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# FIRST THINGS FIRST

*The right system for bright futures*

## 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 25<sup>th</sup>, 2010** at 9:00 a.m. at JOM/Johnson O’Malley, located at 13390 1<sup>st</sup> Avenue, Parker, AZ 85344.

Chairman Allsbrooks called the meeting to order at 9:04 a.m. Guests were invited to introduce themselves.

##### Members present:

William Allsbrooks, Riley Frei, Lenore Knudtson, Betsy Lewis, Vijette Saari, Jose Garcia, Terri Holloway, Melissa Howell (telephonically)

##### Members absent:

Nancy Mongeau, Alisa Burroughs, Debra Weger

##### **Approval of Agenda**

Member Garcia made a motion to approve the day’s Agenda. The motion was seconded by Member Saari. The motion carried with a unanimous vote by the members present.

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

There were no calls to the public at this time.

##### **Consent Agenda**

The Consent Agenda included the minutes of the January 28<sup>th</sup>, 2010. Member Holloway made a motion to approve the minutes on the Consent Agenda. The motion was seconded by Member Frei. The motion carried with a unanimous vote by the members present.

##### **Address Potential Conflicts of Interest Regarding Items on this Agenda**

Coordinator Beckett stated that Member Lewis declared a conflict of interest regarding item #9 on the agenda.

##### **Discussion & Possible Action on Needs and Assets Work Plan**

Coordinator Beckett introduced telephonically Michelle Walsh and Dee Dee Avery from the University of Arizona, also Violeta Dominguez was present. Coordinator Beckett stated that U of A revised the proposed work plan from last month which incorporates the Council’s feedback, identifies locations, gives a detailed time line for the various activities and when they will be completed. They indicated for the Councils consideration nominal incentives to encourage participation for parent passerby interviews; they also proposed additional key informant interviews for the Fort Mojave Tribe and northern part of Mohave County

## ***DRAFT***

for a cost of \$8700. Member Holloway offered to provide children's activity books towards the interview process in addition to the incentive item the University of Arizona will provide.

Vice Chair Knudtson made a motion to approve the Needs and Assets base report and additional tasks for a total of \$47,000. Motion seconded by Member Holloway. Motion carried with a unanimous vote by members present.

Member Frei made a motion to approve the Needs and Assets additional activities for Northern cities and the Fort Mojave Tribe at a cost of \$8700. Motion seconded by Member Garcia. Motion carried with a unanimous vote by members present.

### **Discussion on Regional Council Member Terms and Process for Appointing Members**

Chair Allsbrooks stated that Fort Mojave Indian Tribe agreed to remain part of the La Paz/Mohave Regional Partnership Council rather than create their own council. They also appointed Member Lewis as their representative and asked her to remain with the La Paz/Mohave Regional Partnership Council. Coordinator Beckett reviewed the terms and process for appointing and renewing Regional Council Member positions. Coordinator Beckett mentioned that these positions are public appointments and there needs to be a public application process so that other community members have the opportunity to serve on the Council. A nominating committee will be assigned to review incoming applications and make recommendations to the State Board to appoint the positions. Member Saari and Member Frei volunteered to be on the nominating committee. Regional Manager Gary Arnold mentioned the community outreach process to notify and encourage general public applications. Mr. Arnold also mentioned that the nominating committee include a community member. Coordinator Beckett will send an email out to the Stakeholder list encouraging a community member to participate on the nominating committee.

### **Update on T.E.A.C.H. Regional Outreach Strategies**

Chair Allsbrooks gave a brief overview of last month T.E.A.C.H. presentation with the Regional Council. Coordinator Beckett introduced T.E.A.C.H. Statewide Coordinator, Dawn Henry and Association for Supportive Child Care (ASCC) Executive Director Susan Wilkins. Ms. Wilkins summarized her position in the early childhood field and ensures that the early childhood community is providing the best possible care and education to young children. Ms. Wilkins stated that First Things First did not contract with ASCC to use Regional Partnership funds until October 2009 for the T.E.A.C.H. program. Ms. Wilkins stated they want to be easily accessible to child care providers and teachers, they have provided solutions to the barriers holding them back from participating for example by offering hardship waivers. Ms. Henry reviewed the T.E.A.C.H. handout with the Regional Council, there are nine (9) students enrolled in the La Paz/Mohave Region for the spring semester. Ms. Henry reviewed the process of conducting informational sessions, with calls, flyers, notifying Quality First Coach's. Margaret Taylor, Early Childhood Program Coordinator stated in March the professional development program will conduct a training program for 120 early childcare workers and meeting the opportunity of participating in T.E.A.C.H.

### **Discussion & Possible Action on New Home Visiting Strategy for the Fort Mojave Indian Tribe**

Coordinator Beckett handed out commitment letters from the advocacy committee for the Fort Mojave Indian Tribe and gave a brief overview of the strategy. Coordinator Beckett stated the allocation for the strategy will be \$98,625 and is funded with unspent emergency scholarship dollars. Coordinator Beckett explained the home visitation and community based library education components of the strategy to the Regional Council. She also mentioned the support of the Tribal Council's decision to stay part of the La Paz/Mohave region, appoint Member Lewis the La Paz/Mohave RPC member and to allow the day care center to participate as a Quality First provider. Coordinator Beckett stated if the strategy is approved by the Regional Council it would also require approval of the Tribal Council. Coordinator Beckett recommended using the funds that have been returned to the Regional Council from the emergency child care scholarships. The new strategy if approved by the Regional Council and Tribal Council will be forward to the State Board for their approval.

