



# FIRST THINGS FIRST

## **SOUTHWEST MARICOPA REGIONAL PARTNERSHIP COUNCIL ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD Draft Meeting Minutes**

### **Call to Order**

A Regular Meeting of the First Things First - Southwest Maricopa Regional Partnership Council was held on Tuesday, April 21, 2015 beginning at 5:30 p.m. The meeting was held at Goodyear Branch Library, 4455 West Van Buren Street, Suite -102, Goodyear, Arizona 85338.

Chair Dr. Dawson called the meeting to order at approximately 5:43 p.m.

### **Members Present:**

Dora Barrio (via telephone)  
Dr. Carlian Dawson  
Wendy Krisik  
Amanda Reyes  
Marithe Denys Sandoval  
David Schwake  
Christine Tax

### **Members Absent:**

Kelli Cordova Wright  
Colleen Day Mach  
Arlene Santos

Please Note: Council Member Barrio called into the meeting and left the phone call at approximately 6:14 p.m.

Please Note: Council Member Sandoval entered the meeting at approximately 5:47 p.m.

### **Conflict of Interest**

Chair Dr. Dawson asked the Council members if there were conflicts of interest regarding items on this agenda.

***There were none at this time.***

### **Call to the Public**

***There were none at this time.***

### **Approval of February 17, 2015 Meeting Minutes:**

Council Member Barrio made a motion to approve the February 17, 2015 meeting minutes. Motion was seconded by Council Member Schwake, and the motion was approved unanimously 7-0.

### **FY2016 Funding Plan Implementation:**

#### **A. RFGA Releases Update**

Regional Director Santiago provided an update on RFGA releases and provided a copy of RFGA releases. Director Santiago informed the Council that the Regularly scheduled May meeting is being moved from Tuesday, May 19, 2015 to Tuesday, May 12, 2015 beginning at 5:30 p.m. This will be a Special meeting since Council will not meet on their regularly scheduled date. Director Santiago briefly talked through each RFGA providing proposed allotments, strategy notes and timelines. Regional Director Santiago will try to email information to Council for the May meeting in advance to prepare them for the meeting.

#### **B. Grantee Renewals Schedule Update**

Regional Director updated Council on the Grantee Renewals and provided Council with a copy of the FY 2015 Southwest Maricopa Proposed Contract Detail. These are all the renewals to be processed at the May meeting. Director Santiago talked through each grantee and mentioned that he is still waiting on clarification for some of the grantees. Director Santiago shared that even though there is a strategy in the funding plan the amounts for

each contract were the amounts that went out as proposed for renewal.

### **Regional Director Report:**

#### **A. Grantee 2<sup>nd</sup> Quarter Data Reports**

Regional Director Santiago provided Council with a copy of the Grantee 2<sup>nd</sup> Quarter Data Reports and talked through some of the contract strategies. This report is for Council to understand where their expenditures are. Council will no longer have a carry forward and there are no expenditures. Council may be required to make some adjustments.

#### **B. Grantee 2<sup>nd</sup> Quarter Narrative Reports &**

#### **C. Grantee Financial Reports**

Regional Director Santiago provided Council with a copy of the Quarterly Narrative Reports and briefly highlighted some of the items on report. Director Santiago shared that there has been a change in the Standards of Practice for the strategies carrying Parenting ED to, Number of Parents completing the series. One of the things to look for on the narratives in the areas of developmental screenings is that Statewide; First Things First is doing a project based on developmental screenings. The Southwest Maricopa Region, Pinal County and one other region have implemented a similar strategy using the ASQ online database and have developed a hub where providers are uploading data in regards to developmental screening findings and statistics. The Southwest Maricopa region is being singled out for an evaluation. Director Santiago had his first meeting on Monday with the Evaluator and they are going to contact the providers that are using the online database and talk to the providers in terms of what they are experiencing.

#### **D. FTF Summit & Registration**

Regional Director Santiago provided a handout with dates and information about the summit. Administrative Assistant Gandara will be registering all Council Members and they must be registered by July 15, 2015. Council Members attend the Summit at no cost and paid parking vouchers will be provided. Mrs. Gandara will email information to Council Members once it becomes available.

