



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## Arizona Early Child Development and Health Board Yavapai Regional Partnership Council

### **DRAFT** Minutes

#### **Call to Order**

A Regular Meeting of the First Things First – Yavapai Regional Partnership Council was held on March 19, 2014 at the Yavapai County Education Service Agency, Training Room, 2970 Centerpointe East Drive, Prescott, Arizona, 86301.

Dr. Kathy Watson, Chair, called the meeting to order at 9:06 a.m.

Members Present: Kathy Watson, Anne Babinsky Rawlings, Ophelia Tewawina, Sherry Birch, Sara Lienau, Juanita Setzer, and Angela Bradshaw Napper. Olga Morris attended telephonically.

Members Absent: Julie Hall Allison

#### **Council Member Conflict of Interest Disclosure**

No members declared a conflict of interest.

#### **Approve RPC Meeting Minutes**

Vice Chair Anne Babinsky Rawlings made a motion to approve the minutes of the February 26, 2014 Regular Meeting of the Yavapai Regional Partnership Council, as presented. The motion was seconded by Council Member Sara Lienau and passed unanimously.

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

No community members declared a call to the public.

#### **SFY2014 Financial and Data Reports**

Regional Director Lisa Blyth provided financial highlights on the SFY2014 Quarter 2 Contract Detail Report and the SFY2014 Quarter 2 Data Report.

#### **Discussion and Review of FTF Regionally Directed Strategies**

Regional Director Lisa Blyth provided a review of the regionally directed strategies which include: Family Support Coordination; Parent Outreach and Awareness and Service Coordination. The information provided included a brief overview of each strategy, the scope of work and their objectives.

#### **Review of Community Collaboration Strategies for Consideration in SFY2016-SFY2018**

Regional Director Lisa Blyth provided details regarding considerations for the future structure of the Family Support Coordination strategy. Other strategies may be considered such as Community Partnerships or Communities of Practice to further support coordination components that currently exist in the Family Support Coordination strategy.

**Review and Update of Regionally Directed Strategies for SFY2014**

Administrative Assistant Cindy Pemberton provided updates in regard to the SFY2014 Parent Outreach and Awareness and Family Support Coordination strategy. The Big and Little Kids book coordination efforts were explained and statistics were given in regard to the website. The Child Care Coalition Fall Conference was detailed in regard to expenditures and participant outcomes. Charla Boley provided updates pertaining to the Service Coordination strategy and described the current events that have taken place such as the Verde Valley Early Childhood Networking meeting which was conducted on March 7, 2014. Feedback and focus discussions are being made to log the importance of needs in each community.

**Community Outreach Coordinator Report**

Community Outreach Coordinator Claire Louge reported on a number of updates regarding the Community Outreach Plan and benchmarks including; the benchmark for presentations and outreach events are 5 per month and Yavapai conducted 46 since January 29, 2014; 5 success stories; and the media benchmark is 2 per month and Yavapai had 14 since January. Framing the Future luncheon, Week of the Young Child Site Tours, Book Nook Project; and the Arizona Town Hall was also addressed.

**Regional Director's Report**

Regional Director Lisa Blyth reported on a number of updates including: community meetings; Regional Partnership Council recruitment updates; request for grant application and contract grant renewal updates; grantee meeting calendar and presentation expectations; and the June State Board meeting.

**Discussion and Possible Approval of Changing June 2014 Regional Partnership Council Meeting Date**

Chair Kathy Watson assessed the availability for each member on June 25, 2014 and identified that enough members are planning to attend to meet quorum. Therefore, no decisions were made to change the originally scheduled date.

**Council Member Updates and Report**

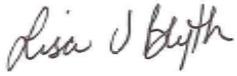
Council Member Sherry Birch extended an invitation on April 5, 2014 in Black Canyon City to attend the Black Canyon Bicentennial Lions Club White Cane Day Parade and Family Festival. On April 9, 2014 Arizona Gives Day the Sonshine Learning Center is a participant and encouraged the public to support any non-profit online. On April 27, 2014 from 1:00 p.m. to 5:00 p.m. the Sonshine Learning Center will be hosting a fundraiser at Bumble Bee Ranch.

**Next Meeting**

The next Regular meeting of the Regional Partnership Council is scheduled for April 23, 2014 at 9:00 a.m. in Cottonwood.

**Adjournment**

There being no further business, Council Member Sherry Birch moved to adjourn the meeting. The motion was seconded by Vice Chair Anne Babinsky Rawlings and passed unanimously. Chair Kathy Watson adjourned the meeting at approximately 10:44 a.m.



---

Lisa Blyth, Yavapai Regional Director

Approved:

---

Kathy Watson, Chair

---

April 23, 2014

Dear Members of the Yavapai Regional Partnership Council,

Teen Outreach Pregnancy Services (TOPS) respectfully submits the following information and results of our Prenatal Outreach contract with the First Things First Yavapai Regional Partnership Council. Considering that the TOPS Prenatal Outreach contract is coming to an end, we feel it is important to share the outcomes of this contract since we began service delivery in September 2011.

