



## FIRST THINGS FIRST

*Ready for School. Set for Life.*

### **Arizona Early Childhood Development & Health Board Coconino Regional Partnership Council Draft Meeting Minutes**

#### **Call to Order**

The Regular Meeting of the First things First Coconino Regional Partnership Council was held on April 14, 2014. The meeting was located at United Way of Northern Arizona, 1515 E. Cedar St Suite D-1 Arizona 86004. Kevin Brown, Chair for the Coconino Regional Partnership Council, called the meeting to order at approximately 3:03 p.m. and welcomed all in attendance.

#### *Members Present:*

Kevin Brown, Chair; Amanda Guay, Vice Chair; Allen Chapa; Mary Morgan; Paula Stefani; Noreen Sakiestewa; Sherri Slayton

#### *Members Present by Phone:*

Debbie Winlock

#### *Members Absent:*

Agnes Chamberlain;

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

None

#### **Disclosure of Conflicts**

None

#### **Consent Agenda**

Member Stefani motioned to approve the minutes for the March 24, 2014 Coconino Regional Partnership Council Regular meeting. Member Sakiestewa seconded. Motion carried.

#### **Discussion and Possible Approval of Service Coordination Review Committee Recommendation for RFGA # FTF-RC003-15-0498-00 for SFY15**

Agenda Item # 5 is the discussion and possible approval of the service coordination review committee recommendation for SFY15. Chair Brown read the procedures for going into executive session pursuant to ARS 38-431.03(C). Member Stefani motioned to move into executive session. Member Slayton seconded. Motion carried. The time is 3:12pm.

**At 3:45pm**, Chair Brown motioned to leave the executive session. Member Stefani seconded the motion. Motion carried. Chair Brown then asked for a motion to approve the review committee recommendation for the service coordination RFGA # FTF-RC003-15-0498-00 for state fiscal year 2014. Member Stefani motioned. Member Guay seconded the motion. Motion carried.

### **Discussion and Possible Approval of SFY15 Community Awareness Budget**

Chair Brown turned the discussion for agenda item #6 over to Ms. Majure. Ms. Majure reviewed the draft SFY15 Community Awareness Budget. This increase in the community awareness budget will include an increase in sponsorships for the annual Early Childhood Fairs that are now taking place in 5 communities (Flagstaff, Page, Williams, Hopi, and Havasupai) and additional educational reinforcement items needed for these events. The total budget for SFY2015 is \$14,803.

Member Vice-Chair Guay recommended that we make the budget for an even \$15,000.00. Member Stefani moved that we approve the state fiscal year 2015 FTF-directed Community Awareness budget in the amount of \$15,000. Member Chapa seconded the motion. Motion carried.

### **Review and Discussion of FTF Fiscal Policy Direction from the FTF Finance Committee**

Chair Brown turned the discussion for agenda item #7 over to Ms. Majure. Ms. Majure introduced Josh Allen, FTF Director of Operations, who was present to answer any finance questions. Ms. Majure then reviewed the draft FTF Fiscal Policy from the FTF Finance Committee, including presenting the finance committee's two fiscal policy recommendations. The first recommendation is beginning in fiscal year 2016, the start of the new three-year funding plan cycle, the state board would allocate \$126.6 million dollars in revenues to support program spending, both statewide and regional combined, and keep this amount constant for successive years. The second recommendation is in fiscal year 2016, 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 regionals projected carry forward balance is part of the allocation level rather than being an addition to the statewide allocation.

The regional Council discussed the fiscal policy at length, asking for clarification on some points. Josh Allen provided additional information on this policy.

### **Review and Possible Action on Feedback from Regional Benchmark Public Forum for School Readiness Indicators 2 and 10**

Chair Brown turned the discussion for agenda item #8 over to Ms. Majure. Ms. Majure reviewed the possible action on Feedback from Regional Benchmark Public Forum for School Readiness Indicators 2 and 10. On March 24, 2014 the Regional Council discussed and then approved the benchmarks for school readiness indicators 2 and 10. The next day (March 25<sup>th</sup>) a public forum was held to obtain community/public comments and feedback on the benchmarks. In addition to the public forum, an online benchmarking survey was open for 5 days for community/public comments. Dr. Amy Kemp, who facilitated the Benchmark setting process, then submitted the Benchmarking Summary covering the entire benchmarking process for the 2 school readiness indicators. Member Guay moved that the Coconino Regional Council approve the benchmarking summary for school readiness indicators 2 and 10, which includes the previously approved benchmarks along with feedback from the public benchmarking forum and the online benchmarking survey. Member Stefani seconded. Motion carried.

