix portion of 85037). The region does not include Ahwatukee.

Pima North Regional Partnership Council provides services to the communities of Catalina Foothills, Mount Lemmon, Marana, , Oro Valley, Rillito, the City of South Tucson, and the Central and Northern Foothills parts of Tucson, including ZIP codes: 85619, 85658, 85701, 85704, 85705, 85707, 85708, 85709, 85710, 85711, 85712, 85713, 85714, 85715, 85716, 85718, 85719, 85726, 85730, 85737, 85739, 85741, 85742, 85743, 85745, 85748, 85749, 85750, 85755 and the portion of ZIP code 85653 in Pima County. The region also includes Davis Monthan Air Force Base. As of July 1, 2014, ZIP codes 85746 and 85757, previously in the Central Pima region, are part of the Pima South region.

Pima South Regional Partnership Council provides services to Pima South County including Ajo, Amado, Arivaca, Green Valley, Lukeville, Sahuarita, Sasabe, Summit View, Three Points, Vail and Why, and some Tucson ZIP codes. Pima South ZIP codes include: 85321, 85341, 85601, 85611, 85614, 85622, 85629, 85633, 85637, 85641, 85645, 85706, 85735, 85736, 85746, 85747, 85756 and 85757. The region also includes ZIP code 85645 in Santa Cruz County. The region does not include the portion of the Tohono O’odham Nation in Pima County nor ZIP code 85602 in Pima County. As of July 1, 2014, ZIP codes 85730 and 85748 are no longer within the Pima South region and are instead in the Pima North region.

Pinal Regional Partnership Council provides services throughout Pinal County and the Ak-Chin Indian Community. The area does not include the portion of Apache Junction city limits or ZIP code 85120 within Maricopa County, or the tribal lands of Gila River Indian Community, the Pascua Yaqui Tribe Reservation, the San Carlos Apache Indian Reservation or the tribal lands of the Tohono O’odham Nation.

Salt River Pima-Maricopa Indian Community Regional Partnership Council provides services on the Salt River Indian Reservation.

San Carlos Apache Regional Partnership Council provides services in the communities of the San Carlos Apache Tribe located on the San Carlos Apache Indian Reservation.

Santa Cruz Regional Partnership Council provides services to the communities of Santa Cruz County. The region does not include ZIP code 85645 or the town of Amado.

Southeast Maricopa Regional Partnership Council provides services to the communities of Gilbert, Higley, Mesa, Queen Creek and the following ZIP codes in Maricopa County: 85120, 85142, 85201, 85202, 85203, 85204, 85205, 85206, 85207, 85208, 85209, 85210, 85212, 8213, 85215, 85233, 85234, 85295, 85296, 85297 and 85298. The region does not include the portion of Salt River Pima-Maricopa Indian Community, the Gila River Indian Community or the portion of Apache Junction city limits outside of Maricopa County.

Southwest Maricopa Regional Partnership Council provides services within the communities of Arlington, Avondale, Buckeye, Dateland, Gila Bend, Goodyear, Litchfield Park, Palo Verde, Tolleson and Tonopah. The region also includes ZIP codes: 85139, 85322, 85323, 85326, 85333, 85337, 85338, 85340, 85343, 85353, 85354, 85392, 85395 and 85396 in Maricopa County. The region does not include the portion of Tohono O’odham Nation or Gila River Indian Community.

Tohono O’odham Nation Regional Partnership Council provides services throughout the tribal lands of the Tohono O’odham Nation in Arizona.

White Mountain Apache Tribe Regional Partnership Council provides services in the communities of the White Mountain Apache Tribe of the Fort Apache Indian Reservation.

Yavapai Regional Partnership Council provides services in the communities of Yavapai County, including the the tribal lands of the Yavapai-Apache Nation. The region also includes the portion of the city of Sedona located in Coconino County.

Yuma Regional Partnership Council provides services to the communities located in Yuma County, including the Arizona portion of the Quechan Tribe of Fort Yuma Indian Reservation. The region does not include the tribal lands of the Cocopah Tribe Indian Reservation.

Updated January 2014



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Our Community. Your Leadership. Their Future.

90% of a child's brain develops before they enter kindergarten, and a child's early experiences lay the foundation for success in school and in life. That's why First Things First partners with parents and communities across Arizona to give kids the tools they need to arrive at school healthy and ready to succeed.

You can make a difference in the lives of young children in your community by volunteering to serve on a First Things First regional partnership council.

What is a Regional Partnership Council?

First Things First is committed to helping Arizona kids from birth to age 5 receive the quality education, healthcare and family support they need to thrive. This year, First Things First awarded \$117 million in grants for early childhood programs and services in 31 regions statewide. Decisions about how those funds are spent are made at the local level by First Things First regional partnership councils which represent the richly diverse communities across Arizona. Comprised of dedicated volunteers – including teachers, parents, healthcare professionals, faith, business and tribal representatives and community leaders – each regional council studies the unique needs of its community and decides how best to support its young children.

"We're changing lives. Truly. So it's easy for me to want to be a part of this work."

Chris Tompkins
Central Phoenix Regional Council

Do you have questions?
Contact us at: serve@aztf.gov

Why Should You Apply?

Serving on a regional council is a unique, high-level leadership opportunity to make a positive impact on children and families in your community. As a regional council member, you will help define priorities for funding and strengthen the services and supports available to young children and their families. You will collaborate with other passionate, dedicated community members. Your time, expertise and vision will be put to good use. Your work will help provide opportunities for young children to get a strong start in life.

The Process

Regional council members are appointed by the First Things First Board after a public application process. Applicants must work or reside in the region to which they are applying.

Seats on each regional council are designated for the following members:

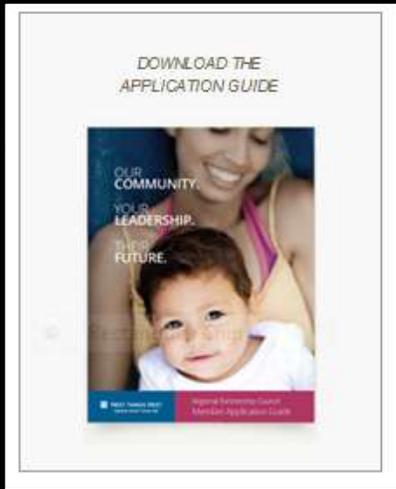
- Business person
- Child care provider
- Early childhood educator/trainer
- Faith community representative
- Health services provider
- Parent of a child 5 or younger
- Philanthropy representative
- Public school administrator
- Tribal representative
- Other (at-large seat)

Those interested in applying to serve on a First Things First regional council must read the [Regional Partnership Council Member Application Guide](#) and complete an application. As part of the public application process, qualified applicants are referred to regional nominating committees for interviews. Regional council members are ultimately appointed by the First Things First Board. Appointed members serve four-year terms.

Note: Some of First Things First regional boundaries are changing in FY2015; see the Member Application Guide for a complete list of regions.

QUESTIONS? CONTACT: serve@aztf.gov

[Click to find your regional council\(s\) and to apply](#)



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