### **Community Outreach and Awareness Update:**

- Community Outreach Victoria Bray provided Council with an update and Community Outreach Report for April 2015. Mrs. Bray provided Activity Highlights and talked about the Champion for Young Children. Mrs. Bray submitted her nomination and would like for the Council to establish a subcommittee to nominate someone as well and honor the work that they do. Mrs. Bray will send out an email to Council for their feedback.
- Mrs. Bray shared the Buckeye Valley News may be picking up one of the success stories “KidsWatch AZ Article” that was shared in the Southwest Maricopa Region. Two festivals that came up were the Avondale KidsFest and the Tolleson Whoopee Daze Festival. The return on investments were very good as they target children ages five and younger. Mrs. Bray set up a Site Tour Training for Quality First Centers and had some very successful conversations to target Quality First Centers in the Southwest Region. Book Orders are in and ERI’s are coming in as well. Mrs. Bray shared that she and her counter partner, Mr. Juan Marquez will be setting up a shopping day for Grantees and no date has been confirmed yet. Mrs. Bray will be reaching out to Council Members asking individually by email to see if they are willing to submit a quote or a letter to the editor. This is to help reach out to local area media in the Southwest Region.

### **Announcements & Future Agenda Item Requests:**

Chair Dr. Dawson shared that she and Vice Chair Flack are unable to attend the Chair/Vice Chair meeting that is being held on Friday, April 24, 2015 from 9:30 am – 2:30 pm and asked if any other Council Member is available to go and represent the Council. If anyone is available, they can email Director Santiago.

### **Next Meeting**

Tuesday, May 12, 2015 beginning at 5:30 p.m. at Avondale City Hall, 11465 West Civic Center, Avondale, Arizona 85323.

**Adjourn**

There being no further discussion, the meeting was adjourned at approximately 6:32 p.m.

*Telephone Procedures (use only if applicable; describe the actual procedures used)*

The Blackberry telephone was used for members participating by telephone. Speakers physically present on the blackberry phone at the meeting spoke into microphones to ensure that members on the telephone could hear. Members on the telephone were identified when they spoke for the benefit of those physically present at the meeting.

\*Note: A signature is not required for meeting minutes. If it is the practice of your council to have the Chair sign the minutes once approved that is acceptable. If it is normal practice for the Admin II or III to sign the approved minutes that is acceptable as well. You may use the following signature line in either case:

Respectfully submitted on this XXth Day of XX, 20XX

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XXX, Chair

Or

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XXX, Administrative Assistant III

## Southwest Maricopa Grantee Renewal

**Care Coordination/Medical Home Strategy**

Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2015 Award	FY 2015 Expenditures YTD	FY 2015 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2016 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Renewal Considerations												

FTF-MULTI-14-0481-01-Y2 Maricopa Integrated Health System 07/01/2014-06/30/2015 12 \$199,916.00 \$95,371.69 47.7% Yes 0.0% \$199,916.00

Focusing on Pediatric practices located in three Maricopa Integrated Health System (MIHS) Family Health Centers (Avondale, El Mirage and Glendale), the goals of the care coordination/medical home project are to 1) provide care coordination services to children including those with special healthcare needs, children with developmental delay and follow-up for children receiving services in the pediatric emergency department; 2) provide developmental and sensory screening services and health insurance enrollment assistance; 3) adhere to the Pediatric Alliance for Coordinated Care evidence-based model that will lead to improved coordination of health services for children birth to age five and pregnant/parenting teens; 4) expand the MIHS Pediatric Patient-Centered Medical Home model that leads to more children birth to age five having medical home.

Focusing on Pediatric practices located in three Maricopa Integrated Health System (MIHS) Family Health Centers (Avondale, El Mirage and Glendale), the goals of the care coordination/medical home project are to 1) provide care coordination services to children including those with special healthcare needs, children with developmental delay and follow-up for children receiving services in the pediatric emergency department; 2) provide developmental and sensory screening services and health insurance enrollment assistance; 3) adhere to the Pediatric Alliance for Coordinated Care evidence-based model that will lead to improved coordination of health services for children birth to age five and pregnant/parenting teens; 4) expand the MIHS Pediatric Patient-Centered Medical Home model that leads to more children birth to age five having medical home. Provider has been in compliance with reporting requirements; collaborates with multi regional developmental screening committee.

Based on data and narrative reports submitted to date (01/15), Maricopa Integrated Health System is compliant with all grant obligations/requirements. Implementation is moving forward and care coordination services are being successfully provided in both the Northwest and Southwest Maricopa Regions. In both regions, the care coordinators are meeting with families, completing assessments, providing education, conducting screening activities, coordinating medical services, and working closely with families to develop care coordination plans.