### **Review of Quarter 2 Grantee Data Summary and Grantee Expenditure Report**

Chair Brown turned the discussion for agenda item #9 over to Ms. Majure. Ms. Majure reviewed the quarter 2 grantee data summary; however Ms. Majure was not able to complete this review due to the meeting time constraints. Chair Brown noted the time was 5:00pm and the Regional Council would not be able to complete the review of the grantee data summary, the Council member updates or the Regional Director's report.

### **Next Regional Council Meeting Date: May 12, 2014 at 3:00pm at United Way of Northern Arizona, 1515 E. Cedar Ave, Suite D01, Flagstaff, Arizona**

The next Regional Council meeting will be held on May 12, 2014 at 3:00pm at United Way of Northern Arizona.

### **Adjourn**

Chair Brown called for a motion to adjourn the meeting. Member Sakiestewa moved to adjourn the meeting. Member Chapa seconded. Meeting adjourned at 5:02pm

**Dated this 22nd day of February 2014**

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD  
Coconino Regional Partnership Council

*Ellen Majure*

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Ellen Majure, Regional Director

Approved by:

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Kevin Brown, Chair



## FIRST THINGS FIRST

- AGENDA ITEM:** Discussion and Possible Approval of Staff Recommendations for Renewal of SFY2015 Grantee Contracts for:
- A. Association for Supportive Child Care - Family, Friend and Neighbor Care (FTF-MULTI-13-0406-01-Y3)
  - B. Coconino County Superintendents Office – Summer Transition to Kindergarten (GRA-RC003-12-0364-01-Y4)
  - C. Valley of the Sun United Way - FTF Professional REWARD\$ contract # FTF-STATE-13-0346-01-Y3
  - D. North Country HealthCare – Care Coordination/Medical Home (FTF-RC003-14-0436-01-Y2)
  - E. Coconino County Public Health Services District – Child Care Health Consultation contract # GRA-STATE-13-0501-Y3
  - F. Coconino County Public Health Services District – Oral Health (GRA-RC003-13-0478-01-Y3)
  - G. Chicanos Por La Causa, Inc, dba Parenting Arizona – Home Visitation (FTF-RC003-13-0369-01-Y3)
  - H. Havasupai Tribe – Home Visitation (GRA-RC003-14-0621-01-Y2)
  - I. Association for Supportive Child Care – Parent Education Community-Based Training (FTF-RC003-13-0396-01-Y3)
  - J. American Academy of Pediatrics – AZ Chapter – Reach Out and Read (FTF-Multi-13-0401-01-Y3)

**BACKGROUND:** The grantees listed above have completed the renewal process for SFY15, submitting all required documents. These documents have been reviewed by FTF staff and clarifications have been completed for all grantees. The following attachment, The Coconino Grantee Renewal Report – SFY2015, provides a brief review of each grantee up for renewal, with the following information listed for each grantee:

- Grantee contract information
- Program description
- FY14 expenditures as of 05-05-14
- FY14 contract service unit summary data as of December 31, 2014 (3<sup>rd</sup> quarter summary data is not yet available)
- Summary of staff information related to considerations for recommendation for renewal

