Call to Order and Introductions
The regular meeting of the La Paz/Mohave Regional Partnership Council was held on January 26, 2012 at 9:30 a.m. at the Kingman Unified School District Office, 3033 MacDonald Avenue, Kingman, Arizona 86401.

Chairman Frei called the meeting to order at 9:38 a.m. Council members, staff, and guests introduced themselves.

Members present
Riley Frei, Chair; Vijette Saari; Catie Sondrol; Terri Holloway; Lenore Knudtson; Alisa Burroughs

Members absent
Nancy Mongeau, Vice Chair; Betsy Lewis; Jose Garcia, Melissa Howell, Debra Weger

Call to the Public
There were no responses to the Call to the Public.

Approval of Meeting Minutes
Member Sondrol made a motion to approve the December 1, 2011, meeting minutes. Member Holloway seconded the motion. Motion carried unanimously by members present.

Discussion on 2012 Needs and Assets Report
Michelle Walsh, Ph.D., researcher at the University of Arizona-Norton School, gave an overview of the progress of the base Needs and Assets report. Ms. Walsh informed the Council much of the data needed for the report has been received. Ms. Walsh also informed the Council that the report is on target with the requested timeline. John Daws, Ph.D., researcher at the University of Arizona-Norton School, gave a presentation of the community fact sheets and the community resource guides, including reviewing the included drafts. Mr. Daws explained that a third component to the additional work being conducted will be three trips around the region to meet with specific focus groups to ensure that the resource guide and fact sheets are thorough and accurate. These trips will be completed in February and March. Mr. Daws presented a list of the areas that will feature a community resource and a fact sheet: Kingman, Lake Havasu City, Bullhead City, Fort Mohave, Mohave Valley, Fort Mojave Indian Reservation, Colorado City, Littlefield/Beaver Dam, Golden Valley, Dolan Springs, Topock, Parker, Ehrenberg, Wenden/Salome, and Quartzsite. Mr. Daws explained the community indicators that will be presented on the community fact sheets, which include population characteristics, education, economic circumstances, and health. Mr. Daws explained the challenges of acquiring data from some of the smaller communities – those communities that use resources from neighboring communities rather than their own. Mr. Daws also explained that for the health indicators, the Department of Public Health keeps statistics based on Primary Care Area (PCA) rather than by zip code, which is the method preferred by First Things First, so at times, the data given overlaps. Senior Director Gary Arnold asked for clarification on the statistics being used for the Parker community resource guide and fact sheet. Mr. Daws explained that for the purposes of the resource guide and the fact sheet for Parker, Colorado River Indian Tribes (CRIT) children are included; however, in the base report, those numbers will be extracted, as CRIT is considered a separate region. Further discussion ensued regarding the inclusion of specific smaller geographical areas in the larger geographical area, such as including the communities of Valentine and Truxton with Kingman rather than as their own fact sheet. Mr. Daws explained the difficulties in acquiring data for very small communities, and the desire to not have fact sheets and community resource guides with a lot of blank spaces. Senior Director Arnold suggested to the Needs and Assets team that First Things First grantees be included as resources in the community guides.
**Update on Community Outreach**

Della Gray, Community Outreach Coordinator for La Paz/Mohave Regional Partnership Council, gave an update on outreach efforts conducted over the last quarter. Coordinator Gray informed the Council she has made presentations to various groups including Head Start centers and several service clubs. Coordinator Gray presented a slideshow of pictures from events attended, including the Havasu Regional Medical Center’s First Annual Children’s Health and Safety Fair, Parker Red Ribbon Week, and the grand opening of the Hualapai Department of Health, Wellness and Education building. Coordinator Gray presented examples of new educational reinforcement items including grocery bags, several different sizes of onesies, books, dental kits, and crayons.

Coordinator Gray explained that through the different events and meetings, 5,417 people have learned about First Things First. Coordinator Gray informed the Council of upcoming events, including Family Fun Days in the communities of Kingman on March 17, 2012, Bullhead City in April 2012, and Lake Havasu City on May 5, 2012. In Kingman, the Family Fun Day is a partnership with the Wild West Society, and in Lake Havasu City, the Family Fun Day is in conjunction with the annual Havasu Stick’Em. Member Sondrol asked about the 2012 Week of the Young Child. Coordinator Gray clarified that events for 2012 Week of the Young Child will be forthcoming. Member Burroughs offered her assistance for the Bullhead City Family Fun day in April.