Member Frei made a motion to approve the New Home Visiting Strategy for Fort Mojave Indian Tribe. Motion seconded by Vice Chair Knudtson. The motion carried with 7 in favor, 1 abstention. Member Lewis declared a conflict of interest.

### **Presentation & Discussion on the Regional Grantee Financial and Program Data Summary**

Coordinator Beckett gave an overview of the financial and program summaries at the regional level including grantee information. Coordinator Beckett stated the program summary is submitted quarterly, financial reimbursements are submitted monthly.

## **DRAFT**

Program Grant Management System (PGMS) is the reporting system template being used by grantees. The Financial Report will be provided to the Regional Council on a monthly basis.

### **Discussion & Possible Action to Extend Emergency Food Contracts**

Coordinator Beckett explained that the Expedited Food Strategy contracts don't end on June 30<sup>th</sup>. She asked if the Regional Council would be interested in extending these contract to end on June 30<sup>th</sup>, the first motion approved the contract for a period of one year ending April 15<sup>th</sup>.

Chair Allsbrooks asked for a motion to extend the contract for Yuma Community Food Bank. Hearing no motion contract will end April 15<sup>th</sup>. Chair Allsbrooks asked for a motion to extend the contract for The Salvation Army Kingman Cops. Hearing no motion contract will end April 15<sup>th</sup>.

Vice Chair Knudtson made a motion to extend Social Service Interagency Council to June 30<sup>th</sup>. Motion seconded by Member Frei. Member Garcia made a motion to extend Kingman Area Food Bank to June 30<sup>th</sup>. Motion seconded by Member Holloway. The motions carried with a unanimous vote by members present.

### **Discussion & Possible Action on Unexpended Funds in SFY 2010**

Gary Arnold Regional Manager informed the Regional Council due to the implementation and ramp up time for many strategies there will be unexpended dollars at the end of the fiscal year. There may be opportunities that are identified to put money into programs that can help children now. Mr. Arnold stated by the next meeting there will be an estimate of expected unexpended funds by the end of the fiscal year. The State Board has given the Regional Council the opportunity to allocate dollars in fiscal year 2010 to existing strategies to meet the needs of children now. Chair Allsbrooks would like to review a more detailed Financial Report Summary before making any decisions.

### **Coordinator Report and Possible Discussion**

Coordinator Beckett updated the Regional Council on the agreement with the Littlefield Unified School District that was approved by the State Board with a March 1<sup>st</sup> start date, she spoke with Kim Manager of the Topock School District, they are reviewing the draft and approved the Scope of Work, once the budget comes back from the School District it will go to the State Board in March for their approval, she is anticipating an April start date. She met with Jackie Price Quartzsite Unified School District her board will be reviewing the Scope of Work at their March 3<sup>rd</sup> meeting. Coordinator Beckett mentioned the State Board voted to release communications funds; the Regional Council allocated \$26,000 for a cross regional communication strategy. The State Board wanted to make sure that the Statewide Communications plan was up and running prior to releasing regional strategy to insure cross regional coordination and aligned with statewide direction. The Fund Balance from the emergency childcare scholarship was approved for the Regional Council to direct to the Fort Mojave strategy. Coordinator Beckett reviewed the Born Learning materials with the Regional Council that is aligned with the Statewide Strategy for Council's communication consideration. Coordinator Beckett explained a proposal to Regional Council's of an Outreach and Awareness Coordinator that would coordinate and staff the project to do community outreach on the local level; it is recommended that regions pool their resources together. Coordinator Beckett updated the Regional Council on the Legislative resolutions both the House and Senate that are likely to ask the voters to repel the voter protection act at the 2010 General Election. Coordinator Beckett stated that HCR2050 failed at this time. If HCR2050 did come back it would have a direct impact of available funds regionally. Coordinator Beckett mentioned she will be taking vacation and please contact Gary Arnold Regional Manager in her absence.

### **Regional Partnership Council Member Announcements**

Member Lewis announced Milemarker will be conducting a screening at the Child Care Center on March 6<sup>th</sup>, 2010 for all Mojave Valley. Chair Allsbrooks express his appreciation to CRIT for the use of the JOM/Johnson O'Malley facility.

### **Next Meeting**

The next meeting will be held at Bullhead Elementary School District March 25, 2010.

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**Adjourn**

There being no further business the meeting was adjourned at 11.57 a.m.

Member Garcia made a motion to adjourn. Motion was seconded by Member Saari. Motion to adjourn carried with a unanimous vote by the members present.

Minutes **NOT** approved

SUBMITTED BY:

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**Della Gray, Administrative Assistant**

**Approved by:**

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**William Allsbrooks, Chair**