- What successes and challenges have you had in meeting all of the components of your Scope of Work?

### SUCSESSES

1. September 2011-March 2014

Site	Enrolled	Referred	Graduated	Deliveries
West Yavapai	129	150	33	64
Verde Valley	46	51	12	13
<b>Yavapai Total</b>	<b>175</b>	<b>201</b>	<b>45</b>	<b>77</b>

2. Deliveries: 77

- 91% were breastfeeding at time of discharge
- 82% were delivered vaginally
- Average weight was 7 lbs. 1 oz. (5.5 lbs. is considered a full weight)
- Average gestational age was 38.6 weeks (37 weeks or greater is considered full-term)

3. Preventing 2nd pregnancies: Three known participants experienced 2<sup>nd</sup> pregnancies while being followed by program. This represents a 3.9% repeat pregnancy rate among participants, a percentage considerably lower than the State of Arizona repeat pregnancy rate for adolescents of 22%.

4. Home Visits provided: 220

- Prenatal: 55
- Postnatal: 165

5. Number of Classes Held:

- HP – 122 classes (337 duplicated adult attendees) = 244 hours
- CBE – 224 classes (647 duplicated adult attendees) = 448 hours
- PP – 140 classes (346 duplicated adult attendees) = 280 hours
- SG – 93 sessions (449 duplicated adult attendees) = 93 hours
- Special Events – 15 (174 duplicated adult attendees)

6. Knowledge level increased an average of 18% (from 75% to 93%)

7. Graduated from our program: 45

8. Referrals to other programs: more than 392 (some reported more than one per referral type and we do not track the referrals we give people who are not enrolled in our program – like those who walk in for pregnancy tests)

- Mental Health Services: 25
- Nutrition Services: 49
- Other Referrals: 236
- Promote Health: 82

## CHALLENGES

1. Program promotion as a new organization in the county. This includes the lack of collaboration by other agencies after TOPS' repeated attempts to develop community partners.
2. Getting referrals from other major service providers, community agencies, and local OB/GYNs.
3. Staff turnover in the first year and half.
4. Enrollment goals were set too high by RFGA and TOPS. Expectations of RFGA did not account for the trend of declining adolescent pregnancies that have been steadily occurring since 2007. Also, TOPS was not notified that we had the option to change the enrollment goal during contract renewals.
5. Transportation issues for clients to make it to classes and events.

• How has the implementation of your program in the Yavapai Region aligned with the Scope of Practice?

1. Although the original application did not include providing the Ages and Stages Questionnaire, TOPS began providing these screenings during the third year of this contract as an added benefit for our participants. From December 2013 to present we completed 32 ASQ3 screenings.
2. 1 of our 2 Home Visitors had Bachelor's degree
3. TOPS background checks (Fingerprint Clearance card) all employees
4. TOPS Staff work as a team
5. TOPS includes pre and post testing, self-assessment and opportunities for feedback.
6. TOPS has accomplished the following:
  - Engaged at-risk pregnant women in home visiting services early
  - Engaged pregnant women and their families in assessing their status to identify strengths and needs.
  - Help pregnant women and families develop and implement a family service plan based upon assessment findings and goals and objectives identified with the family.
  - Connect eligible pregnant women to public health coverage as needed and to prenatal care services available
  - Monitor and encourage continued access to prenatal care throughout a woman's pregnancy
  - Encourage healthy prenatal behaviors, and connect women to available services that mitigate unhealthy behaviors such as smoking cessation or drug or alcohol treatment
  - Connect pregnant women to nutrition services such as the federal Women, Infants and Children (WIC)
  - Provide home-visiting services post-partum for at least twelve months, supporting the mother in understanding and addressing needs and development of their infant
  - Clearly define program objectives with the families upon enrollment; understanding what the program will accomplish helps families become fully engaged in program services
  - Create opportunities for formal and informal feedback regarding services delivered and act upon it; ensure that input shapes decision-making
  - Encourage open, honest communication
  - Maintain confidentiality, being respectful of family members and protective of their legal rights

• How have the outcomes of your program directly contributed to one or more of the School Readiness Indicators, which one(s)?

TOPS has contributed in the following ways:

- 74% of eligible children screened (26 out of the 35 eligible)

- 100% of our babies have health insurance.
- 100% of our babies are connected with a medical home.
- 93% of TOPS participants indicated a high level of parenting confidence/competence.
- 95% of TOPS clients indicated a high level of satisfaction with all program components.