Quarter I and Quarter II data and narrative reporting show that grantee is not on target to meet all contracted service units (600 families served (care coordination) / 600 families served (health insurance enrollment) /600 developmental/hearing/vision screenings conducted). To date, grantee has already exceeded its contracted service number for care coordination services – providing care coordination to 770 families in both the Northwest and Southwest Maricopa Regions. With respect to health insurance enrollment, grantee has provided health insurance enrollment assistance to 50 families in Northwest Maricopa and 46 in Southwest Maricopa. Finally, grantee has provided 259 developmental screenings/51 hearing screenings/51 vision screenings in both the Northwest and Southwest Maricopa Regions.

In SFY16, grantee has proposed no program modifications. Total funding level for the SFY16 will not change. Target service units (600 families served (care coordination) / 600 families served (health insurance enrollment) /600 developmental/hearing/vision screenings conducted) for SFY16 will not change in either Region. First Things First staff recommends renewal of this grantee.

Health

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of children receiving screening	600	189	70			259	43.2%	Yes	0.0%	600
Number of children served	600	581	770			770	128.3%	No	68.3%	600
Number of developmental screenings conducted	600	180	65			245	40.8%	Yes	0.0%	600
Number of vision screenings conducted	600	27	23			50	8.3%	No	-21.7%	600
Number of hearing screenings conducted	600	27	23			50	8.3%	No	-21.7%	600
Number of families served (HIE Assistance)	600	44	2			46	7.7%	No	-22.3%	600

## Southwest Maricopa Grantee Renewal

**Family Support – Children with Special Needs Strategy**

Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2015 Award	FY 2015 Expenditures YTD	FY 2015 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2016 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
										Renewal Considerations		

FTF-MULTI-14-0480-01-Y2 Child and Family Resources Inc. 07/01/2014-06/30/2015 12 \$200,000.00 \$92,465.71 46.2% Yes 0.0% \$200,000.00

Child and Family Resources will provide a comprehensive in-home parent coaching and family support program for families of children with special needs, utilizing the Parents as Teachers model and curriculum. The agency is an affiliate of the Parents as Teachers National Center. Parent Educators work with families to increase knowledge of early development, provide early detection of developmental delays, prevent child abuse and neglect, and build a resource network and increase children's school readiness.

Child and Family Resources will provide a comprehensive in-home parent coaching and family support program for families of children with special needs, utilizing the Parents as Teachers model and curriculum. The agency is an affiliate of the Parents as Teachers National Center. Parent Educators work with families to increase knowledge of early development, provide early detection of developmental delays, prevent child abuse and neglect, and build a resource network and increase children's school readiness. Provider has made progress from their initial year of implementation, has complied with reporting requirements, conducted a Quality Assurance Site Visit, and collaborated with other providers in the region, including the multi-regional developmental screening committee.

Based on data and narrative reports submitted to date (01/15), Child and Family Resources is compliant with all grant obligations/requirements. Implementation is moving forward and high quality home visitation services are being provided to the target population. A quality assurance site visit conducted in January of 2015 revealed that grantee is doing an exceptional job in developing the Building Bright Futures Special Needs program in the Northwest and Southwest Maricopa Regions. First Things First Quality Assurance Team Member states, "The professionalism and passion of the program staff during the assessment was never questioned, and it was easy to see how they have gained the respect of parents and professionals in their region."

Quarter I and Quarter II data and narrative reports show that the organization is not on track to meet its contracted service units (CSU) for either the Northwest or Southwest Maricopa Regions. To date, the number of families served in the Northwest region is 18 (CSU 50) with all 18 receiving screening services (14 hearing/15 vision/ 18 developmental). In the Southwest region, the number of families served is 13 (CSU 50) with all 13 receiving screening services (8 hearing/ 7 vision/ 17 developmental). Child and Family Resources has faced the challenge of establishing trust in the community as a new program and is working to build the name of the program and the trust of the community. Grantee has found that in the more rural areas of the regions, such as Wickenburg and Gila Bend, families tend to be fairly closed, so building relationships and having families allow them into their homes has taken time. To overcome identified challenges, grantee has developed a comprehensive outreach and recruitment plan, which includes working with the school officials, care coordination grantee, and local AzEIP providers.

