



## FIRST THINGS FIRST

- Agenda Item 5:** Meeting Minutes
- Attachment:** 1. February 19, 2015 Meeting Minutes – Attachment #1
- Background:** Meeting minutes of the February 19, 2015 Regular Meeting minutes are included for review and possible approval.
- Recommendations:** The Regional Director recommends review and approval of the February 19, 2015 Regular Meeting Minutes.



# FIRST THINGS FIRST

## ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD COCHISE REGIONAL PARTNERSHIP COUNCIL Draft Meeting Minutes

### Call to Order/Pledge of Allegiance/Introductions

A Regular Meeting of the First Things First - Arizona Early Childhood Development and Health Board Cochise Regional Partnership Council was held on Thursday, February 19, 2015 at 1:00 p.m. The meeting was held at the Benson City Hall, 120 West Sixth Street, Benson, Arizona, 85602.

Chair Hoyack welcomed everyone, and called the meeting to order at approximately 1:05 p.m. Chair Hoyack led the Regional Council Members and those present in the Pledge of Allegiance.

Chair Hoyack introduced Michelle Katona, Chief Regional Officer, First Things First, Cindi Alva, Senior Director, First Things First, and Deanna Matthews, Child Care Health Consultant Program Specialist, First Things First

### Roll Call

#### Members Present:

Chuck Hoyack, Chair  
Danielle Brownrigg  
Marge Dailey (via telephone)  
Thomas Reardon  
Telly Stanger  
Jane Strain  
Kathleen Vedock (via telephone)  
Nancy-Jean Welker (arrived at 1:10 p.m.)

#### Members Absent:

Reverend Shawn Buckhanan, Vice Chair  
Laura Killberg  
Anthony Reed

### Conflict of Interest

Chair Hoyack asked the Council members if there were conflicts of interest regarding items on this agenda. There were none at this time.

### Call to the Public

There were no members of the public who requested to speak at this time.

### Discussion and Possible Approval of Minutes

A. November 20, 2014 Regular Minutes

Member Strain moved to approve the November 20, 2014 Regular Meeting Minutes; seconded by Member Brownrigg. Motion carried by a roll call vote (6-0-1). Member Reardon abstained from the vote.

Member Brownrigg	Yes	Member Strain	Yes
Member Dailey	Yes	Member Vedock	Yes
Member Killberg	Absent	Member Welker	Absent
Member Reardon	Abstained	Chair Hoyack	Yes
Member Reed	Absent	Vice Chair Buckhanan	Absent
Member Stanger	Yes		

Member Welker arrived at 1:10 p.m.

### Discussion and Possible Approval of Sponsorships

Melissa Avant, Regional Director, First Things First gave an over-view of some of the future changes to be made to the sponsorship application process including the application form, eligibility requirements, and selection procedure. A brief discussion between Ms. Avant and the Regional Council Members took place.

Member Reardon moved to approve the sponsorship for Month of the Military Child in the amount of \$1,000; seconded by Member Dailey. Motion carried by a roll call vote (8-0-0).

Member Brownrigg	Yes	Member Strain	Yes
Member Dailey	Yes	Member Vedock	Yes
Member Killberg	Absent	Member Welker	Yes
Member Reardon	Yes	Chair Hoyack	Yes
Member Reed	Absent	Vice Chair Buckhanan	Absent
Member Stanger	Yes		

Member Brownrigg moved to approve the sponsorship for the Committee for the Prevention of Child Abuse (CPCA) Annual Conference with the CPCA in the amount of \$1,700; seconded by Member Welker. Motion carried by a roll call vote (8-0-0).

Member Brownrigg	Yes	Member Strain	Yes
Member Dailey	Yes	Member Vedock	Yes
Member Killberg	Absent	Member Welker	Yes
Member Reardon	Yes	Chair Hoyack	Yes
Member Reed	Absent	Vice Chair Buckhanan	Absent
Member Stanger	Yes		

**Review of SFY2014 Grantee Financial, Data and Narrative Reports – 1<sup>st</sup> Quarter and 2<sup>nd</sup> Quarter**

- A. Financial,
  - B. Data – 1<sup>st</sup> Quarter Only,
  - C. Narrative – 1<sup>st</sup> and 2<sup>nd</sup> Quarter, and
  - D. Quality First Scholarships
- Ms. Avant gave a brief explanation of the data provided in the council packet.