• How has the implementation of your program expanded and/or strengthened the Early Childhood System in Yavapai? Please give an example of how you have expanded the capacity of your program in the past 12 months. (These may be the same thing)

The implementation of the TOPS programs expanded and strengthened the Early Childhood System in Yavapai County by providing the following program components to the high-risk population of pregnant and parenting adolescents we serve:

- During the past 4 months TOPS added the Ages and Stages Questionnaire (ASQ3) to the home visiting component of our program. Babies born to our teen participants were eager to learn about the ASQ3 and participate in the screening process for their child. We believe that this directly helped to strengthen the parenting ability of the high risk population TOPS serves.
- Although a Prenatal Outreach Strategy, TOPS added and provided group parenting education, special events, and support groups to parenting participants throughout the duration of the contract.
- TOPS developed a Rural Client Policy and Procedure to enhance our ability to go into the communities which were not being served by standard home visiting programs. This allowed TOPS to reach participants in places such as Seligman, Bagdad, Ashfork, and Rimrock thereby helping to strengthen the early childhood system in these underserved areas.

During the next two months, as we prepare to close our Prescott Valley office, TOPS will begin transitioning eligible participants to the Healthy Families Programs in Verde Valley and in West Yavapai. It is our hope that a future partnership can be formed with one of these programs, if funding comes available, for TOPS to once again provide services to the high risk population of pregnant adolescents.

The staff at Teen Outreach Pregnancy Services, feel fortunate to have been such an important part of the lives of our participants and their families during the past three years.

Thank you for the opportunity to present this information.



Laura Pedersen, RN, MSN  
Executive Director  
Teen Outreach Pregnancy Services



**FIRST THINGS FIRST**  
*Ready for School. Set for Life.*

**Yavapai SFY15  
 Funding Plan**

Allocations and Funding Sources	2015		
FY Allocation	\$3,209,133		
Population Based Allocation	\$1,839,564		
Discretionary Allocation	\$1,050,526		
Other (FTF Fund balance addition)	\$319,043		
Carry Forward From Previous Year	\$1,738,013		
<b>Total Regional Council Funds Available</b>	<b>\$4,947,146</b>		
Strategies	Approved Allotment	Proposed Increase	New totals
Quality First	-		-
Quality First Coaching & Incentives	\$470,606		\$470,606
Quality First Academy	\$35,720		\$35,720
Quality First Warmline Triage	\$4,332		\$4,332
Quality First Inclusion Warmline	\$7,770		\$7,770
Quality First Child CCHC Warmline	\$2,679		\$2,679
Quality First MHC Warmline	\$7,992		\$7,992
Quality First Assessment	-		-
Child Care Health Consultation	\$169,290		\$169,290
Quality First Scholarships	\$1,735,048		\$1,735,048
Scholarships TEACH	-		-
FTF Professional REWARDS\$	\$27,000		\$27,000
Family Support Coordination	\$4,500		\$4,500
Home Visitation	\$800,000	80,000	880,000
Parent Education Community-Based Training	\$197,500		\$197,500
Parent Outreach and Awareness	\$10,000		\$10,000
Mental Health Consultation	\$307,500		\$307,500
Court Teams	\$66,500		\$66,500
Family, Friends & Neighbors	\$30,000		\$30,000
Community Awareness	\$6,000		\$6,000
Community Outreach	\$80,000		\$80,000
Media	\$50,000		\$50,000
Statewide Evaluation	\$219,344		\$219,344
<b>Total</b>	<b>\$4,231,780</b>		<b>\$4,311,780</b>
<b>Total Unallotted</b>	<b>\$715,366</b>		<b>\$635,366</b>



## FIRST THINGS FIRST

724 N Montezuma St., Suite 724B  
Prescott, Arizona 86301  
Phone: 928.776.0062  
Fax: 928.776.8118  
[www.azftf.gov](http://www.azftf.gov)

### Chair

Dr. Kathy Watson

### Vice Chair

Anne Babinsky Rawlings

### Members

Julie Hall- Allison  
Sherry Birch  
Angela Bradshaw Napper  
Sara Lienau  
Olga Morris  
Juanita Setzer  
Ophelia Tewawina

April 17, 2014

### Yavapai Regional Partnership Council Members:

As the Regional Council moves forward with implementation of the strategies approved in the 2015 Regional Funding Plan, there are many grantee agreements in place and eligible for renewal. Generally, a one year agreement with option to renew may be extended unless there is appropriate justification for the action to not renew. Each agreement should be reviewed individually to determine what steps should be taken regarding possible renewal.

Regional Councils should examine grant performance in considering whether or not to recommend renewal of a grant agreement. If a Regional Council determines that grant performance does not meet the Regional Council's needs based upon factual evidence under the provisions of the grant, the Regional Council may decide to not renew.

If performance is satisfactory under the grant agreement, and if no other changes occur to the scope of work or financial value of the grant that would require rebid or renegotiation, the Regional Council should renew the grant. The Regional Council may also renew programs based on findings that there are reasonable causes for delays in implementation, or other issues that have been or will be overcome by the grantee in the coming year.

All recommendations from the Regional Council will be forwarded for consideration of approval at the First Things First Board meeting June 9 and 10, 2014.

Please find attached a Renewal Report Summary document. This document is intended to provide information to the Regional Council for consideration of renewal as a complement to other sources of information, including the full quarterly data reports, narrative reports, and the grant renewal application.