**RECOMMENDATION:** The Regional Director recommends approval of all grantee renewals for SFY15

**COCOCNINO  
GRANTEE RENEWAL REPORT - SFY2015**

Family, Friends & Neighbors Strategy												
Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Renewal Considerations												
FTF-MULTI-13-0406-01-Y2	Association for Supportive Child Care	07/01/2013-06/30/2014	12	\$112,000.00	\$72,530.72	64.8%	No	4.8%	\$123,200.00	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>SFY15 will be the 3rd year for this program. The Kith and Kin program is a multi-regional program, serving La Paz/Mohave, Yuma, Coconino and Yavapai Regions. The grantee is on track to meet the contracted service units for SFY15. The grantee proposes to continue providing the Kith and Kin program to 60 home-based providers in SFY15, meeting the Coconino Regional Council approved target service number of 60 providers, reaching providers in Flagstaff and on Hopi tribal lands. The grantee proposes to utilize the increased funding for salaries, expanded travel and for the annual Health and Safety conference for Kith and Kin program graduates. The Regional Director recommends renewal of this contract.</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 home based providers served	60	15	22			22	36.7%	Yes	0.0%	60	

## Coconino Grantee Renewal

### Summer Transition to Kindergarten Strategy

Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
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GRA-RC003-12-0364-01-Y3	Coconino County Superintendent of Schools	07/01/2013-06/30/2014	12	\$258,000.00	\$125,000.00	48.4%	Yes	0.0%	\$281,597.00	Yes		
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The Coconino County Transition to Kindergarten Program is a targeted intervention for school readiness. The program helps children and families with high needs make the transition to kindergarten – academically, socially and emotionally. With a significant parent outreach component, the Transition to Kindergarten Program helps families and children with limited or no preschool experience and other risk factors. The program also introduces families to the resources available through the school and the community.

SFY15 will be the 4th year of this program. The grantee is on target to reach the contract service unit of 240 children in SFY14. For SFY15, the grantee is proposing to provide this program to 240 children and parents, which will not meet the Regional Council approved target service unit of 264 children. The grantee will not be able to add an additional classroom which would enable them to reach 264 children, due to funding constraints. They will utilize the additional funding to maintain Superintendent's office staff positions that previously provided in-kind support for this program.

For SFY15, the grantee proposes to provide the following:

Flagstaff	6 classrooms – 120 children	07-01-2014 to 07-16-2014
	These classrooms begin on 06-17-2014 (SFY14), ending in SFY15	
Page	1 classroom – 20 children	05-26-2015 to 06-25-2015
Grand Canyon	1 classroom – 20 children	06-02-2015 to 06-27-2015
Williams	1 classroom – 20 children	06-01-2015 to 06-26-2015
Winslow	1 classroom – 20 children	06-01-2015 to 06-26-2015
Fredonia	1 classroom – 20 children	06-01-2015 to 06-26-2015
Hopi	1 classroom – 20 children	06-01-2015 to 06-26-2015

The Regional Director recommends renewal of this contract

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	240	130	130			130	54.2%	Yes	0.0%	240
Number of participating adults	240	613	0			613	255.4%	No	195.4%	240

Quality and Access

## Coconino Grantee Renewal

### FTF Professional REWARDS Strategy

Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
FTF-STATE-13-0346-01-Y2	Valley of the Sun United Way	07/01/2013-06/30/2014	12	\$66,150.00	\$66,150.00	100.0%	No	40.0%	\$71,550.00	Yes	Renewal Considerations	

Professional Development

The First Things First Professional REWARDS program uses local partnerships across Arizona to help early care and education practitioners continue their education and increase their earnings. Each area served by a Regional Partnership Council that has appropriated funds for REWARDS will be served by a unique locally established partnership with vendors (community college or local United Way agency). Local vendors know and understand their communities and are best suited to provide culturally competent services to program participants. An early care practitioner can apply for a financial reward online and the application materials will be processed through an established Local Community Partnership. Once eligibility is determined, an applicant may receive one award per year in FY15, dependent upon continued employment with the same employer, continued education attainment, and availability of funds from the Regional Partnership Council, among other requirements. Awards are provided in accordance with REWARDS tier levels developed by First Things First, which stipulate amounts based on course credits accumulated and credentials acquired. Stipends are also paid to vendors based on the number of applicants deemed eligible to maximize participation in and support of the Professional REWARDS program.

The number of awards (actual service number) will fluctuate depending on the tier level of applicants. The grantee closely monitors the number of awards so the amount of funding available is not exceeded. 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.