**Discussion and Presentation on Public Private Partnerships**

Michelle Katona, Chief Regional Officer, First Things First gave an informative presentation on Public Private Partnerships which included information on the history, the long term goals and future intentions. Ms. Katona gave an overview of the documents provided in the packet and a lengthy discussion followed between Ms. Katona and the Regional Council Members.

**Regional Director’s Report**

- A. Funding Plan Presentation,
- B. First Things First 2015 Summit,
- C. Regional Timeline for Upcoming Year,
- D. Request for Grant Application Update and Timeline, and
- E. Requested Items

Ms. Avant gave a brief update and explanation of the documents provided in the packet. Ms. Avant informed the Regional Council Members of an upcoming Read On Cochise symposium on March 26, 2015 and that Member Welker and herself attended the Smile Conference.

**Future Agenda Item Requests**

Member Strain suggested that the Regional Council Members watch the First Things First webinars provided online, attend the sponsored events, First Things First hold a countywide Early Childhood event, and to revisit presentations throughout the county.

Chair Hoyack asked that First Things First hold a retreat for Public Private Partnerships in the near future and that he would like information on the 1<sup>st</sup> and 3<sup>rd</sup> Quarter TEACH scholarship data.

Member Welker suggested that First Things First have a booth at the Cochise County Fair.

**Announcements**

B. Council Member Summary of Events:

Member Welker – announced that the San Simon Literacy Organization reading program is losing a valued teacher and that the Bowie schools are applying for a grant to hire a Pre-K teacher. Member Welker asked to keep them in your thoughts and prayers.

Chair Hoyack – thanked everyone for the wonderful thoughts and prayers.

C. Upcoming Events:

Chair Hoyack shared the Certificate of Appreciation from the City of Sierra Vista for the sponsorship of the Children’s Holiday party with the Regional Council Members.

**Next Meeting**

March 19, 2015 – Douglas – possibly at the Cochise College

**Adjourn**

There being no further discussion, the meeting was adjourned at approximately 2:54 p.m.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD  
COCHISE REGIONAL PARTNERSHIP COUNCIL

Approved by:

\_\_\_\_\_  
Chuck Hoyack, Chair Cochise Regional Partnership Council

*Telephone Procedures*

The conference telephone was used for members participating by telephone. Members on the telephone were identified when they spoke for the benefit of those physically present at the meeting.



## FIRST THINGS FIRST

- Agenda Item 6:** Regional Director's Report
- Attachment:** 2. Regional Director's Report – Attachment #2
- Background:** Monthly Director's Report provides the Regional Director an opportunity to inform the Regional Council on current and upcoming activities happening within the region and/or the State.
- Recommendations:** The Regional Director provides this for informational purposes only.



# April 2015 Regional Director's Report

Cochise Regional Partnership Council

## General Updates

### Early Childhood Matters to Business



“Business leaders and policymakers should consider investment in young children one of the most effective strategies to secure the future economic strength of their communities and nation.”

#### **2015 and 2017 Regional Needs & Assets Report**

-Based on feedback from FTF Regional Staff and Regional Council members across the state, FTF has been looking into revising the Regional Needs & Assets Reports scope of work to better support council's strategic planning, while also staying within statute requirements. In order to do so, the timeline for the Regional Needs and Assets reports has been modified to include a 2015 report and a 2017 report that can be optimally utilized for SFYs 19-21 strategic planning. In 2015, the regional reports will be shorter in length updating certain data elements from the 2014 report and meeting the statute requirements. UofA Norton School will be the vendor for all FTF Regions.

-The following Needs and Assets report (2017 report) will be a comprehensive report that is based on a revised scope of work currently being determined by FTF staff that will go out to bid in a RFP in summer 2015. For the 2017 report, the Cochise Regional Council will be able to select a vendor to work with (like they have done in previous Needs and Assets cycles) from an updated vendor list based on the responses to the RFP. The strategic planning discussions for SFYs 19-21 will begin in August 2017, and the 2017 full report based on the revised scope will be available towards those discussions. This will enable regional councils to have current information to utilize in their next strategic planning decision making process.

## In The News



### June 18<sup>th</sup> Retreat Options:

Public Private Partnerships – I am currently working on the material we will need to have meaningful conversation and dialogue. The materials will include our unfunded strategies, current partnerships, potential partnerships and possible activities to move the work forward.

#### Questions I have for you:

- Do you want the retreat to start at our regular time (1 pm) or make it earlier to include Lunch?
- Would you like the retreat to include other topics i.e. team building, open meeting law, signature programs or other topics you want more information on or would you only like to focus on Public Private Partnerships?
- Any comments or suggestions regarding the retreat?