In SFY16, grantee has proposed no program modifications. Total funding level for the SFY16 will not change. Target service units (50 families served / 50 children screened/50 developmental/hearing/vision screenings conducted) for SFY16 will not change in either Region. First Things First staff recommends renewal of this grantee.

Health

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of children receiving screening	50	8	11			19	38.0%	Yes	0.0%	50
Number of families served	50	7	13			13	26.0%	No	-4.0%	50
Number of developmental screenings conducted	50	6	11			17	34.0%	Yes	0.0%	50

## Southwest Maricopa Grantee Renewal

Number of vision screenings conducted	50	3	4	7	14.0%	No	-16.0%	50
Number of hearing screenings conducted	50	1	7	8	16.0%	No	-14.0%	50

## Southwest Maricopa Grantee Renewal

### Family Resource Centers Strategy

Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2015 Award	FY 2015 Expenditures YTD	FY 2015 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2016 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Renewal Considerations												

GRA-MULTI-14-0630-01-Y2    Pendergast Elementary School District    07/01/2014-06/30/2015    12    \$100,000.00    \$47,430.11    47.4%    Yes    0.0%    \$100,000.00

All families with young children who benefit from the resources and referrals offered through the Pendergast Information Center (PIC) will become empowered to enrich their lives and reach the peak of their potential. The PIC is an essential component of the Pendergast Early Education Campus (PEEC). PEEC is an early childhood campus with a focus on early learning, parent education and community outreach. The PIC is a family-centered, comprehensive, collaborative and high quality outreach program that supports the development, health, and education of all PESD families and the surrounding community with a focus on families with children birth to age five. Services for families are centered on a holistic view of early childhood education with neighborhood outreach as a core component. The centralized, comprehensive services offered at our family resource centers create a unique synergy between the educational environment, families and communities. Families can access the supports they need in a "one stop" manner. The PIC model has a staff of highly specialized people, including a coordinator and three family outreach specialists. Each outreach specialist covers approximately four schools on a consistent schedule. These specialists support families by providing them with resources and referrals within their neighborhoods while coordinating parenting classes and literacy support. The philosophy of the Pendergast Information Center is built on the belief that all children will succeed to the greatest of their abilities throughout life when they are given a solid foundation that consists of a quality early childhood education and the support of caring, involved families and communities.

Based on data and narrative reports submitted to date (01/15), Pendergast is compliant with all grant obligations/requirements. Implementation is moving forward and services are being provided throughout the three regions. Pendergast Family Resource Center sites are located in the Northwest Maricopa, Phoenix South, and Southwest Maricopa Region, with the newest Center having been launched in the summer of 2015 at the new Pendergast Community Center in Phoenix South. All Family Resource Centers sites offer resource and referral, parenting education classes, parent awareness workshops, and health insurance enrollment assistance. Per grantee, "The enthusiasm, learning, and involvement of parents has been phenomenal. Word of mouth has spread very quickly and class/workshop attendance has grown. Continued growth is anticipated as more and more families become aware of services available."

Quarter I and Quarter II data and narrative reporting show that the Pendergast Elementary School District has exceeded Family Resource Center contracted service units for resource and referral services in both the Northwest Maricopa (900) and Phoenix South (900) Regions, and is on track to exceed contracted service units in Southwest Maricopa (900) by the end of the fiscal year. To date, grantee has provided resource and referral services to 1873 families in Northwest Maricopa, 7471 families\* in Phoenix South, and 714 families in Southwest Maricopa. However, it is not anticipated that grantee will meet contracted service units (100 Northwest / 220 Phoenix South/ 130 Southwest) for Parenting Education. To date, the number of adults completing a Parenting Education series are as follows: 5 adults in Northwest Maricopa, 45 adults in Phoenix South, and 0 adults in Southwest Maricopa. While participation in classes is high, achieving a 75% completion rate is challenging. To address this challenge, grantee has begun offering make-up sessions and providing incentives for series completion.

