



## FIRST THINGS FIRST

*Ready for School. Set for Life.*

### Arizona Early Childhood Development & Health Board La Paz/Mohave Regional Partnership Council Meeting Minutes

#### **Call to Order and Introductions**

The regular meeting of the First Things First – La Paz/Mohave Regional Partnership Council was held **February 24, 2011** at 9:30 a.m. at Arizona Western College, 601 West 11<sup>th</sup> Street, Parker, Arizona, 85344.

Chairman Frei called the meeting to order at 9:42a.m. Council members, staff and guests introduced themselves.

**Members present:** Riley Frei, Alisa Burroughs, Vijette Saari, Jose Garcia and Terri Holloway.  
Attending telephonically: Lenore Knudtson and Betsy Lewis.

**Members Absent:** Nancy Mongeau, Melissa Howell and Debra Weger.

#### **Approval of Agenda**

Member Holloway made a motion to approve the day's agenda. Motion was seconded by Member Garcia. Motion passed unanimously by members present.

#### **Call to the Public**

There were no calls to the public.

#### **Declaration of Conflict of Interest**

No Council Members declared a conflict of interest regarding items on the agenda.

#### **Review and Possible Approval of January 2011 Meeting Minutes**

Member Saari made a motion to approve the minutes of January 27th, 2011. Motion seconded by Member Garcia. Motion carried unanimously by members present.

#### **First Things First Deputy Director Update**

Michelle Katona advised the Regional Council that at the summit last year there was discussion regarding the indicators and benchmarks the organization could use statewide to track progress in the key focus areas of family support, health and early learning. That work is being continued by three State Board Advisory Committees. Information regarding these Advisory Committees and their meetings can be found on the First Things First website. There is broad representation on each of the committees from Regional Partnership Councils and stakeholders. Coordinator Bennett advised that Dr. Peggy Federici of Mohave Community College is on the Early Learning Advisory Committee. The Advisory Committees are currently working to establish indicators that will be used statewide to measure progress and determine if we are having a collective impact or not. In April, First Things First will be hosting Regional Area Forums so Regional Council Members can review the proposed indicators and provide input prior to them being presented to the Board's Program Committee and then to the Board. These indicators will be used in the development of the SFY 2013 Regional Funding Plans. Ms. Katona advised the Regional Council that the Board wants to make sure there is ample time for feedback and reaction to the indicators. When indicators are finalized in draft form, they will be provided to Regional Councils for discussion. Ms. Katona thanked the Regional Council Members for their time and commitment to the children of the La Paz/Mohave region. Chair Frei stated the Council agrees that measuring our achievement is necessary and he's happy to see this work happening.

#### **Review and Discuss Financial and Program Data Summary**

Coordinator Beckett advised the Regional Council has a new financial report that includes service numbers for all regional and statewide grantees. Coordinator Beckett reviewed the report and highlighted several key points related to the report.

### **Review and Discuss Contract Renewal Process for SFY 2012**

Coordinator Beckett reviewed the guidance on renewal document and advised the Council that most First Things First contracts are for an initial 12-month period with options to renew for two additional 12-month periods. Coordinator Beckett explained there are generally only three reasons a Council might choose not to renew a contract with options to renew;

1. If the scope of work changes significantly.
2. A substantial increase or decrease to the amount allocated by the Council.
3. If the grant performance is not what the Council anticipated or has not met the Council's needs.

Coordinator Beckett stated she is not aware that any of these situations apply and recommended offering renewal packets to all La Paz/Mohave grantees. Coordinator Beckett stated that the plan is for renewal packets to be sent out to grantees by March 2<sup>nd</sup> with a request for grantees to return the renewals by the end of March. Grantees have also been invited to present an update to the Council at the March 24<sup>th</sup> Regional Council Meeting in Bullhead. Staff will review financial reports, programmatic data, and the renewal packets in order to make renewal recommendations. Renewal recommendations will be presented to the Regional Council at the April 28<sup>th</sup> meeting. Renewal recommendations from the Regional Council will go to the State Board in June. Coordinator Beckett asked the Council if they were aware of any reasons why renewal packets should not be offered or if they had any concerns regarding grantees. Member Holloway stated the new report helps them better understand what grantees are doing and it looks like everyone is on task with their agreements. Coordinator Beckett stated she will move forward with issuing renewal packets.

### **Discussion and Possible Action on Food Security Strategy**

Coordinator Beckett presented a draft scope of work for the new food security strategy and recommended using the state vendor list to procure these services. The intent with the new strategy is to provide food boxes region-wide to families with children ages five and under. Coordinator Beckett requested feedback on the draft scope of work and the proposal to work with the state vendors to negotiate services for the region. Member Holloway made a motion to approve the funding mechanism for utilizing the state vendor list. Motion seconded by Member Garcia. Motion passed unanimously by members present.