For each grant agreement up for renewal, our Fiscal Specialist and I are conducting a more thorough review of financial, programmatic and data performance and can provide further information to the Regional Council as needed or as requested. We have provided points for your consideration and a recommendation for each grant agreement.

Once you have made your decisions, the report will serve as a summary of the Regional Partnership Council's recommendations on renewals of SFY14 agreements for SFY15.

You may find the following highlights helpful as you review the documents and information.

- Each grant award is individually listed by name and contract number. You will also notice the contract period and number of contract months. This information will be helpful in assessing individual grantee progress this year, as not all agreements started work at the same point.
- **Financial information** is provided and includes the dollar amount of the award, the amount expended to date, and percentage expended\*. You will see that there is a “range of 30%- 60%” expended to date, indicated by yes or no, and percentage for amount outside of this range. The range alone does not indicate strong or poor performance, but may be considered in context of other grantee reporting and information. The final item in the finance section is the proposed award amount for SFY 2015 for your consideration.
- **A short program narrative** is provided to describe the work of each grant agreement for the SFY 2014.
- In each green section on the report you will see a short representation of the **grant performance**. The FY 2014 contracted service units are followed by the data for quarters one (7/1- 9/30) and two (10/1- 12/31)\*.

The service units presented are the “basic service units” for the strategy. As the name indicates, these basic units provide only an indicator of progress and performance. More information is provided in the Quarterly Data Reports and the Quarterly Narrative Reports.

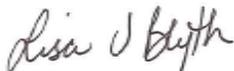
You will also see a “year-to-date total” of the actual service number presented as a cumulative or duplicative total as appropriate. A targeted range of 30%-60% of the contracted number of units is presented with indication on meeting or exceeding that range.

The SFY 2015 Proposed Contract Units are the closing point of consideration in the data section and this number reflects what the organization has proposed to serve.

- We have also provided a short narrative with renewal consideration information. You will see a yes/no indicating the recommendation to the Regional Council for renewal and a blank “yes/no” area for the Regional Council recommendation for renewal, once decided. This staff recommendation was made based upon a review of all the information - quarterly reports, financials, and renewal application. In summary, the staff recommendations to the Regional Partnership Council are that 8 of 8 agreements be renewed.

Should you have any questions or need additional information please let me know. As with all business you are asked to consider that Open Meeting Law requires you to conduct any needed discussions during the public meeting and to consider any potential Conflict of Interest on these decisions.

I look forward to finalizing the recommendations during the April 23rd meeting,



Lisa Blyth  
Regional Director  
Yavapai Regional Partnership Council

*\*Please make note that the expenses are current as of date printed on the report, whereas the service units reported are for quarters one (7/1- 9/30) and two (10/1- 12/31). These are not corresponding time periods so must be considered in that perspective.*

## Yavapai Grantee Renewal

Home Visitation Strategy											Renewal Considerations		
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
FTF-RC022-13-0372-02-Y2	Yavapai Regional Medical Center	07/01/2013-06/30/2014	12	\$282,279.00	\$168,414.56	59.7%	Yes	0.0%	\$310,057.00	Yes			
<p>Healthy Families is a program of the Family Resource Center at Yavapai Regional Medical Center. Healthy Families is a free and voluntary program whose purpose it is to identify and provide emotional support and education to parents at risk of child abuse and neglect for up to five years from the birth of their baby. Program services include a two-stage screening process to determine eligibility and assignment of a Family Support Specialist to provide intensive, comprehensive, long-term support in the participant's home. Each Family Support Specialist has a college degree and all are trained extensively each year.</p>										<p>YRMC's programming already addresses the teen parenting population. They are transitioning to the Growing Great Kids curriculum and have already conducted staff training for use of the curriculum. They have actually come in 2% under budget, some savings occurring in personnel costs.</p>			
Service Unit			2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units	
Number of families served			70	46	54			54	77.1%	No	17.1%		
FTF-RC022-13-0372-03-Y2	Arizona's Children Association	07/01/2013-06/30/2014	12	\$248,865.10	\$140,511.52	56.5%	Yes	0.0%		Yes			
<p>Parents As Teachers is an international early childhood parent education and family support program with effective curricula that is known as an outstanding evidence-based best practice model. The vision of Parents As Teachers (PAT) is that all children will learn, grow, and develop to realize their full potential, with the mission of providing the information, support, and encouragement parents need to help their children develop optimally during the crucial early years of life. PAT is based on the principle that parents are their children's first and most influential teachers.</p>										<p>AzCA has proposed to add the evidence based curriculum specific to teens, that includes a peer support component, as well as using social media and two dedicated parent teachers to increase outreach to the parenting teen population. They have already begun targeted outreach to teen parents currently enrolled at TOPS.</p>			
Service Unit			2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units	
Number of families served			80	54	48			48	60.0%	Yes	0.0%		
FTF-RC022-13-0372-05-Y2	Yavapai County Community Health Services	07/01/2013-06/30/2014	12	\$250,000.00	\$146,051.61	58.4%	Yes	0.0%	\$275,000.00	Yes			
<p>Yavapai County Community Health Services (YCCCHS) proposes to re-establish the Nurse Family Partnership Home visiting program within the Yavapai Region to support first-time mothers and their young children. A Registered Nurse home visitor will conduct regular home visits to low-income, first-time pregnant women and their children to assess the health of the mothers, the health and development of the child, the safety of the environment, the need for other community resources, etc. The nurse home visitor will be a resource for information related to the health and development of young children, environmental safety, community resources etc. Home visits will be voluntary, culturally appropriate, and will focus on the desires of the client for herself and her child.</p>										<p>YCCCHS's NFP program is already targeted at the teen parenting population through their enrollment criteria that stipulates first time parents only. To additionally appeal to the teen parenting population YCCCHS has proposed to start an NFP "store" in which parents can use earned credits to get items for their new baby. They have requested a 2% funding increase to add this additional component.</p>			
Service Unit			2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units	
Number of families served			50	46	50			50	100.0%	No	40.0%		
FTF-RC022-13-0430-01-Y2	Verde Valley Medical Center	07/01/2013-06/30/2014	12	\$0.00	\$0.00	0.0%	No	-30.0%		Yes			
<p>Provide Healthy Families Arizona home visitation program at the Verde Valley Medical Center in Cottonwood, AZ</p>										<p>VVMC Implements Healthy Families using the Growing Great Kid Curriculum. They are compliant with SOW and SOP and consistent in meeting their TSU's.</p>			
Service Unit			2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units	
Number of families served			40	17	22			22	55.0%	Yes	0.0%		