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 incentive awards distributed	54		33							53

**Coconino  
Grantee Renewal**

**Care Coordination/Medical Home Strategy**

Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
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FTF-RC003-14-0436-01	North Country HealthCare	07/01/2013-06/30/2014	12	\$259,978.00	\$138,144.34	53.1%	Yes	0.0%	\$300,000.00	Yes		
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The Healthy Steps program improves children's health care and future development by ensuring they have a regular source of care by providing children and their families with effective case management, and connecting them to appropriate, coordinated health care. Healthy Steps Specialists (HSS) provide services beginning with an initial bedside encounter prior to the newborn's hospital discharge. The HSS creates a partnership with families through an interaction engaging joint interaction using the infant's knowledge and strengths to utilize teachable moments. Additional HSS services include home visits, mailing HS Linkletter, age-appropriate developmental newsletter, reminders of upcoming well-child exams, linked visits to the child's primary care provider, access to Child Development Information Line, early literacy promotion, breastfeeding consultation and support, developmental screening and referral, and family health screening.

SFY15 will be the 2nd year of the program. The grantee likely will not reach the contract service unit of families served for SFY14, due to start up and implementation of a new program, along with some staffing challenges early in the fiscal year. The program is fully operational as of the 3rd quarter of SFY14 with all staff positions filled. The grantee proposes to meet all Regional Council approved target service units for SFY15, which are higher than the target units for SFY14, to include the following:

- 461 children served
- 600 developmental screenings conducted (to be done at 9, 18, and 30 months of age)
- 461 hearing screenings conducted\*
- 461 vision screenings conducted\*
- 50 families assisted with Health insurance enrollment\*

\*These are contracted secondary target numbers for SFY15  
In addition to these screenings, the grantee will also provide the ASO-SE (social-emotional screenings), M-Chat (autism screenings).  
The grantee is proposing to enhance the Healthy Steps program by continuing to serve families in Flagstaff, Williams and Winslow and the surrounding areas with both the practice-based and community-based program. An additional Healthy Steps Child Development Specialist will be hired at .8FTE to serve both Flagstaff and Williams. This additional staff position will allow the Healthy Steps program to deliver services at additional pediatric practice sites and in families' homes, if needed.  
The Regional Director recommends renewal of this contract.

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 receiving screening										600
Number of children served	400	0	108			108	27.0%	No	-3.0%	461
Number of developmental screenings conducted										461
Number of vision screenings conducted										461
Number of hearing screenings conducted										50
Number of families served (HIE Assistance)										

Health



## Coconino Grantee Renewal

### Oral Health Strategy

Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
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GRA-RC003-13-0478-01-Y2	Coconino County Public Health Services District	07/01/2013-06/30/2014	12	\$127,999.00	\$65,597.76	51.2%	Yes	0.0%	\$140,760.00	Yes		
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The Oral Health Outreach program helps to decrease preventable oral health problems in young children by providing oral health screenings and fluoride varnishes in a variety of community-based settings; providing training to families and early childhood professionals on the importance of oral health care for their children; and by providing outreach to dentists to encourage service to children for a first dental visit by age one. This program delivers services to children 1 year of age through 5 years of age and to prenatal women. The application of fluoride varnishes is a proven intervention that reduces the incidence of dental caries (tooth decay) for children. These services are typically delivered in preschool and child care centers, Head Start centers, KinderCamp sites and through community events.

SFY15 will be the 3rd year of this funding cycle, and the 6th year of providing FTF funded oral health services. The grantee is on target to reach the contract service units for SFY14, except for number of adults receiving oral health education. It is understood that due to the FTF requirements for this CSU, the grantee will not reach this CSU. For SFY15, the grantee proposes to meet the following Regional Council approved target service units:

- oral health screenings to 1350 children (an increase of 100 screenings)
- fluoride varnishes to 1100 children (an increase of 85 varnishes)
- prenatal screenings and fluoride varnishes to 60 pregnant women (an increase of 10 women served)
- The grantee is proposing to also provide oral health education to 500 adults in SFY15 as a result of newly defined changes to FTF standards for oral health education trainings which allow grantees to count 'brief interventions' for this target service number.

