



FIRST THINGS FIRST

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Arizona Early Childhood Development & Health Board Graham/Greenlee Regional Partnership Council

Call to Order

The regular meeting of the First Things First – Graham/Greenlee Regional Partnership Council was held on February 16, 2010 at the Graham County Health Department, 2nd Floor Conference Room, 826 W. Main Street, Safford, AZ 85546.

Chair Smith called the meeting to order at approximately 1:05 p.m.

Members Present:

David Alford, Cindi Alva, Jan Elliott, Ryan Henry, Donna McGaughey, Pam Patt, Retha Russell and Laurie Smith

Members Absent:

Stacy Kramer, Ann Johnson

First Things First Staff Present:

Shari Elkins, Regional Coordinator; Edith Lee, Administrative Assistant; Annette Garcia, Financial and Program Analyst (telephonically); Marla Chamberlain, Central East Regional Manager (telephonically)

Call to the Public

There was no response to Call to the Public.

Consent Agenda

A motion to approve minutes from the January 4, 2010 meeting made by Member McGaughey, seconded by Vice Chair Alva. Motion carried.

Presentation on Regional Needs & Assets

Jan Daley, Associate Director from LeCroy & Milligan, and Darcy Richardson gave a presentation on the Regional Needs and Assets for the region. Ms. Daley provided information about LeCroy & Milligan, acquired clarification about the Regional Council's special request for specific data, and went over the timeline with the Regional Council.

When collecting data on the "services that are available" in Graham/Greenlee, the Regional Council is interested in both "informal" groups and government and nonprofit agencies.

Once services have been identified in the region, LeCroy & Milligan may ask for help from the council coordinator and/or council members to identify key contacts at these agencies. The Regional Council gave permission for LeCroy & Milligan staff to contact them directly if needed.

Information about agency staff training and experience may be collected via an online survey, if agencies agree. The Regional Council is not only interested in education levels, but also the number of years of experience.

In regards to family evaluation of services, possible data collection methods might include focus groups with a sample of families who have received services, an online survey available at willing service agencies, or a phone survey with key informants. The Regional Council is not only interested in the families' satisfaction with services, but also their "awareness" of the services that exist in the community. The Regional Council is also interested in knowing the capacity level of service agencies in the region. The Regional Council suggested holding a focus group during a parent education class at the library, or distributing surveys during the Mt. Graham Regional Medical Center's health fair next weekend.

Funding Mechanisms for SFY 2011

Annette Garcia, First Things First Financial and Program Analyst discussed the Regional Council's grant options and made the following recommendations.

The Early Childhood Literacy Project Strategy is currently contracted with the Safford – City Graham County Library, with a \$10,000 increase in funding for SFY 2011. The Regional Council has two options for this strategy; RFGA or renewal. It was recommended that the Regional Council do a contract renewal.

The Home Visitation Strategy funding allocation has almost doubled for SFY 2011. This strategy does not qualify for a renewal because the funding cannot increase more than 10% to qualify; therefore, the recommendation is to go out to RFGA.

The Food Assistance and Nutrition Strategy must go out to RFGA for two reasons. It was previously a non-renewal expedited strategy, plus the funding allocation increased more than 10%. It was recommended that the Regional Council do an RFGA.

The Oral Health Strategy can be done via a grant agreement with the County Health Department or any other government or nonprofit agency. Ms. Garcia explained what is involved in a grant agreement vs. an RFGA. The recommendation is to do a government to government agreement with the Health Department if possible.

Discussion and Possible Approval of Strategies Funding Mechanisms for SFY 2011

Early Childhood Literacy Project Strategy – Member Elliott declared conflict of interest due to her employment with the Safford City Library and excused herself from voting. Member Patt motioned to do a contract renewal for the Early Childhood Literacy Project Strategy for SFY 2011 with \$60,000 designated for the book club component and \$50,000 for the community education component; furthermore, directing staff to complete the Scope of Work based on the Regional Council's intentions. Member Russell seconded the motion. Motion carried.

Home Visitation Strategy – Member Patt, Member Alva and Member Alford declared conflict of interest due to their employment with Child and Family Resources and excused themselves from voting. Member McGaughey motioned to do an RFGA for the Home Visitation Strategy for SFY 2011; furthermore, directing staff to complete the Scope of Work based on the Regional Council's intentions. Member Henry seconded the motion. Motion carried.

Food Assistance and Nutrition Strategy – Member Alva motioned to do an RFGA for the Food Assistance and Nutrition Strategy for SFY 2011, incorporating a nutrition component in the new Scope of Work; furthermore, directing staff to complete the Scope of Work based on the Regional Council’s intentions. Member Patt seconded the motion. Motion carried.

Oral Health Strategy – Member Elliott motioned to do a grant agreement for the Oral Health Strategy for SFY 2011; furthermore, directing staff to complete the Scope of Work based on the Regional Council’s intentions. Member Alford seconded the motion. Motion carried.

Discussion on Financial Data Summary Report

Shari Elkins showed the Regional Council the new Data Summary Report template that will be used in the near future. Though the template was not complete, it gave the Regional Council an idea of what to expect. The report is intended to be presented quarterly to the Regional Council and will capture data for each of the existing strategies.

Regional Coordinator Report

Regional Coordinator Shari Elkins discussed the Regional Council terms/process. Going forth, every council member will be a four year term. Ms. Elkins reminded the council members whose two year term would be up in May.

- David Alford – At Large
- Ryan Henry – Parent
- Donna McGaughey – School Administrator
- Retha Russell – Child Care Provider

Ms. Elkins explained that these individuals can reapply for the Regional Council if they desire and will let them know when the online application is available. Outreach continues for the Health Service Provider council vacancy.

Council Member Updates/Comments

Member Patt shared that she no longer works for Easter Seals Blake Foundation, and that she has gone to work for Child and Family Resources in Willcox.

Chair Smith shared that she was asked to be on the Early Childhood Task Force with Nadine Basha and several government officials. Chair Smith shared her experience thus far on the task force.

Next Meeting Date, Time and Location

The next regular meeting will be held on Monday, March 8th at 1:00 p.m. at the Safford Library.

Adjournment

A motion to adjourn was made by Member Russell, and seconded by Member Henry. Motion carried. Meeting was adjourned at approximately 2:40 p.m.

SUBMITTED BY:

Shari Elkins, Regional Coordinator

Approved:

Laurie Smith, Chair