



# 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 Regular meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was conducted on Tuesday, March 13, 2012 at the Washington Elementary School District in the Governing Board Room, 4650 West Sweetwater Phoenix, Arizona 85304.

Chair Cindy Hallman called the meeting to order at 4:34 pm.

**Members Present:** Cindy Hallman, Chair; Billy Thrall, At Large; Connie Robinson, Vice Chair; Bill Adams, School Administrator; Willette Watts, Faith Based; James Emch, At Large.

**Member Present by Phone:** Jenna Goad, Parent Member.

**Members Not Present:** Barbara Nicol, At Large; Mindy Zapata, Child Care Provider.

**Quorum:** Established.

**Staff Present:** Karen Yearwood, Regional Director; Briggetta Hawks, Administrative Assistant; Tracey Craig, Senior Director; Michelle Katona, Chief Regional Officer.

**2. CONSENT AGENDA:** Provided prior to the Council Meeting in an electronic copy were the Regular Meeting Minutes of January 10, 2012.

**Motion:** Member Willette Watts moved to approve the consent agenda item, second by Member James Emch, all in favor, no discussion; motion carried.

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

**4. MARICOPA COUNTY COORDINATION:** Regional Director Yearwood went through the power-point provided in Council packets and provided the Council with background information. This is the opportunity for all 8 Councils within Maricopa County to coordinate and collaborate across First Things First Family Resource Centers. Chair Hallman attended meetings on behalf of the Council and felt that the Director's did a good job in the proposal which was also provided in packets. The option for the Council to consider is to allot an additional thirty five thousand dollars (\$35,000.00) in the Family Resource Center Strategy for SFY2013 in order to support coordination efforts in Maricopa County. If

the Council decides to increase the Family Resource Center Strategy, the change will go to the State Board for their consideration at their April 2012 meeting.

**Motion:** Member Bill Adams declared conflict. Member Willette Watts moved to allot an additional thirty five thousand dollars (\$35,000.00) from un-allotted funds in the Family Resource Center Strategy for SFY 2013 in order to support First Things First funded family resource center coordination and collaboration in Maricopa County, second by Vice Chair Robinson, no discussion; motion carried. **Vote: 6 Yes, 1 Abstain.**

**5. SFY2013 FUNDING PLAN IMPLEMENTATION: A. RFGA & Government Agreements:** Provided in Council packets was a matrix with the RFGAs releasing in three Phases and the Council Members assigned to review the RFGAs. Director Yearwood advised that up for consideration by the Council is to go out to RFGA with other regions for a collaborative effort for Reach out and Read and Family Friends and Neighbors. Karen explained that this is the opportunity for multiple regions to put out one RFGA for the same strategy.

**Motion:** Member Bill Adams moved to direct staff to go into Multi Regional RFGAs for Reach out and Read and Family Friends and Neighbors for SFY2013, second by Member Willette Watts, all in favor, no discussion; motion carried.

Director Yearwood explained to the Council that the contracts are released in phases. The last phase will be released on April 4, 2012, and services will not begin until August which is past the start of the fiscal year. The recommendation to the Council is to direct staff to enter into a discussion with grantees for Reach Out And Read, Family, Friends, and Neighbors, Health Insurance Enrollment, and Parent Education/Community Based Training in order to extend their contracts for one month. The funds to cover the additional month would come out of unexpended dollars.

**Motion:** Member Bill Adams moved to direct staff to work with current contracts for strategies Reach Out and Read; Family Friends and Neighbors; Health Insurance Enrollment; and Parent Education/Community Based Training strategies to discuss the one month roll-over option for July 1, 2012 through July 31, 2012. Should the grantee agree to the roll-over option, the Council approves the continuation of the existing services through July 31, 2012 using existing unexpended funds remaining in the SFY2012 contract award, second by Member Billy Thrall, all in favor, no discussion; motion carried.

Karen directed the Council's attention to the flyer in Council packets First Things First Pre-Kindergarten Scholarships. Arizona Department of Education will be the Administrative Home for this Statewide Strategy. There will be meetings for new Regions participating in the Pre-K program. For the North Phoenix Region, the meeting will be held on Thursday, March 29, 2012 and the following School Districts have been invited to participate in this meeting: Paradise Valley, Washington Elementary, and Deer Valley. Licensed Homes and Centers have also been invited to this meeting. Council Members were encouraged to attend. The Council would like an electronic copy of the updated flyer sent out to them.