In order to meet the increased target service units, the grantee proposes to add additional sites across the region to deliver oral health services. In addition, the grantee proposes to add a 3rd visit to Page locations due to increased oral health risks in young children in this area. The Regional Director recommends renewal of this contract.

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 fluoride varnishes applied	1,015	258	157			415	40.9%	Yes	0.0%	1100
Number of participating adults	650	13	23			36	5.5%	No	-24.5%	500
Number of participating professionals	0					0				0
Number of children receiving oral health screenings	1,250	339	218			557	44.6%	Yes	0.0%	1350
Number of prenatal women receiving oral health	50	18	11			29	58.0%	Yes	0.0%	60

## Coconino Grantee Renewal

Home Visitation											Staff Recommendation to Council	Council Recommendation	Recommendation to Board																																																																		
Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Renewal Considerations																																																																					
FTF-RC003-13-0369-01-Y2	Chicanos Por La Causa, Inc., dba Parenting Arizona	07/01/2013-06/30/2014	12	\$200,000.00	\$113,444.52	56.7%	Yes	0.0%	\$220,000.00	<p>Parents As Teachers parent educators work with families through four service delivery components including 1) personal visits which are conducted at least one time per month and more frequently as needed, 2) Group Connections held in a variety of community settings across the regional area, 3) developmental and sensory screening conducted within 90 days of family enrollment and 4) the resource network that connects families to needed resources and takes an active role in the community, establishing ongoing relationships with other institutions and organizations that serve families.</p> <p>SFY15 will be the 3rd year for this program. The grantee will serve a higher number of families in SFY14 than the contract service unit of 60 families. In SFY15, the grantee proposes to continue providing home visiting services to 100 families, exceeding the Regional Council approved target service unit of 66 families, reaching families in Flagstaff, Winslow and on Hopi tribal lands. The grantee has been able to serve a higher number of families in SFY14 than they anticipated; therefore they expect to continue reaching a higher number of families in SFY15. The Regional Director recommends renewal of this contract.</p>																																																																					
<table border="1"> <thead> <tr> <th>Service Unit</th> <th>2014 Contracted Units</th> <th>2014 Q1 Actuals**</th> <th>2014 Q2 Actuals**</th> <th>2014 Q3 Actuals**</th> <th>2014 Q4 Actuals**</th> <th>Year-to-Date Actuals**</th> <th>Percent of Contracted</th> <th>Within 30-60% Range</th> <th>Out of Range Percentage</th> <th>FY 2015 Proposed Contracted Units</th> </tr> </thead> <tbody> <tr> <td>Number of children receiving screening</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>100</td> </tr> <tr> <td>Number of families served</td> <td>60</td> <td>95</td> <td>108</td> <td></td> <td></td> <td>108</td> <td>180.0%</td> <td>No</td> <td>120.0%</td> <td>100</td> </tr> <tr> <td>Number of developmental screenings conducted</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>100</td> </tr> <tr> <td>Number of vision screenings conducted</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>100</td> </tr> <tr> <td>Number of hearing screenings conducted</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td>100</td> </tr> </tbody> </table>											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 receiving screening										100	Number of families served	60	95	108			108	180.0%	No	120.0%	100	Number of developmental screenings conducted										100	Number of vision screenings conducted										100	Number of hearing screenings conducted										100			
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																																																																					
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Number of hearing screenings conducted										100																																																																					
GRA-RC003-14-0621-01	Havasupai Tribe	07/01/2013-06/30/2014	12	\$133,000.00	\$0.00	0.0%	No	-30.0%	\$133,000.00	<p>Through the implementation of this evidence based home visitation strategy, the grantee will provide participating families of young children with information and education on parenting, child development and health topics while assisting with connections to other resources or programs as needed. This strategy will be implemented in the Havasupai Tribal community with services available to the identified target population of 30 Supai families with children birth through age three who reside within Havasupai tribal lands. Since most Supai children attend Head Start once they reach age 3, the target population is children up to the age at which they begin attending Head Start</p> <p>SFY15 will be the 4th full year for this program. The grantee will likely reach the target service number of 30 families served in SFY14. The Service Coordination work began in quarter 3 with the hiring of the new Program Specialist, who will also provide supervision and support to the two home visitors. In SFY15, the grantee proposes to continue providing home visiting services to 30 families in Supai and Supai Camp, meeting the Regional Council approved target service number. The grantee will also continue to provide Service Coordination activities in SFY15. The grantee proposes to increase the hours worked by each of the two home visitors, from 24 hours per week to 30 hours per week, in order to better serve the unique needs of Supai families. The Regional Director recommends renewal of this contract.</p>																																																																					
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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																																																																					
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## Coconino Grantee Renewal