In SFY16, grantee has proposed no program modifications. Total funding level for the SFY16 will decrease from \$362,500 to \$300,000. Target service units for SFY16 will be 2500 families with resource and referral services in Northwest Maricopa/ 4000 in Phoenix South/ 900 in Southwest Maricopa. The number of workshops conducted (new TSU) will be 60 in Northwest/104 Phoenix South/ 60 Southwest Maricopa. Parenting education service numbers will be 45 adults completing a series in each of the three regions. Parenting Education classes to be provided will include four evidence-based models that adhere to the First Things First Standards of Practice. Each model to be conducted two times per year in each region, with an anticipated attendance of 10-12 adults. First Things First staff recommends renewal of this grantee.

**Family Support**

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of families served	900	404	310			714	79%	Yes	0.0%	
Number of adults completing a series										45
Number of families who received referrals to services										900
Number of parenting workshops held										60
Number of families served by family navigators										0

## Southwest Maricopa Grantee Renewal

GRA-RC007-15-0706-01    Town of Gila Bend    07/01/2014-06/30/2015    12    \$204,589.00    \$102,168.94    49.9%    Yes    0.0%    \$204,589.00

This program will provide families with access of information and assistance needed to strengthen family and the overall community. In addition this program will aid in the healthy growth and development of children, through parenting education, early literacy development, social support opportunities and access to additional community resources.

The Gila Bend hub is focused on a strong operational foundation including key staff, key community based organizations providing service, with regional support already established. Priority will be placed on evidence-based programming for key services. Gila Bend is part of a regional network of resource center hubs for the Southwest Maricopa Region that includes Avondale and, in 2014/2015, Buckeye.

The Resource Centers clearly promote and supports a healthy and livable community and therefore, social sustainability. Social sustainability occurs when the formal and informal processes; systems; structures; and relationships actively support the capacity of current and future generations to create healthy and livable communities.

Yes

Although provider experienced a total staff turnover, FTF staff feels that new staff in place will continue to provide improvements in the delivery of services for the 0 to 5 population and their families. Health Insurance Enrollment and Developmental Screening / Parenting Skill Training sub contract providers has performed their tasks as required and often excel.

It should be noted that the resource and referral data on number of families served in region is an inaccurate count that includes families inquiring on preschool services. Per grantee, data change request form has been submitted. Once request is approved, grantee will change data.

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of children receiving screening		0	39			39				200
Number of families served	2,500	194	324			518	4.0%	No	-26.0%	500
Number of developmental screenings conducted		0	22			22				100
Number of vision screenings conducted		0	38			38				125
Number of hearing screenings conducted		0	60			60				200
Number of families who received referrals to services										1,250
Number of parenting workshops held										22
Number of families served by family navigators										40

GRA-RC011-14-0638-01-Y2    Buckeye Elementary School District    07/01/2014-06/30/2015    12    \$215,000.00    \$60,070.63    27.9%    No    -2.1%    \$236,500.00

Enhance the Town of Buckeye and areas further west by providing families with access to the information and support necessary to strengthen family and community life, enhance the healthy growth and development of children through parenting education, early literacy development, social support opportunities and access to additional community resources. Offer all families access to information and resources through the development or expansion of a community resource center as well as provide linkages and referrals to other community and social services that meet the needs of the families. Ensure that the appropriate family and child services reflect the social and cultural characteristics of the community as well as the age and needs of the participants. Develop plans for recruitment and outreach to families and the community as well as plans to encourage family and community involvement in continuous ongoing program development.

Yes

Based on data and narrative reports submitted to date (01/15), Buckeye is compliant with all grant obligations/requirements. Implementation is moving forward and services are being provided throughout the region. The center was part of a Quality Assurance Audit conducted by FTF resulting in positive outcomes, with very complimentary comments in regards to the implementation of Developmental Screenings at the center. The center has received great support from the School District and the City Council as well. During the renewal process, the Buckeye Family Resource Center (a Government to Government Agreement) requested an additional \$21,500 (10% above current allotment) to hire a part-time Outreach/Parent Awareness Specialist. The current FRC staff is unable to be off-site regularly to provide outreach in outlying communities (i.e. Rainbow Valley, Liberty, Verrado, Tartesso, Tonopah, Harquahala Valley, Arlington, and Palo Verde). This additional part-time position will enable these communities to receive resource and referral services and outreach and awareness workshops.