Family Support

## Yavapai Grantee Renewal

Parent Education Community-Based Training Strategy											Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Renewal Considerations			
FTF-RC022-13-0384-01-Y2	Community Counts (formerly Youth Count)	07/01/2013-06/30/2014	12	\$150,000.00	\$66,635.65	44.4%	Yes	0.0%	\$150,000.00	Yes			
<p>Community Counts, formerly Youth Count, is proposing the continuation of community based parenting education through First Things First. 47 series of parenting education classes will be implemented utilizing one of three research based curriculums: Becoming a Love and Logic Parent, Common Sense Parenting, and Nurturing Parents. In addition to the series of classes, 17 one time workshops will be implemented to align with the subjects covered in the curriculum. Through this project a minimum of 360 unduplicated parents/caregivers/early childhood professionals will be served through a minimum of 2,200 contacts.</p> <p>Parenting education will be provided by five subcontractors of Community Counts. They are as follows: Yavapai Education Services Agency, Buena Vista Children's Services, Beaver Creek School District, Camp Verde School District, and Del E. Webb Family Enrichment Center of Yavapai College. The five subcontractor's service areas are divided into five geographical areas of the Yavapai region. Parenting education is targeted to high-risk populations and is geographically dispersed throughout the region.</p>										<p>Community Counts initially submitted a budget for 165K in their renewal to add components to programming and professional development. These additions came in response to their site visit this year that indicated some changes they could make to be in better alignment with the SOP. As the QA site visit model is new and still in development, the results are information only for both the grantees and for FTF in regards to implementation practices and practicality of standards, respectively. Community Counts is able to continue implementing PE-CBT in an acceptable manner with the approved budget of 150K. Additional funding would allow for more robust professional development, parent incentive and child care retention plans.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of participating adults				360	249	416			665	184.7%	No	124.7%	

## Yavapai Grantee Renewal

Court Teams Strategy													
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
FTF-MULTI-13-0362-02-Y2	Prevent Child Abuse Arizona	07/01/2013-06/30/2014	12	\$66,500.00	\$45,461.04	68.4%	No	8.4%	\$66,500.00	Yes	Renewal Considerations		
<p>Arizona Court Teams is a child welfare systems change and coordination effort based on a national initiative of Zero to Three called "Court Teams for Maltreated Infants and Toddlers". Juvenile courts, child welfare agencies, mental health and early intervention work together to expedite appropriate and timely services for young children and their caregivers, both biological parent and foster parents.</p> <p>In the North Phoenix, and Yavapai regions of First Things First, Court Teams provides training and technical assistance to local stakeholders to increase knowledge of and best practices for meeting the unique needs of infants and toddlers in the child welfare system. It also identifies and implements systems improvements across agencies that increase the odds young children will be able to heal from adverse experiences and thrive developmentally and emotionally throughout the journey to permanency.</p>										<p>Prevent Child Abuse will continue to provide support and training to baby CASA's, foster parents, and professionals in the fields of medicine, law enforcement and social services. It is often difficult to get law enforcement and medical practitioners to commit to training dates which has led to uneven distribution of training opportunities across the year (and therefore, inexact quarterly TSU counts). Plans remain in place for recruitment and attendance at trainings throughout the year that would allow the Contracted Service Unit to be met. It was met and exceeded last fiscal year.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of children served				140	120	147			147	105.0%	No	45.0%	
Number of participants attended				500	60	66			126	25.2%	No	-4.8%	