### Parent Education Community-Based Training Strategy

Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
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FTF-RC003-13-0396-01-Y2 Association for Supportive Child Care 07/01/2013-06/30/2014 12 \$100,000.00 \$84,555.85 84.6% No 24.6% \$110,000.00

ASCC will provide a series of parenting education sessions to parents of children ages birth to five years, including expectant mothers, who reside in Page, Fredonia, and on Hopi tribal lands. ASCC will utilize the Growing Great Kids and Growing Great Families curriculums.

SFY15 will be the 3rd year for this program. By the end of quarter 2 in SFY14, the grantee had not yet reached half of the contract service unit of participating parents for SFY14, however the grantee has indicated that they are on target to reach the contract service number of 63 by the end of the fiscal year, with several sessions occurring in March, April and May. This fiscal year, FTF has added an Excel spreadsheet for grantees to complete, which shows unduplicated counts of parents participating in the education sessions. Grantees are required to complete this report two times this fiscal year. We will not have this final data report until after the end of this fiscal year. For SFY15, the grantee proposes to serve 75 parents with a minimum of 70 parents (an increase of 7 parents) completing the Growing Up Great series of 7 sessions, exceeding the Regional Council approved target service unit of 63. This is an unduplicated count. The grantee will provide at least 9 series, serving 7-10 parents per series in Page, Fredonia and on Hopi tribal lands. The grantee proposes to revise the curriculum format slightly. They will divide the parent-child interaction time into a 10 minute block at the beginning of each session and a 35 minute block at the end of each session instead of a 45 block of time at the end of the session. Through review of their sessions and consultation with GGK instructors, the grantee determined that this change will benefit both parents and their children. In addition, the grantee will change the order of some of the sessions to naturally build on each session.

The Regional Director recommends renewal of this contract.

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	63	34	88			122	193.7%	No	133.7%	75
Number of adults completing a series										70

Family Support

## Coconino Grantee Renewal

Reach Out and Read Strategy											Staff Recommendation to Council	Council Recommendation	Recommendation to Board																																	
Contract Number	Grantee	Contract Period	Number of Contract Months	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 Amount	Renewal Considerations																																				
FTF-MULTI-13-0401-01-Y2	American Academy of Pediatrics - AZ Chapter	07/01/2013-06/30/2014	12	\$46,000.00	\$46,000.00	100.0%	No	40.0%	\$50,600.00	Yes																																				
<p>Reach Out and Read is a pediatric literacy program endorsed by the American Academy of Pediatrics and the National Association of Pediatric Nurse Practitioners. Doctors, nurse practitioners, and other pediatric healthcare professionals, trained in Reach Out and Read's evidence-based model, incorporate the intervention into well child visits, by advising parents about the importance of reading aloud, educating parents about early literacy developmental milestones, and giving developmentally appropriate books to children to take home. The program begins at the 6-month checkup and continues to age 5, with a special emphasis on children growing up in low-income communities. Research findings from 14 published, peer-reviewed studies clearly demonstrate that Reach Out and Read is effective. Parents who have received the Reach Out and Read intervention are significantly more likely to read to their children and have more children's books in the home compared to families who have not participated in the program. In addition, children served by the Reach Out and Read program score significantly higher on vocabulary tests.</p>										<p>This is a multiregional contract. Based on data and narrative reports submitted to date, the Arizona Chapter of the American Academy of Pediatrics (Reach out and Read Program) is compliant with all grant obligations/requirements. Quarter I and Quarter II data and narrative reporting show that the organization is on track to meet the contracted service units. There are no significant proposed changes for SFY 15 implementation. Total funding level for the SFY15 will increase to \$416,529 (\$50,000 from Central Phoenix, \$72,698 from Navajo Nation, \$19,000 from North Phoenix, \$100,000 from Yuma, \$10,675 from Graham Greenlee, \$112,056 from Mountain Mountain Apache Tribe, \$50,600 from Coconino, and \$1,500 from Salt River Maricopa Indian Community). For SFY15, in Coconino, the grantee is proposing to continue serving 16 ROR sites and add 2 new ROR sites, meeting the SFY15 target service unit of 18. They will purchase and distribute 4,810 books, and distribute additional books provided by ROR sites. The increase in funding for this strategy will be used to increase staffing hours to support the 16 current sites and the 2 new ROR sites in the Coconino region. First Things First staff recommends renewal of this grantee.</p>																																				
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Family Support