**Review and Discuss SFY2012 Financial and Program Data Reports**

Regional Director Merritt Beckett gave an overview of the current financial data for SFY2012, to date. Director Beckett reminded the Council that while most grantees submit for reimbursement monthly, some grantees submit quarterly, and so the report will not reflect what has been spent in the second quarter for those grantees. Director Beckett explained the included financial report is current up to January 19, 2012. Director Beckett informed the Council that 34% has been expended, thus far, which is in line with past years, as reimbursements typically increase in the second half of the fiscal year. Director Beckett informed the Council that grantees St. Mary’s Food bank has currently expended 82% of their allotment and have inquired about the availability of additional funding. Director Beckett explained that St. Mary’s Food bank has been informed that the Food strategy is not being continued in SFY2013; however, if there are unexpended funds at the end of the year, the strategy could be revisited. Director Beckett explained the lack of spent funding for the Child Care Health Care Consultant strategy is due to the dramatic changes to the program model. Director Beckett further explained the nurse vacancy is not being filled due to the changes as the nurse would have to be laid off in July. Director Beckett informed the Council the contract with River Cities Community Clinic (RCCC) was terminated due to RCCC closing its doors in December. This termination will increase the amount of carry forward for the upcoming fiscal year by about $150,000. Member Sondrol asked if it was possible to use those funds for the Food Strategy. Director Beckett responded it is possible since the contract was terminated. Member Knudtson expressed continued concern that the food boxes do not cover all needs, such as infant formula. Director Beckett informed the Council of the conversation regarding infant formula between First Things First staff and St. Mary’s Food bank. St. Mary’s Food bank refers those in need of formula to the Women, Infants, and Children (WIC) program. Member Knudtson requested further discussion occur between the Council and St. Mary’s Food bank on this issue before a decision be made. Director Beckett reviewed the included Program Data report. Director Beckett informed the Council the data report now includes the target service numbers and the progress toward the target for each quarter. Member Holloway questioned that St. Mary’s Food bank data shows the distribution of only 30% of the expected service units, but the expenditures show St. Mary’s Food bank as having spent 82% of the funds. Director Beckett reminded Council members the data report is only updated quarterly, so the service numbers are not as current as the financial report. Director Beckett directed the Council to the home visitation and pre-kindergarten strategy, which shows that several grantees are serving over the target service units, and this may warrant further explanation from the grantees to ensure recommended caseloads are not being exceeded, but is most likely not cause for concern as it may be due to turn-over that happens when families move away or discontinue services and a new child or family is enrolled.

**Update and Discussion on SFY2013 Funding Plan**

Director Beckett showed the video from the Funding Plan presentation to the state board meeting to give the Council a better idea of the comments and questions that were raised regarding the SFY2013 Funding Plan. Director Beckett complimented Chairman Frei on his presentation to the board and shared that the feedback from the board on the plan was positive. Director Beckett explained that the SFY2013 Funding Plan was approved by the board with the exception of the Quality First strategy which was held for further discussion at the April 2012 board meeting due to the proposed reduction in service numbers. Director Beckett asked the Council for input on how they would like to approach the Quality First discussion. Member Knudtson referred to previous discussions on the effectiveness of Quality First in the region. Director Beckett informed the Council that Chief Executive Officer Rhian Evans Alvin and board member Pam Powell would like to meet with the council to discuss ways to mitigate the impact to providers. Chair Frei stated a meeting between the board and council would be welcome. Director Beckett will work on setting up the meeting.
**Director’s Report and Possible Discussion**

a. SFY2013 RFGA and Renewal Timeline – Director Beckett gave an overview of the SFY2013 RFGA Timeline
b. RFGA Information Meetings in Kingman and Parker – January 31, 2012
c. Early Childhood Educator’s Summit in Lake Havasu City – February 4, 2012

**Next Meeting**
The next meeting is at 9:30 a.m. on Thursday, February 23, 2012, at the Littlefield Unified School District, 3490 Rio Virgin Road, Beaver Dam, Arizona 86432.

**Adjourn**
Member Holloway made a motion to adjourn. Member Burroughs seconded the motion. Motion carried unanimously by members present.

There being no further business Chairman Frei adjourned the meeting at 11:36 a.m.

Minutes **NOT** approved.

**SUBMITTED BY:**
Julia Cosmano, Administrative Assistant II

**APPROVED BY:**
Riley Frei, Chair