Coordination

## Yavapai Grantee Renewal

Family, Friends & Neighbors Strategy											Renewal Considerations		
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
FTF-MULTI-13-0406-01-Y2	Association for Supportive Child Care	07/01/2013-06/30/2014	12	\$30,000.00	\$9,076.73	30.3%	Yes	0.0%	\$30,000.00	Yes			
Quality and Access	<p>The Arizona Kith and Kin Project of the Association for Supportive Child Care (ASCC) provides support to family, friend and neighbor caregivers through weekly training/support group meetings. An average of 15 participants, per group, meet weekly for 14 weeks for a series of trainings on child development, health and safety, positive guidance and discipline, nutrition, early brain development, language and literacy, car seat safety and much more. Organized with the help of a community collaborative partner, group meeting locations are selected within the communities where family, friend and neighbor care providers live, work and play. The weekly gatherings are held in a supportive, workshop format where participants gain emotional sustenance from the other participants while learning about early childhood development, school readiness and safety. Providers receive concrete instruction and training, along with the distribution of related safety equipment. Upon completion of a 14 week training-support group session, participants are invited to attend a Health and Safety Conference each summer. Where applicable and as funding permits, transportation and on-site child care is provided, free of charge, to minimize barriers to participation.</p>									<p>The Kith and Kin program provided by the Association for Supportive Child Care (ASCC) in the La Paz/Mohave, Yuma, Coconino and Yavapai Regions is on target to meet or exceed the contracted service units in SFY 2014. Typical issues/barriers associated with the start-up and implementation of a new program have been identified and promptly addressed.</p>			
	Service Unit	2014 Contracted Units	2014 O1 Actuals**	2014 O2 Actuals**	2014 O3 Actuals**	2014 O4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units		
	Number of home based providers served	20									20		

## Yavapai Grantee Renewal

**Mental Health Consultation Strategy**

Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
-----------------	---------	-----------------	--------------------	---------------	--------------------------	------------------------------------	------------------------------	-------------------------	--------------------------	---------------------------------	------------------------	-------------------------

FTF-STATE-13-0344-01-Y2	Southwest Human Development	07/01/2013-06/30/2014	12	\$307,500.00	\$173,176.64	56.3%	Yes	0.0%				
-------------------------	-----------------------------	-----------------------	----	--------------	--------------	-------	-----	------	--	--	--	--

Smart Support is a focused mental health consultation model designed to provide an individualized response to early care and education providers who are wanting support with the social and emotional climate of their classrooms and/or are experiencing difficulty with a particular child or child care issue. The proposed model recognizes the central role of early care and education professionals, in partnership with parents, in promoting optimal outcomes for children, including preparedness to succeed in school. Mental health consultants will provide program-based support to early childhood care and education providers in an effort to build provider's skills, enhance providers ability to establish positive relationships with children, and ensure the provision of a quality developmentally appropriate and culturally sensitive care and learning environment. It is anticipated that programs will initially establish a relationship with a mental health consultant because of concerns related to a specific child/issue. Once established, however, the consulting relationship will expand to include a focus on program variables with the ultimate goal of improving teachers capacity to observe, understand and respond to children's needs resulting in an early care and education experience that supports the emotional well-being of all children.

The MHC grantee conducts regular focus groups with owners of licensed homes to enlist them into the program. They report improved collaboration with CCHCs, OF coaches and other TA programs to enlist homes into the program. They report some success but continue to enroll less than expected. Owners of licensed homes have smaller numbers of children and are not receptive to having a mental health professional come into their home. The grantee continues to serve higher than expected child care centers. During the June 2014 meeting, the Board will be presented with a recommendation to renew this statewide contract. Analysis of the quantitative data collected, a consideration of the qualitative data provided through narrative reports, and individualized grantee follow up by FTF program and finance staff was presented and considered by the FTF executive team for statewide initiatives. The executive team utilized this data and information as the basis for this recommendation to the Board.

**Renewal Considerations**

Health

Service Unit	2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of center based providers served	13	15	20			20	153.8%	No	93.8%	
Number of home based providers served	5	0	0			0	0.0%	No	-30.0%	
Number of tuition reimbursements distributed statewide	0									