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of children receiving screening		0	8			8				90
Number of families served	750	407	375			782	104.3%	No	44.3%	450
Number of developmental screenings conducted		0	9			9				70
Number of vision screenings conducted		0	12			12				90

## Southwest Maricopa Grantee Renewal

Number of hearing screenings conducted	0	9	9	90
Number of families who received referrals to services	389	359	748	1,000
Number of parenting workshops held				150
Number of families served by family navigators				0

## Southwest Maricopa Grantee Renewal

**Home Visitation Strategy**

Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2015 Award	FY 2015 Expenditures YTD	FY 2015 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2016 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board
											Renewal Considerations	

FTF-RC007-14-0457-01-Y2 Child and Family Resources Inc. 07/01/2014-06/30/2015 12 \$300,000.00 \$182,745.25 60.9% No 0.9% \$300,000.00

Building Bright Futures will implement the Parents as Teachers model with fidelity. Services will include an initial family assessment including parenting goals set with the family and ongoing health and developmental screenings for children. Parent Educators will share researched-based information on positive parenting and introduce activities that increase positive parent-child interaction and enhance child development knowledge so families can develop their strengths, capabilities and skills. Weekly, bi-monthly to monthly visits will occur based on the need of the family.

Provider has complied with reporting requirements, as evidence in results reported provider has been successful in implementing this strategy. It has performed as a great collaborator and partner in the community with other FTF programs as well. As part of provider's renewal request, contracted units were adjusted down to 105. Following is the explanation for this adjustment; "At the current time service units are 125 families per year and with current staffing pattern this means provider must turn over 45 families each year to meet the service numbers, which is a high turnover rate. If provider doesn't turn over 45 families per year then Parent Educators will need to maintain caseloads of higher than 20 families at any one time. While there is always turnover in caseloads due to families receiving services for the recommended two years and/or meeting their goals and successfully exiting the program; children aging out of the program; families moving and/or simply disappearing leaving no forwarding address; a turnover of 45families or 11.25 families per Parent Educator is higher than normal turnover rate experienced in Parents as Teachers Home Visitation Programs. It is for these reasons that we are requesting to reduce service units to 105 families allowing Parent Educators to maintain full caseloads of 80 (20 each) with a reduction in the amount of family turnover necessary to meet the targeted service units. This reduction would allow for turnover of 25 families or 6.25 families per Parent Educator which is typical of what we generally experience in our programs. After review the request with FTF Program staff, it was determined to grant provider the adjustment, the case load per educator will still meet standard of practice. "

**Family Support**

Service Unit	2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of children receiving screening	125	71	26			97	77.6%	No	17.6%	105
Number of families served	125	96	107			107	85.6%	No	25.6%	105
Number of developmental screenings conducted	125	42	26			68	54.4%	Yes	0.0%	105
Number of vision screenings conducted	125	3	23			26	20.8%	No	-9.2%	105
Number of hearing screenings conducted	125	26	12			38	30.4%	Yes	0.0%	105

## Southwest Maricopa Grantee Renewal

Parent Education Community-Based Training Strategy													
Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2015 Award	FY 2015 Expenditures YTD	FY 2015 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2016 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
											Renewal Considerations		
FTF-RC007-14-0458-05-Y2	Pilgrim Rest Foundation	07/01/2014-06/30/2015	12	\$239,997.78	\$158,540.20	66.1%	No	6.1%	\$239,993.82	Yes			
<b>Family Support</b> The Nurturing Parents Raise Great Kids provides a culturally competent, family-centered, and community based parent education program that is flexible and easily accessible for parents. The program is offered in a 12 class series, with individualized follow up home visits. The four components of the classes include 1. Parenting and Child Development 2. Parent-Child Relationship 3. Early Language and Literacy and 4. Social Connections and Support.											Provider has complied with reporting requirements, as evidence in results reported provider has been successful in implementing this strategy. It has performed as a great collaborator and partner in the community with other FTF programs as well. Provider also was audited by the Quality Assurance Visit by FTF staff with positive results. Provider is also part of the cross regional developmental screening committee. Although data is reporting low number of adults completing a series (40), this number should show higher results and series are completed through the extended period of additional quarters.		
Service Unit				2015 Contracted Units	2015 Q1 Actuals**	2015 Q2 Actuals**	2015 Q3 Actuals**	2015 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2016 Proposed Contracted Units
Number of adults completing a series				150		40			40	26.7%	No	-3.3%	150

