



**FIRST THINGS FIRST**  
*The right system for bright futures*

Arizona Early Childhood Development & Health Board

Central Maricopa Regional Partnership Council

Meeting Minutes

**Call to Order**

The regular meeting of the First Things First Central Maricopa Regional Partnership Council was held on February 10 at the Tempe School District Office, 3205 S. Rural Rd. (Rm. C1), Tempe 85282.

Jackie Garner, Regional Council Chair, called the meeting to order at 3:42 p.m.

**Members Present**

Angela Capone, Andrea Colby, Frank Narducci, Genoveva Acosta-Bueno, Hope Dillon, Jackie Garner, Karen Emery, Maureen Duane, Trinity Donovan

**Member Absent**

Glenn Waterkotte, Kathy Halter

**Guests**

Wendy Sabatini, First Things First Manager for Maricopa Regions  
Six members from the public

**Approval of Minutes**

Regional Council Vice Chair Dillon motioned to approve the January 13, 2010 regular meeting minutes, seconded by Member Colby. Motion carried.

**Call to the Public**

There was no public comment.

**Early Childhood Programs in China**

Regional Council Member Colby, who participated in an early childhood delegation to China, gave a presentation on the programs in Beijing, Xian, and Shanghai.

**Education Talking Points Discussion**

Regional Coordinator Floth provided a packet of information to assist in speaking with Arizona's legislators and the community and referenced specific documents that could provide quick information at-a-glance. The documents are as follows: Clarification of Allowable Actions (pg. 2); Basic Talking Points (pg. 3); FTF Statewide Projects (pg. 10); and Central Maricopa Synopsis (pg. 26).

Regional Council Chair Garner and Vice Chair Dillon explained how this information ties in with the communications' plans of Rhian Allvin, First Things First's incoming executive director, of a shared vision

to better market FTF by using a centralized message through a decentralized process. This process would entail a menu of options that would include the option for Regional Councils to pool their funds to increase their opportunities to make voters aware of what FTF is doing. Chair Garner passed out a sample of another of the options, which is a pocket card that provides information about FTF and its website address. Collateral material from the Born Learning Series will be used and branded with FTF information. The material can also be done in Spanish if there is a community partner that is willing to take on the task and fund it. A Face book page will also be established that relates to early childhood and will highlight what is taking place within FTF Regions. Coordinator Floth reported that communications dollars would likely be released to the Regional Councils after the February State Board meeting. Councils will be asked to develop a regional plan to use the funding pending approval by the Executive Director.

Chair Garner has been asked to be a member of the Systems Development taskforce. The meetings are open to the public and meeting minutes can be retrieved from the FTF website. Also on the website are the upcoming meeting dates, a place for comments, and the option to sign-up to receive the taskforce minutes automatically. These meetings will take place March through June, 2010.

### **Data Reporting**

Coordinator Floth provided a draft of this document and explained the data reflected. She also explained the monthly and quarterly billing options of the grantees. Each grantee is also required to report on a specific number of things along with a narrative report. Coordinator Floth asked the Regional Council to study the report and to provide suggestions for improvement or to inform her if there are other kinds of data or ways of reporting the data that they would like to see. This is to make sure that the data the Council expects to receive is the data that grantees are being asked to provide. The data reports will be provided to the Council on a quarterly basis. Coordinator Floth also shared the following information regarding data reporting:

- a. It is the responsibility of the FTF staff to monitor grantees and to make certain that grants are implemented correctly;
- b. It is not appropriate for Council Members to go to grantees for information;
- c. It is the Regional Council's responsibility to decide what to do with grant money and to make recommendations for grants;
- d. Coordinator Floth is responsible for getting data back to the Regional Council to see the results and to address the Council's concerns or questions so that she can do the research and work with the FTF staff towards a resolution.

Lastly, Coordinator Floth reiterated the conflict of interest regulations as they relate to Council Members and their affiliations with grantees.

### **Fund Balance**

Coordinator Floth reported that the FTF Board has agreed to release unexpended funds back to the Regional Councils. These funds may then be used to assist in meeting additional funding needs of the grantees. This will be a one-time distribution and grantees must still meet the requirements of the scope of work along with additional guideline caveats.

### **Regional Coordinator and Council Updates**

- Vice Chair Dillon
  1. **Report from Linda Cannon & Associates regarding the RFGA Process:** Shared the highlights and recommendations from this report. Council members commented about how to streamline the RFGA process to make it more applicant friendly, i.e. a bidder's conference or a pre-application process to allow the applicant the ability to decide if they are eligible prior

to laboring through the entire grantwriting process and what they can do to improve their chances of being funded in the future.

2. **Regional Council Term Limits:** Members with two-year terms will be required to reapply (online process). There are no term limits, meaning Council Members may reapply at the end of their designated term. There will be an interview process and categories must be taken into account, i.e. faith based, educator, parent, etc. Members with two-year terms are Angela Capone, Genoveva Acosta-Bueno, Karen Emery, Kathy Halter, and Trinity Donovan. At that time, two-year terms become four-year terms. Member Narducci was informed that he is currently fulfilling the four-year school administrator vacancy left by Bonni Pomush.
- Coordinator Floth
    1. The **Needs and Assets Vendor**, MGT of America, will attend the March 10 Regional Council Meeting to gather information for the Needs and Assets Report.
    2. There will be a bidder's conference February 12 for the Care Coordination RFGA, at the Family Resource Center in Mesa, at 10:00 a.m. Interested parties can be directed to the Central Maricopa website.
    3. The RFGA for 2010 Care Coordination has been released and closes March 17. Applications will be reviewed during the week of March 22 – 31. Reviewers are needed during this time, specifically someone from the medical field. Please forward any leads to Coordinator Floth.
    4. Child Care Day at the legislature will be February 18. This is an opportunity for parents and others to have their voices heard by speaking with the legislators.
  - Regional Council Member Duane
    1. She attended the Child Care Study Consortium meeting with representatives from Northern Arizona University, Arizona State University, and the University of Arizona;
    2. There was a discussion regarding what data the consultants will look at/for and how the Region could assist in order to determine the true costs of quality of care and what quality actually looks like.;
    3. Sample sizes were discussed.

**Adjournment**

There being no further business, Chair Garner adjourned the meeting at approximately 4:45 p.m.

**Next Meeting**

March 10 – Ben Furlong Education Center, 8700 S. Kyrene, Tempe 85284

SUBMITTED BY:

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Sharon Smith, Administrative Assistant III

APPROVED:

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Jacqueline F. Garner, Regional Council Chair