## Yavapai Grantee Renewal

Child Care Health Consultation Strategy													
Contract Number	Grantee	Contract Period	Number of Contract	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
GRA-STATE-13-0511-01-Y2	Yavapai County Community Health Services	07/01/2013-06/30/2014	12	\$123,772.00	\$61,985.74	50.1%	Yes	0.0%		Renewal Considerations			
<p>CCHC provides a trained outreach health consultant throughout the Yavapai region in regulated childcare settings. CCHC identifies and assists with provider centered concerns and issues. CCHC's work together with early care and education providers to promote healthy and safe environments for young children and to improve the quality of care provided. CCHC's provide expert information, resources and referrals to child care providers.</p>										<p>The FY14 quarter 2 service numbers of OF sites reflect the number of centers currently enrolled in all CCHC tier levels. Actual numbers are lower than contracted numbers due to OF vacancies and pending OF selection. Non-OF sites numbers reflect the number of centers/homes currently enrolled in all CCHC tier levels. During the June 2014 meeting, the Board will be presented with a recommendation to renew this statewide contract. Analysis of the quantitative data collected, a consideration of the qualitative data provided through narrative reports, and individualized grantee follow up by FTF program and finance staff was presented and considered by the FTF executive team for statewide initiatives. The executive team utilized this data and information as the basis for this recommendation to the Board.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of center based providers served				50	59	64			64	128.0%	No	68.0%	
Number of home based providers served				7	8	8			8	114.3%	No	54.3%	
Number of Non-OF Centers													
Number of Non-OF Homes													



**FIRST THINGS FIRST**  
*Ready for School. Set for Life.*

## **Sustaining Arizona's Commitment to Young Kids**

### **Finance Committee Recommendation to the Board - Summary**

Tobacco taxes are a declining source of revenue; in fact, funding for First Things First has decreased from almost \$171 million in fiscal year 2008 to \$132 million in FY2013, a 23% drop in five years. By statute, the Board is ultimately responsible for ensuring that FTF funds are used as Arizona voters intended. Therefore, one of the Board's primary responsibilities is to set a fiscal policy that allows FTF to: sustain program funding for the longest term possible; maximize current and future revenues; and, promote thoughtful and proactive planning for future funding reductions so as to minimize the impact to children and families statewide.

In setting a fiscal policy direction, the Board has focused specifically on trends in tobacco tax collections – which led to revenue projection models researched by Arizona State University – and analysis of expenditures. The initiative that created FTF was written so that an organizational fund balance would accrue for a period of time before expenditures began. This was an intentional, strategic move on the part of the initiative's authors to ensure that funds would be available to sustain FTF's efforts over a longer period of time.

What were not anticipated were sizeable regional carry-forward balances. The Board noted the reasons for and monitored the regional carry-forward balances in fiscal years 2010 and 2011. In 2012, when the total regional carry-forward balance exceeded \$90 million – the Board looked more closely at the regional carry-forward balance and set fiscal policy that focused on spending down that balance.

While fiscal year 2013 was the first year in which the regional fund balance did not grow, the reduction was minimal. As regions complete the last year in the current funding cycle (FY13-15) and begin planning for the next three years (FY16-18), it was a logical next step for the Board – through its Finance Committee and with support from FTF staff – to undertake a deeper review of revenue, organizational fund balance and regional carry forward and to establish the fiscal policy direction that regional councils can use as a basis for discussion of the next three-year strategic direction and budgeting.

#### **Recommendation of the Finance Committee**

To expand the discussion and ensure a diverse set of views on the matter, the Chair of the Finance Committee, member Nadine Mathis Basha, invited special guests to both meetings to participate in the conversations. The additional participants represented both Board and regional council members.

Over the course of two meetings the Finance Committee reviewed how allocations are set; discussed the variables involved in the allocation process; examined how future allocations would support current spending budgets; looked at how regional fund balance is related to and impacts spending; reviewed how the organizational fund balance can be used to support a targeted spending level; and, developed recommendations for the Board on future program spending budgets and how the regional fund balance should be used.

Two formal recommendations have been made to the Board. These will be discussed at the April 2014 Board meeting and voted on at the June 2014 Board meeting. They include:

- 1) Beginning in FY16, the start of the new three-year Funding Plan Cycle, allocate \$126.6 million in revenues to support Program spending (statewide and regional combined), and keep this amount constant for successive years.
- 2) In FY16, the total means of financing available to support regional allotments should equal the targeted \$126.6 million level, and so regional allocations should be adjusted such that each region's projected fund balance (regional carry forward) is part of the allocation level rather than being in addition to.

These recommendations are based on reasonable (neither overly optimistic nor pessimistic) revenue projections and will allow FTF to maintain its program spending at a consistent level for an estimated 9-15 years.

The alternatives reviewed included the following:

1. Allow regional councils to spend down their carry forward, hitting fiscal cliffs at varying points between fiscal years 2015 to 2018. Under this proposal, regional councils would need to initiate a round of cuts because – even with their carry forward balance spread out over the next several years – their total revenue would be less than their projected FY15 allotments. Then, regional councils would need to initiate another round of cuts when their carry forward is fully exhausted and only the base-level allocation (based on the \$126.6 million recommended amount) is available.
2. Using large-scale draw-downs of organizational fund balance to maintain spending levels that have been set using regional carry-forward balances. The organizational fund balance would be exhausted within three years and, therefore, resulting in radical reductions in services at that point.