**\*\*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.

## Grant Agreement Summary

**GRA Number:** GRA-RC007-16-0757-01

**Region/Funding Source:** Southwest Maricopa Regional Partnership Council

**Applicant Information:**  
City of Avondale

**Strategy:** Family Resource Center

**Amount Available for Award:** \$175,000

### Target Service Units:

Family Resource Centers

- 2,500 families received referrals to services

Health Insurance Enrollment

- 700 families served

Developmental and Sensory Screening

- 75 children received screening
- 75 developmental screenings conducted
- 75 vision screenings conducted
- 75 hearing screenings conducted

Parent Outreach Awareness

- 50 **Number of workshops held**

### Brief Description:

- A. The intent of Family Resource Centers, a promising practice strategy, is to serve as a community hub for connecting 2,500 families with children birth to age 5 to information, resources, and services; 75 Developmental and Sensory Screenings for children birth to five; and Health Insurance Outreach and Enrollment strategy to serve 700 families of children birth through age 5 to receive assistance with enrollment, retention and renewal of affordable health insurance. The expected results are improved parenting skills and social supports for families; increased knowledge of child development; and support for their child's school readiness. Parent Education Workshops – offered in collaboration with other First Things First grantees and other early childhood agencies. Topics will include: child developmental stages, brain development, discipline, kindergarten readiness, importance of play, family values, nutrition, and safety. Funding from this grant will be utilized for select programming in this area. All contractors will be subject to the First Things First Standards of Practice. The recent rapid increase in the population of young children in the Southwest Maricopa region and a projected increase in births in Maricopa County will likely lead to an increased demand for services and resources for young children and their families in the coming years. On average, young children in the region are uninsured at rates similar to the state and county levels. Given high child poverty rates in the region, many of these uninsured children may qualify for publically-funded health insurance. Parents may be more likely to be out of work or hold jobs without health insurance benefits. Parents in this community may also be unaware of health insurance options for their U.S. citizen children.

- B. Family Resource Centers support families of young children by providing access to information and education addressing a variety of child development and health topics, and by bringing together services and activities that educate, develop skills and promote stability within families. These community and school-based centers are designed with the flexibility to respond to the wide spectrum of needs of the community and reach diverse families, while working collaboratively with all early childhood partners to bring together resources and supports in an integrated service delivery system that is accessible and responsive.
- C. Families with children birth through age 5 in Avondale and the surrounding communities.

**Grant Term/Estimated Start Date:**

The estimated grant term is July 1, 2015 through June 30, 2016, unless terminated, cancelled or extended.

**Service Coordination**  
**SFY16 Multi-Regional Grant Agreement Summary**  
**GRA-MULTI-16-0787-01 “FindHelpPhx.org” Maricopa Department of Public Health**

**Grant Agreement between:**

First Things First – Phoenix and Maricopa Regional Partnership Councils and Maricopa Department of Public Health

**Funding:**

\$100,000 total; \$16,665 from Southeast Maricopa and \$16,667 from each of the Northwest Maricopa, East Maricopa, Southwest Maricopa, Phoenix North and Phoenix South Regional Partnership Councils.

**Grant Cycle:**

July 1, 2015 – June 30, 2016; renewable for 2 additional periods

**Brief Description:**

The intent of this contract is to promote increased service coordination through the provision of funding to support the FindHelpPhx.org (EncuentraAyudaPhx.org) website. FindHelpPhx.org, an online resource directory of support and services targeting families with children 0-5 years of age, is owned and operated by the Maricopa County Department of Public Health. In implementation of the website, Maricopa County Department of Public Health (MCDPH) will achieve the aforementioned primary objectives through website maintenance, website promotion, partnership development, and fund development.

To achieve the intent of this contract, MCDPH (grantee) will be responsible for the management and maintenance of the FindHelpPhx.org (EncuentraAyudaPhx.org) website as an easy-to-use, bilingual online resource guide for residents of Maricopa County. Website maintenance will include ensuring that the website is comprehensive, accurate, and relevant to families with children 0-5 years of age, and the organizations that provide support and services to those families. Concurrently, grantee will ensure that staff members working under this contract are appropriately trained and knowledgeable on early childhood issues, access to care issues, community resources, and the needs of families with children 0-5 years of age. Grantee will work to ensure that information and data provided on the website is reflective and inclusive of the multitude of communities throughout Maricopa County. In addition, Grantee will ensure that information is updated timely and is accurate and appropriate to meet the diverse needs of the target population. Data and information on the website is to be verified and updated annually, at minimum. