



FIRST THINGS FIRST

The right system for bright futures

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

NORTH PHOENIX REGIONAL PARTNERSHIP COUNCIL

1. **CALL TO ORDER:** The regular meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was held on Tuesday, May 11, 2010 at the Washington Elementary School in the Governing Board Room located at 4650 West Sweetwater, Glendale, Arizona 85304.

Vice Chair Sally Downing called the meeting to order at 4:40 pm.

Members Present: Sally Downing, Vice Chair; Elaine Ellis, Member; Jenna Goad, Member; Connie Robinson, Member; Willette Watts, Member; Mindy Zapata, Member; Bill Adams, Chair in at 5:45 pm.

Member Not Present: James Emch, Member

Staff Present: Brenda Tomlin, Regional Coordinator; Briggetta Hawks, Administrative Assistant; Tracey Craig, Regional Manager; Rhian Allvin, Executive Director

Quorum: Established.

2. **CONSENT AGENDA:** Member Connie Robinson moved to approve the April 13, 2010 Regular Meeting Minutes, second by Member Mindy Zapata, all in favor, no discussion; motion carried.

3. **CALL TO THE PUBLIC:** **Jasmine Burchett:** Presented to the Council a letter she wrote thanking the Council for their support of Child Care Tuition Scholarships which she is a recipient of; and is able to work and support her fourteen month old child as a result of the scholarship she receives. **Mary Sue Watson:** Owner of three centers one being in the North Phoenix Region advised the Council of her support for First Things First. Mrs. Watson shared testimonials from parents receiving scholarships and gave some background information on her center staffing and enrollment. Both members of the public asked the Council to consider continuing to allocate funding to support child care scholarships in the North Phoenix Region. Mrs. Watson expressed concerns and questions regarding the ability to spend incentive dollars this fiscal year as part of her involvement in Quality First!. Vice Chair Downing directed Coordinator Tomlin to provide clarification to these questions through follow up with Mrs. Watson.

Executive Director Rhian Allvin introduced herself and provided the Council information on the following:

1. Setting tone, culture of First Things First Smart Start
2. Governance Model navigating systems building
3. Building a movement for children

4. **COMMUNITY BASED TRAINING/EARLY CARE & EDUCATION REVIEW COMMITTEE RECOMMENDATIONS: DISCUSSION & POSSIBLE VOTE:** Vice Chair Sally Downing, Member Elaine Ellis, and Member Mindy Zapata declared conflict of interest in this agenda item due to having a business relationship with one of the applicants.

Due to the three current vacancies on the Council in addition to three council members declaring conflict, Coordinator Tomlin invoked the Rule of Impossibility which states that in the unlikely situation that a public agency cannot act because most of its members have a conflict of interest, members may participate in the agency's decision after making known their conflicts of interest in the agency's official records. A.R.S. § 38-508(B). Chapter 8, Section 8.8. This is referred to as "the rule of impossibility." It is important to note that before the rule of impossibility will apply to a multi-member board or commission, the majority of the entire membership of the board or commission must be unable to participate because of conflicts of interest. The rule of impossibility may not be invoked if merely a quorum of the public body is present and unable to act because of conflicts. In those cases, the public agency must reconvene to take up the matter when all the members are present.

Members Downing, Ellis and Zapata were instructed to participate in this agenda item in spite of their declared conflicts. Confidential information regarding the review committee recommendations for this RFGA had been included in council packets for review and consideration by all those members who did not have a stated conflict. Council chose not to go into Executive Session to further review or discuss the review committee recommendation. Council members with an identified conflict did not receive any of this background material/recommendation for review.

Member Jenna Goad moved to accept the recommendations of Community Based Training/Early Care & Education review committee, second by Member Connie Robinson, all in favor, motion carried.

5. CONTRACT RENEWALS DISCUSSION & POSSIBLE VOTE: Council Members were provided in an email and in their packets background information relating to the recommendations of the review committee for eight (8) renewals. Coordinator Tomlin facilitated the conversation going through each grantee listed below. Dana Browning from finance was available to offer clarification if needed.

Member Ellis and Member Zapata declared conflict of interest with part of this agenda item. They have a business relationship with Southwest Human Development. With a council member absent, and these declared conflicts there was a lack of quorum and therefore an inability to continue with part of this agenda item. The three (3) renewals for Southwest Human Development were not discussed or voted on. Vice Chair Sally Downing asked for a motion on the remaining five (5) renewals. No conflicts were declared on the remaining five (5) renewals. Coordinator Tomlin shared with the Council the steps in the renewal process, progress of grantees year to date, and any requested modifications to the program implementation for the coming year. Questions or clarifications were answered as needed for each grantee.

NORTH PHOENIX GRANTEE RENEWALS

GRANTEE & PROGRAM	GRANT NUMBER & AMOUNT	MOTION
C. Child & Family Resources Home Visitation	FTF-RC012-09-0111-01 \$348,629.00	Vice Chair Sally Downing moved to accept the renewal recommendations for Child & Family Resource's Home Visitation contract number FTF-RC012-09-0111-01 in the amount of \$348,629.00, second by Member Elaine Ellis, all in favor, no discussion; motion carried.
D. Parenting Arizona Home Visitation	FTF-RC012-09-0110-01 \$150,000.00	Member Jenna Goad moved to accept the renewal recommendations for Parenting Arizona's Home Visitation contract number FTF-RC012-09-0110-01 in the amount of \$150,000.00, second by Member Willette Watts, all in favor, no discussion; motion carried.

F. Association of Supportive Child Care Family Friend & Neighbor	FTF-MULTI-10-0192-02 \$250,000.00	Member Willette Watts moved to accept the renewal recommendations for Association for Supportive Child Care's Family Friend & Neighbor contract number FTF-MULTI-10-0192-02 in the amount of \$250,000.00, second by Member Elaine Ellis, all in favor, no discussion; motion carried.
G. City of Phoenix Library Early Literacy	GRA-RC012-10-0018-01 \$328,800.00	Member Elaine Ellis moved to accept the renewal recommendations for the City of Phoenix Library Early Literacy contract number GRA-RC012-10-0018-01 in the amount of \$328,800.00, second by Vice Chair Sally Downing, all in favor, no discussion; motion carried.
H. Valley of the Sun United Way Early Literacy	FTF-MULTI-10-0008-05 \$174,282.00	Member Connie Robinson moved to accept the renewal recommendations for Valley of the Sun United Way's Early Literacy contract number FTF-MULTI-10-0008-05 in the amount of \$174,282.00, second by Member Mindy Zapata, all in favor, no discussion; motion carried.

Member Elaine Ellis wanted the Council to remember and the record to reflect that when the budget process for FY2012 is underway, there may need to be additional funding put towards Home Visitation services. Dr. Ellis reminded the Council of their lengthy discussions about how cost intensive family visitation is and although costly, the need is there and the services have a giant impact. Member Connie Robinson commented that when Child & Family Resources presented, they provided a very compelling story in that they did what they said they were going to do. They talked about the lack of resources and communication but they collaborated, did their homework, and did what they said they were going to do. Member Robinson expressed her happiness in the outcome identified for this grantee.

The remaining grant renewals were postponed to a later date when a quorum can be established. A special phone meeting will be scheduled prior to the deadline of May 25, 2010 in order to meet the timeframe needed to get renewal information to the State Board for consideration and approval in their June meeting.

- E. Southwest Human Development Home Visitation FTF-RC012-09-0109-01 \$500,000.00
- A. Southwest Human Development Early Literacy FTF-MULTI-10-0008-01 \$328,800.00
- B. Southwest Human Development Early Literacy FTF-MULTI-10-0008-04 \$120,598.00

6. COMMUNICATIONS PLAN UPDATE: Background information was provided to Council Members in their packet. Coordinator Tomlin went through the various options provided by Moses Anshell and showed a power-point presentation of possible commercials. Coordinator Tomlin advised the Council that some of the Play Book and Kid Basic educational materials the Council wanted, were ordered.

Coordinator Tomlin referenced previous conversations the Council has had regarding the communications campaign, and advised the Council that she is starting the process of scheduling presentations to Quality First Providers and/or parents. It was recommended to the Council that they consider attending with her, provide names of groups that Brenda can present to, or go out and present on their own.

Media Plan: Coordinator Tomlin went through the proposed Media Plan developed by the state communication team, which consists of saturating Maricopa County through all forms of media. There is not a date set, but a representative from each Council within Maricopa County will meet in order to coordinate funding and implementation of the Media Plan across all regions in Maricopa County. Member Elaine Ellis moved to nominate Member Connie Robinson as the North Phoenix Regional Partnership Council representative, and to act on behalf of the Council for decision making at these cross-regional meetings, second by Member Mindy Zapata, all in favor,

no discussion; motion carried. More information on a date and time of the meeting will be provided at a later date. Updates regarding the decision of this cross-regional group will be presented back to the Council.

7. REGIONAL COORDINATOR UPDATES: Coordinator Tomlin presented the Council with updates on the following:

A. Needs & Assets Report: Coordinator Tomlin requested that the Council provide her with twenty (20) names of contacts in the community from their contact list to participate in an expanded inquiry that is being completed by the Needs & Assets vendor.

B. Council Member Vacancies: Coordinator Tomlin reported to the Council that First Things First received at least one applicant for each of the vacant Council positions. Coordinator Tomlin also would like to thank the review committee that is working hard to get the interviews completed so the recommendations can go forward to Board in June. Hopefully North Phoenix will have a full Council come July 1, 2010.

C. Quality First Selection Criteria: Coordinator Tomlin informed the Council that with the new fiscal year there is the ability to make modifications to the selection criteria that already exist, i.e., particular age group, area, type of pre-school, particular amount of participants that are poverty level or below. Coordinator Tomlin would like the Council to consider these areas and provide feedback on possible criteria requirements.

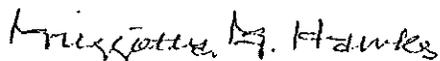
8. COUNCIL MEMBER UPDATES: Member Elaine Ellis asked that the application process for Council Members be updated in order to streamline the process.

9. NEXT MEETING: A special phone meeting will be set up to consider the remaining Southwest Human Development Grantee Renewals. The next regular meeting will occur on June 8, 2010.

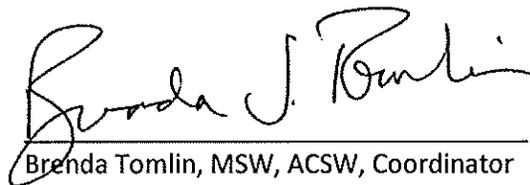
10. ADJOURNMENT: Member Connie Robinson moved to adjourn the regular meeting, second by Member Willette Watts, all in favor, no discussion, meeting adjourned at 6:15 pm.

RESPECTFULLY SUBMITTED

APPROVED



Briggetta Hawks, Administrative Assistant



Brenda Tomlin, MSW, ACSW, Coordinator

COUNCIL APPROVAL



Bill Adams, Chair