### **Coordinator Report & Possible Discussion**

a. *Update on Recruitment to Fill Council Member Vacancy:* Coordinator Beckett advised the Regional Council that the Nominating Committee had made a recommendation to fill the Parent Seat. That recommendation will go to the State Boards March 2<sup>nd</sup> agenda. The newly appointed member should be in attendance at the Regional Council's March 24<sup>th</sup> meeting.

b. *Early Learning, Health, and Family Support Advisory Committee Updates:* Coordinator Beckett showed the Regional Council and guests how to access the committees site and documents via internet at [www.ftf.gov](http://www.ftf.gov). All of the documents pertaining to each committee will be there including information for contacting people on the committee. Coordinator Beckett wanted to make sure the Council is aware of the work that is taking place. Member Holloway asked how much influence do Council members have on these committees and questioned, "Isn't the purpose of the Regional Councils to determine what is best for our specific regions?" Ms. Katona advised the intent in looking at indicators is to see how FTF is progressing and that is definitely a direction the State Board wants to take. The indicators will be set from a goal area not a strategy area. Ms. Katona stated that for the SFY 2012 funding plans most regional priorities aligned with goal areas approved by the Board. There was a lot of alignment that already existed. Once we add indicators, things may not be as in line. For example, when we look specifically at improving quality of early care and education, the number of teachers with degree's may be an indicator, and not all strategies you may have will move that indicator. While the board has not yet approved a set of indicators, there are circumstances likely where Regional Councils are going to say these are indicators that we can move but there are also specific needs that we have as a region that we want to add. Councils should be able to move on individual aspects. Until the Board has that set of indicators and they get feedback from Regional Councils it's hard to foresee what that conversation will be but it does need to occur. Once indicators are set, that can look different based on tribal, non-tribal, and baselines per region. The concept is not to take away decision making from Regional Councils; but to look collectively at how we can all move forward together. Member Holloway asked if the state wide committees are looking at the regional Needs & Assets reports closely. Ms. Katona advised the committees had their February meeting last week. That question was specifically raised by a Council member who is on one of the committees. Ms. Katona stated that in the statute there is a requirement for a statewide Needs & Assets report and Regional Needs & Assets reports. The statewide Needs & Assets report due in December will compile region specific information and identify how that impacts the statewide report. To clarify, Chair Frei stated that we need to make sure our voices are heard as we look at the development of the indicators and asked Ms. Katona if he's correct in saying it doesn't mean the Council's entire plan is built around these indicators. Ms. Katona stated that is the piece that she is not able to answer for certain at this point. We do not yet know what direction the Board may go. The Board wants to hear where the Regional Councils are and how to come to a decision that is respectful of our shared governance model of having the Board and the Regional Councils. The Board could decide if a group of indicators needs to be moved collectively there maybe some focus of a percentage of the funds that need to go toward a specific indicator or some direction given that this becomes a priority for

all. Ms. Katona stated at this point it's hard to say what the outcome will be. Specifically, what may be a critical indicator for Tribes may not be so for non-tribal regions. Ms. Katona advised this is where the hard work comes in. The strategies identified have to have an impact for the most part in alignment with the statewide priorities.

c. *Regional Needs & Assets Report*: Coordinator Beckett provided the Council and guests with instructions on how to access the final 2010 Regional Needs & Assets report via the FTF website. Coordinator Beckett stated this is a resource for the public to access as needed. Coordinator Beckett stated the Council should also begin thinking about the 2012 Needs & Assets Report and the upcoming vendor selection process.

d. *State Board Meeting Summary*: Coordinator Beckett provided a summary of the State Board meeting on January 24<sup>th</sup> and 25<sup>th</sup>.

e. Coordinator Beckett stated the Council is invited to participate in a Community Outreach Forum in Parker on April 4<sup>th</sup> from 10:00a.m. – 2:00p.m. This will be a work session to plan upcoming community outreach activities.

**Next Meeting**: The next meeting is at 9:30a.m. on Thursday, March 24<sup>th</sup>, 2011 at Bullhead City Elementary School District Board Room, located at 1004 Hancock Road, Bullhead City, Arizona 86442.

**Adjourn**

Member Garcia made a motion to adjourn. Motion was seconded by Member Holloway. Motion carried unanimously by members present.

There being no further business, Chair Frei adjourned the meeting at 10:51a.m.

**Minutes NOT approved**

**SUBMITTED BY:**

**APPROVED BY:**

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S. Jo Griffis, Administrative Assistant

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Riley Frei, Chair