\*\*Quarterly Data Submission Value (Double Asterisk)

Null (empty box) = Grantee reported that this is not part of the grantee's contract and did not provide data. Any other numeric entry (zero or greater) indicates a number reported by grantee.



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

Coconino Regional Partnership Council

**AGENDA ITEM:**

Quality Assurance Site Visit Reports Key Findings

- Association for Supportive Child Care - Family, Friend and Neighbor Care – Kith and Kin Program

**BACKGROUND:**

This is the 4<sup>th</sup> and final quality assurance site visit for SFY15.

The Quality Assurance process provides grantee performance and programmatic monitoring to assure that contractual agreements are being met and that programs are being implemented according to the Standards of Practice. The approach utilized by the Quality Assurance team is strength-based, comprehensive, collaborative and supportive. The Quality Assurance team conducts site visits with selected grantees, looking at both administrative and programmatic practices.

This is a multi-regional program, serving Coconino, La Paz/Mohave and Yuma regions. Quality Assurance staff visited all regions.

The attached information provided shows the key findings (highlights and areas for development) for the kith and kin quality assurance site visits.

**RECOMMENDATION:**

The Regional Director submits this as information only.

## Quality Assurance Site Visit, February, 2014

### Association for Supportive Child Care (ASCC) AZ Kith and Kin Project

The quality assurance assessment results indicate that the Association for Supportive Child Care is in alignment with the Family, Friends, and Neighbors Standard of Practice.

#### Highlights of the site visit include:

1. **The Kith and Kin program is responsive to program participants through the support-training group format.** Throughout the site visit and after review of the documentation submitted by ASCC, it was evident that program leadership has made significant adjustments to the program based on participant feedback and the project's external evaluator feedback. Five session observations were completed as part of this site visit and during all of the observations, ASCC Specialists respectfully and adequately responded to participant's questions and conversation topics. The support-training group format allowed the participants to gain large amounts of relevant information as well regularly interact with each other and with the group facilitator in order to build a sense of community and partnership.
2. **Content and the flow of the sessions. ASCC specialists have flexibility in how they present each topic in the order that makes the most sense to each group.** The flow from topic to topic and the flow within each session created a calm and natural environment. During the observations, ASCC Specialists fluidly moved their groups from one topic to another in response to the participant's needs and wants. The topic content presented is of high quality and is extremely relevant to the participants in whatever role they are currently in.
3. **Inclusion of the Leaps and Bounds curriculum along with the opportunity for participants to interact with the children during the session.** ASCC has infused a Kindergarten readiness curriculum for participating children in the on-site child care setting. As part of the session agenda, participants spend the final 20 minutes of each meeting time interacting with the children and participating in a Leaps and Bounds activity. The observed activities included making play dough and tracing children's feet with chalk.
4. **High-quality on-site child care and the availability of transportation in most regions. Mobile, on-site child care can be challenging to implement in a high-quality fashion. ASCC staff provide this component in the Kith and Kin program.** The child care setting environments were arranged well and stocked with child appropriate materials. Child care staff create a weekly curriculum and follow a schedule for each session, supporting a high quality experience for the children. This allows the ASCC Specialists to take advantage of the availability of on-site child care to demonstrate and model appropriate adult-child interactions when working with program participants.