**Contract Renewals:** Karen explained that most contracts for First Things First are issued for one year with the option to renew for up to two years. Most contracts are going out to RFGA this Fiscal Year, but

some are eligible for renewal based on the number of years they have been contracted with First Things First. During the Development of the SFY 2013 funding plan, the Council reduced funding for the Home Visitation and Community Based Literacy strategies. It was noted that there are currently grantees that are completing year two of service on their current contract. However, since the funding was reduced, the Council would like for these strategies to go out through an RFGA competitive process instead of reserving a certain amount for contract renewals. For these grantees, the Council must vote that a renewal application will not be requested.

**Motion:** Member Bill Adams moved that a renewal application for Southwest Human Development, contract number FTF-RC012-11-0298 will not be requested, second by Member Billy Thrall, six members in favor, one member opposed, no discussion; motion carried. **Vote = 6 yes, 1 no.**

**Motion:** Member Bill Adams moved that the renewal application for Arizona Board of Regents, contract number FTF-RC012-11-0297 will not be requested, second by Member Billy Thrall, six members in favor, one member opposed, no discussion; motion carried. **Vote = 6 yes, 1 no.**

There is currently seven hundred thousand dollars (\$700,000.00) allotted for the Family Resource Center strategy. If all renewals are approved, the total amount awarded for the Family Resource Center Strategy will be seven hundred thirty seven thousand seven hundred forty six dollars (\$737,746.00) which means an additional amount will be needed from the carry-forward to cover all contracts in place.

**Motion:** Member Bill Adams moved to add an additional forty thousand dollars (\$40,000.00) from the SFY2013 carry forward amount to the allotment for Family Resource Center Strategy in order to ensure sufficient funding for contracts in SFY2013, second by Member Willette Watts, all in favor, no discussion; motion carried.

Member Jenna Goad informed the Council Chair that she would have to disconnect from the phone in ten minutes.

**6. REGIONAL DIRECTOR'S REPORT: SFY2012 Q2 Grantee Performance:** Provided in Council packets for Council review were FY2012 North Phoenix Contract Detail Report and the FY 2012 Contract Detail With Service Units. Karen advised that the information provided was for Quarter two in December and half way through the contract year. Karen advised that the grantees should be anywhere between 35% and 65% spent and that anything under that percent should be a cause for concern. Karen advised the Council that the grantees that the Council may want to watch are the grantees that are eligible for renewal; if they are not meeting their benchmarks, clarification may be needed from the grantee. Director Yearwood went through the reports with the Council briefly and encouraged the Council to review the reports. The Contract Detail report is the financial information and the expended amounts are as of the printed date March 7, 2012 and should be around 50% or more expended. Something to keep in mind is that not all grantees bill monthly. **Needs & Assets Report:** Director Yearwood informed the Council that the first draft should be received in the next few months. A sample report was provided in Council packets. The Council was encouraged to review the categories and provide Karen feedback on what they would like to see as categories in the report. Member Billy Thrall would like to know more about mobility – where do families in poverty move to when they move out of the North

Phoenix Region? And Refugees – How are they affected as far as receiving services when they do not speak English or Spanish? **State Early Childhood Advisory Committee:** Information was provided in Council packets. Regional Director Yearwood provided an update on the work of the Policy and Program Advisory Committee and encouraged the Council to attend meetings if interested. Council Members were advised to go to the FTF website to get committee meeting information and updates. **Council Member Recruitment:** Karen advised that there are currently six positions on the Council that will expire on June 30, 2012. The Council was encouraged to reach out to their contacts and encourage members in the community to apply for positions expiring and for those Council Members whose terms are expiring to re-apply. Interviews will be held in April and the Council Members with terms ending in 2014 will be asked to participate in the interview process on behalf of the Council.

**7. COUNCIL MEMBER COMMUNITY OUTREACH UPDATES:** Provided in packets for Council review was a flyer for HOPE Fest Saturday April 14, 2012 where all services will be free at Chase Field to include Dental and Medical Care, Groceries, Haircuts, Clothing, and Personal Care Items. The Council advised that they would like to have this flyer in electronic form.

**8. NEXT SCHEDULED MEETING:** April 10, 2012 at 4:30 pm. at the Washington Elementary School District in the Governing Board Room, 4650 West Sweetwater Avenue, Glendale, Arizona 85304.

**9. ADJOURNMENT:** Member Bill Adams moved to adjourn the regular meeting, second by Member Billy Thrall, all in favor, no discussion; motion carried. Meeting adjourned at 6:10 pm.

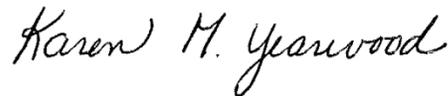
**RESPECTFULLY SUBMITTED**



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Briggetta Hawks, Administrative Assistant

**APPROVED**



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Karen M. Yearwood, Regional Director

**COUNCIL APPROVAL**



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Cindy Hallman, Chair