

# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

### NORTH PHOENIX REGIONAL PARTNERSHIP COUNCIL

**1. CALL TO ORDER:** The special meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was held on Tuesday, January 11, 2011 in the Governing Board Room at the Washington Elementary School District, 4650 West Sweetwater; Glendale, Arizona 85304.

Vice Chair Sally Downing called the meeting to order at 4:35 pm.

**Members Present:** Cindy Hallman, Business Member; Bill Adams, School Administrator Member; James Emch, At Large Member; Barbara Nicol, At Large Member; Mindy Zapata, Child Care Provider; Sally Downing, Vice Chair and Education Member; Connie Robinson, Philanthropy Member; Willette Watts, Faith Based Member.

**Members Not Present:** Jenna Goad-Chair and Parent Member; Mary Myers, At Large Member.

**Quorum:** Established.

**Staff Present:** Tracey Craig, Interim Regional Coordinator and Greater Phoenix/Yavapai Regional Manager; Briggetta Hawks, Administrative Assistant.

**2. CONSENT AGENDA:** Included in an email to the Council and in hard copy at the meeting were the regular meeting minutes of November 9, 2010, the executive session meeting minutes of November 9, 2010, and the special meeting minutes of December 2, 2010.

**Motion:** Member Connie Robinson moved to approve the regular meeting minutes of November 9, 2010, and the Executive Session meeting minutes of November 9, 2010, second by Member Cindy Hallman, all in favor, no discussion; motion carried. Vote: Yes=8

**Motion:** Member Willette Watts moved to approve the special meeting minutes of December 2, 2010, second by Member Mindy Zapata, all in favor, no discussion; motion carried. Vote: Yes=8

**3. CALL TO THE PUBLIC:** None

**4. CALL TO THE PRESENTERS:** Information was provided to the Council prior to the regular meeting and in hard copy from Christie Colunga, Faculty at the Paradise Valley Community College, Ronda Seifert and Lourene Kordell, Community Health Nurses from Southwest Human Development's Nurse Family

Partnership. A video was also shared with the Council, and the new Nurse Family Partnership Program Manager Laurie Pittsenbarger was introduced to the Council. Also in attendance was Joy Leveen, Program Director for the North Phoenix Teen Parent Support Program. All presenters provided an update to the Council on their specific program. The presenters were thanked for their presentation.

**5. VICE CHAIR ELECTION:** Vice Chair Sally Downing explained that she is stepping down from the Vice Chair position due to her job demands. Vice Chair Downing advised that she will remain an active Member of the Council. Included in Council packets was a nomination form which included Cindy Hallman who was the only Member interested in the position of Vice Chair.

**Motion:** Member Bill Adams moved to elect Member Cindy Hallman as the Vice Chair, second by Member Willette Watts, all in favor; motion carried. Member Sally Downing was thanked for serving in the capacity of Vice Chair since the inception of the Council in 2008 by the Council. Vote Yes=8

**6. COMMUNICATIONS:** The original communications plan and letter to the State Board was provided by email and in Council packets. Interim Regional Coordinator Tracey Craig provided an oral update which included background information on the Communications Plan. Tracey explained that there was a period of time where there were billboards, television ads, and movie theatre ads to saturate the North Phoenix Region. Tracey further explained that a break was taken during the election and it is now time to continue with the communication efforts as identified by Moses Anshell. There is approximately one hundred fifty seven thousand dollars (\$157,000.00) remaining in the communications budget. Tracey advised that there may not be the same choices available for billboards. Member Connie Robinson was thanked for acting on behalf of the Council for the communications workgroup.

**7b. REQUEST FOR GRANT APPLICATIONS (POSSIBLE EXECUTIVE SESSION):** Vice Chair Sally Downing by request of Interim Regional Coordinator Tracey Craig moved 7b to the next item for discussion. Members Bill Adams and James Emch recused themselves from the discussion and vote. Background information from the review committee was provided in a separate "confidential" folder to all members with the exception of Members Bill Adams and James Emch. Discussion for this item took place at the November 9, 2010 regular meeting. By request of Member Cindy Hallman at the November meeting, the Council was to consider any Request for Grant Applications received in addition to the Washington Elementary School District Inter-Governmental Agreement for the Family Resource Center.

