

## Meeting Minutes

### **#1. Call to Order/Welcome**

The Regular Meeting of the First Things First Santa Cruz Regional Partnership Council was held on Monday April 01, 2013 at the Santa Cruz County Complex, Courtroom A, 2150 North Congress Drive, Nogales, Arizona 85621. Chair William Kirkpatrick welcomed everyone and called the meeting to order at 3:34 p.m. He thanked Santa Cruz County for the meeting space and Senior Director Erin Lyons for attending. He asked each member to introduce themselves, identifying their seat.

### **Members Present**

Chair William Kirkpatrick, Vice-Chair Karen Woodford, Lee Vellom, Danna Gallardo and Renee Travers-Huerta

### **Members Attending Telephonically**

Anna Lepa

### **Members Absent**

Dr. Melisa Lunderville, Veronica Santillo

### **#2. Approval of Minutes**

Chair Kirkpatrick directed everyone to the draft of the minutes of March 04, 2013 and asked if there was a motion to approve. Vice-Chair Woodford so moved, Member Gallardo seconded the motion, motion carried.

### **#3. Call to the Public**

None

### **#4. Presentation on Recruitment into the Field in the Santa Cruz Region**

Ms. Beth Hopkins, Program Coordinator for Cochise College, explained how the regional funds are spent for this strategy which offers Early Childhood Education classes to those entering or are already a part of the field. She provided handouts describing the courses taken by the students and current program status. Five of the six graduates of the program are working in the early childhood field locally or pursuing additional course studies at four year colleges. She thanked the Regional Council for their funding.

### **#5. Presentation on Family Resource Centers in the Santa Cruz Region**

Ms. Debbie Curley, Family Resource Centers Program Director explained that the grantee is the University of Arizona Cooperative Extension and that they have partnered with school districts; Patagonia, Nogales and Santa Cruz Valley along with the Santa Cruz County Superintendent of Schools. The three Family Resource Centers are a part of their school districts. Ms. Curley also advised that because as parents complete a course they want to expand on what they have learned, new curriculum is constantly being created. She described the positive outcomes as 1) the child is more likely to meet milestones, 2) the families have more realistic expectations and 3) the families experience less stress. Since opening, the total number of families seen is over 1100.

### **#6. Discussion & Possible Approval: Governance Policy – Second Reading**

Chair Kirkpatrick offered that annually the Regional Council needed to review their Governance Policy. At the March meeting the Regional Council requested amending two sections. The first section 1-103, governs the timeframe when Regional Council members must receive meeting materials. In discussion, Regional Council members felt seven days was sufficient. The second section 1-108,

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sets annual elections for Chair and Vice-Chair for May of each year however frequently that has been changed to July, a permanent change was requested. The changes were presented to the Regional Council. A motion to amend the Governance Policy incorporating those two changes was made by Member Gallardo and seconded by Member Vellom, motion carried.

**#7. Discussion: SFY13 Quarter 2 Data Report**

Regional Director Francisco Padilla guided everyone through the report, explaining the areas where grantee’s submitted information fell below the quarters expected norm. He pointed out that Community Based Parent Education is shown as a separate line item but is part of the Family Resource Center. Currently there is no Contracted Service Unit number but as of FY14 there will be.

**#8. Regional Director’s Report**

Director Padilla referred all to the current Expenditure Report and provided an overview, expenditures were essentially on track. As an outreach update, he explained that he spent time in all of the region’s preschools reading The Best Easter Egg Ever and leaving a copy for each child. He advised that the four renewal applications from Santa Cruz grantees were received on time and the process would begin. He shared that he and Chair Kirkpatrick had attended the March 6<sup>th</sup> meeting of CEO Rhian Allvin, various State Board members and representatives from all of the Southeast Region’s Council members. He felt it was a good opportunity to share what is going on in the region and to hear about public/private partnerships, sequestration and the governor’s budget. Updating on the Family Support Regional Evaluation Study he spoke of the three soon-to-be released surveys that have been finalized. The surveys are the Provider, Parent and non-FTF Providers surveys. He said that the first Regional Benchmarking meeting would be held on April 4<sup>th</sup>, in Tucson. No one from the Santa Cruz Region is able to attend with him, but there will be additional meetings. Three instructional webinars are available for viewing in the regional office to assist Regional Council members in the benchmarking process.

**#9. Regional Council and Staff Announcements**

Vice-Chair Woodford commented that as original Regional Council members, Ms. Gallardo and Mr. Vellom must truly appreciate the growth in the Family Resource Center and Recruitment into the Field Strategies. She also spoke of the loss of Eddie Basha, who along with wife Nadine was one of the founders of First Things First, pioneering it to the voter initiative phase. Administrative Assistant Susan Faubion again offered new binders to anyone who wished to keep their meeting packets in them. Member Gallardo thanked Administrative Assistant Faubion for the cookies donated to her students.

**#10. General Discussion**

None

**#11. Meeting Reminder/Adjourn**

Chair Kirkpatrick reminded everyone that the next meeting would be held on May 6, 2013 at 3:30, at the Peña Blanca Elementary School Library, 131 Camino Maricopa, Rio Rico, Arizona 85648. Member Gallardo made a motion to adjourn, Member Vellom seconded, motion carried, the time was 4:42 p.m.

Submitted by Susan Faubion

Approved by \_\_\_\_\_

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013

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