The Finance Committee acknowledged that moving to the recommended allocation methodology will raise questions from regional councils as it will mean an almost 30% reduction in total regional funds available for spending in FY16 (impact to individual regions will vary around this average amount). While this will be a challenge for regional councils to absorb initially, the following points were discussed by the Committee and include:

1. All regions are looking at significant funding reductions in the near future (as a result of spending down carry-forward), and in most cases, would need to make those cuts in FY16 or shortly thereafter.
2. Updating the fiscal policy at the beginning of a three-year planning cycle gives regional councils time to thoughtfully and proactively plan spending that reflects available revenues at the onset of a strategic planning process.
3. The funding available for each region will be very stable over time (with population and/or regional boundary changes being the only real drivers for change).
4. The recommendation sets a targeted spending level and, in FY16, uses regional carry forward in combination with new Board-allocated revenues to achieve that targeted spending level. Therefore, regions will be spending their regional carry-forward balances. In futures years, the targeted spending level will be fully achieved with new Board-allocated revenues.
5. Regions may still experience carry-forward balances, but these will be significantly lower and much more easily managed.

In addition, the Finance Committee discussed whether guidance should come from the Board on how regional councils plan to align programming to available revenues – for example, Board strategy or indicator priorities.

In the first of two meetings, the Board's Policy and Program Committee reviewed this issue at its April 3 meeting. Outlined below are questions the Committee was asked to consider and provide feedback on by the next meeting on May 15. In addition, feedback will be solicited from the regional Chairs and Vice Chairs at their May 1 meeting. All of the feedback obtained will be summarized and presented to the Board for consideration at its June 2014 meeting, so that complete guidance can be provided to the regional councils as they begin their three-year planning cycle.

Items the Program Committee members have been asked to provide feedback on include:

- Should guidance come from the Board on how regional councils plan to align funded programming to available revenues – for example, Board preferred strategy(ies) or School Readiness Indicator priorities?
- Currently, regional funding plans are developed by regional councils and are submitted for Board approval. If and when the Board has concerns with a funding plan presented for approval, they address these concerns on an individual basis and final approval is held until both Board and regional council concerns are resolved. As such,
  - Should this practice continue?
  - Should all regional councils be allowed to prioritize independent of each other, and/or Board priorities?
- Should the Board provide parameters for how a funding plan should be constructed? For example:
  - Should the number of strategies be limited?
  - Are there School Readiness Indicators which should be prioritized?
    - Should X% of funding have to be committed to the Board's signature Quality First strategy?
    - Should only Y% of funding be committed to strategies for which other state agencies have primary or statutory responsibility?
- The Quality First program and Quality First Scholarships collectively comprise the largest funding investment of FTF. Should FTF research whether the QF model can be adjusted in ways that lower the cost but still preserve the overall design and policy intent?
  - One such example would be reducing the number of scholarships made available to providers receiving them by some amount. If that amount were 1/3, a potential savings of \$15.7 million could be yielded.
  - Another example is considering a decision made by regional councils to fund additional scholarships, which is a significant investment of resources beyond that "required" under the Quality First model. As regional councils make choices to fund additional scholarships, it increases the total investment and in many cases, these additional scholarships are under-utilized.
- Are there other FTF program costs that FTF should research to see if they can be lowered while still preserving the design and policy intent?

**Yavapai Regional Partnership Council**  
Director's Report: April 2014

**UPDATES**

**A. Dates to Remember**

- May 28, 2014 – Regional Council Meeting, Prescott
  - Ø State grantees presenting
  - Ø Approve Regional Strategies
  
- June 10, 2014 - State Board Meeting, Flagstaff
  - Ø Regional Area Meeting in which Council members have an opportunity to speak directly with state Board members will occur on same date from 12p-2p
  
- June 25, 2014 - Regional Council Meeting, Prescott
  - Ø Review of Needs and Assets Draft
  
- July 23, 2014 – Regional Council Meeting, Prescott
  - Ø New members seated
  
- July 31, 2014 – New Council Member Orientation, Sedona
  
- August 19 & 20, 2014 Summit, Phoenix
  - Ø Meeting rooms are reserved for regional use on Sunday, August 18
  - Ø Council members requested a post-Summit debriefing

May							June							July						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3	1	2	3	4	5	6	7			1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26
25	26	27	28	29	30	31	29	30						27	28	29	30	31		

August

Su	Mo	Tu	We	Th	Fr	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

**B. Community Meetings**

- Benchmarking Forum
- Arizona Town Hall Outreach Program -Prescott
- Yavapai Communities For Young Kids
- Verde Valley Networking Meeting
- Early Education Learning Community
- Still working on schedule with Yavapai Apache Nation

**C. AzEIP Coordination efforts**

- Planning to hold informational sessions around the state

**D. RPC Recruitment Update**

- Interviews occurring this week, applicants for all seats except school administrator
- Thank you Anne, Sherry, and Linda

**ADDITIONAL INFORMATION**

*This section will provide updated information about events or topics taking place between the posting of the meeting notice and the Regional Partnership Council meeting.*