**Motion:** Member Cindy Hallman moved to approve the recommendations of the review committee for the Family Resource Center Request for Grant Applications, second by Member Mindy Zapata, all in favor, no discussion; motion carried. Vote: Yes=6, Abstain =2.

**7a. WASHINGTON ELEMENTARY SCHOOL DISTRICT PROPOSAL:** Information was provided to Council Members in an email and at the meeting as a hard copy. This item was also reviewed and discussed at the November 9, 2010 regular meeting and by request the Council tabled this item until Requests for Grant Applications could be reviewed for possible funding in addition to this proposal. Member Bill Adams declared conflict.

**Motion:** Member James Emch moved to approve the Washington Elementary School District Proposal as submitted through an Inter-Governmental Agreement, second by Member Connie Robinson, Member Bill Adams abstained from voting, no discussion; motion carried. Vote: Yes=7, Abstain=1.

**8a. FAMILY RESOURCE CENTER – OTHER SCHOOL DISTRICTS:** Interim Regional Coordinator Tracey Craig was to contact the other School Districts in the North Phoenix Region to determine if they would be interested in hosting a Family Resource Center in one of the schools. Tracey advised that although she attempted to contact the School Districts, they were closed for Christmas break.

**8b. ORAL HEALTH STRATEGY:** Information was provided in an email prior to the meeting and in hard copy at the meeting for the Council to review. Interim Regional Coordinator Tracey Craig advised that Members Willette Watts and Mary Myers met with members of Central Maricopa and one Member of Southwest Maricopa. Something that came out of the meeting was that the Northwest and Southwest Maricopa Regions have an agreement in place to apply varnish, build parent awareness, and build provider awareness for children birth to five. The services may be something that the North Phoenix Council may want to consider. A work group of North Phoenix Council was determined by sending a request to volunteer, but that group has not met as of this date. The Members of the Oral Health work group are: Cindy Hallman, Mindy Zapata, and Mary Myers. It was decided to convene the smaller workgroup to work on the Oral Health Strategy. Member Willette Watts requested training on analyzing data.

**8c. NORTH PHOENIX REGIONAL COORDINATOR INTERVIEWS:** Tracey informed the Council that there were three (3) interviews conducted on January 6, 2011, and two (2) today. There is one (1) interview remaining. Member Mary Myers is participating in the interview process on behalf of the Council. Member Connie Robinson indicated that she would like to see the biographies of the finalists.

**9. 2012 FUNDING PLAN PRESENTATION:** Member Sally Downing advised that she will be presenting the 2012 North Phoenix Funding Plan to the State Board on January 25, 2011 at 8:00 am. Tracey advised that there is a short clip that was done by Chair Jenna for District three (3) with City Councilman Bill Gates that will be part of the presentation to the State Board. The link is as follows:  
<http://phoenix.gov/citygovernment/phx11/programming/oti/otid3.html> Tracey advised that the North Phoenix portion of the presentation to the State Board will be a total of fifteen (15) minutes.

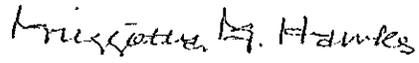
**10. NEXT SCHEDULED MEETING:** Tuesday, February 8, 2011 at 4:30 pm located at the Washington Elementary School District in the Governing Board Room; 4650 West Sweetwater, Glendale, Arizona 85304.

Member Bill Adams requested that a written report on the current grantees be provided to the Council and included as a future agenda item. Interim Regional Coordinator Tracey Craig advised that she will have something out to the Council within three to five (3-5) days for their review.

**9. ADJOURNMENT:** Member Bill Adams moved to adjourn the regular meeting, second by Member Connie Robinson, all in favor, no discussion; motion carried. Council Adjourned at 6:52 pm.

RESPECTFULLY SUBMITTED

APPROVED



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Briggetta Hawks, Administrative Assistant



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Tracey K. Craig, Interim Regional Coordinator  
Greater Phoenix/Yavapai Regional Manager

COUNCIL APPROVAL

  
Cindy Hallman, Vice Chair