#### Areas of Development include:

1. Assure that all Specialists have a baseline understanding of important topics that they cover in their sessions, specifically including Arizona Child Abuse Laws and Child Care teacher/child ratios in homes.

**Required Follow ups in the Action Plan:**

- ASCC will develop a resource for Specialists easily accessible on-site to refresh their understanding of child abuse and neglect laws.
  - Applicable child care regulation laws will also be included as a resource for Specialists.
  - Mandated reporter information will be shared with program participants
2. All specialists need to set the expectation with participants that they will interact with the children during the Leaps and Bounds activity. In some sessions, participant and child interactions were low because this expectation was not clearly set.

**Required Follow ups in the Action Plan:**

- Update the Leaps and Bounds activity instructions to include the expectation that all participants will actively engage with children during this activity.
3. In the child care settings, child care providers must adjust and abide by on-site child care ratios. At all of the site observations of on-site child care with infants present, the actual ratio of adults to children never exceeded 1:4, however the Kith and Kin handbook indicated that the ratio for infants is 1:5.

**Required Follow ups in the Action Plan:**

- Update the Kith and Kin Handbook to include the correct adult : child ratios

*As of April 14, 2014, all action items have been satisfactorily addressed by ASCC. In addition, they plan to provide training on the topic area of child abuse and neglect for all program staff in the summer of 2014.*

## STRATEGY UPDATES

### 2014 Needs and Assets Assessment

We have received the draft Needs and Assets report and have provided feedback to our vendor. We have not received Hopi Tribal Council approval for participation in the 2014 Needs and Assets project.

### Other FTF funded Programs Serving Hopi Families

We hope to present a request to the Hopi Tribal Council for approval of FTF funded programs providing services to Hopi families.

## REGIONAL PARTNERSHIP COUNCIL

### Regional Council Vacancies

- The Parent and the Tribal Representative seats are still vacant.

### Regional Council Seat Terms Ending on 06-30-14

- At large
- At Large
- Faith Based
- Parent (currently vacant)
- Tribal

### Process for Filling Council Member Seats

- Interviews have occurred for the 2 at large seats, the faith based seat and the parent seat. Recommendations for appointment to the Regional Council will go to the state board in June

## RECENT EARLY CHILDHOOD EVENTS

- The Page Early Childhood Fair was scheduled to occur on Saturday, April 26<sup>th</sup>, but was cancelled due to rain and snow. This event is re-scheduled for May 16<sup>th</sup>.

## UPCOMING IMPORTANT DATES

- 05-14-14, 3pm Grantee Coordination Meeting - Flagstaff
- 05-16-14, noon Page Early Child Fair
- 05-19-14, noon – 3pm Flagstaff Education Commission Early Childhood Task Force Forum  
@ the Family Resource Center

### Presenters include:

**Dr. Robert Kelty**, Senior Managing Director for Teach for America and former Coconino County Superintendent of Schools, *"What Could a World Class Education Look Like in Flagstaff"*

**Todd Sanders**, CEO of the Greater Phoenix Chamber and member of BUILD AZ *"The Business Case for Quality Early Education"*

**Karen Ortiz**, VP & Program Director for Early Childhood Education Initiatives, Helios Education Foundation *"What Quality Early Education Looks Like in Arizona"*

- 06-09-14 Site Tours with FTF State Board members and Staff, Community Leaders, Regional Council members
  - 10:15am Pine Cone Preschool – Quality First/Smart Smiles
  - 11:30am North Country HealthCare – Healthy Steps/Reach Out and Read
- 06-09-14, 3pm Cross Regional Discussion – Coconino Regional Council & Navajo Nation Regional  
Location TBD
- 06-09-14 & 06-10-14 FTF State Board Meeting – Flagstaff, Woodlands Hotel
- 06-10-14, 11am – 1pm FTF Northeast area lunch with FTF State Board members. Regional Council members from all 5 northeast regional councils will attend this event, providing an opportunity to engage with state board members and senior FTF staff in small groups. Woodlands Hotel
- 06-17-14 Hopi Early Childhood Fair

**UPCOMING REGIONAL COUNCIL MEETING DATES**

07-14-14 @ 3:00pm United Way of Northern Arizona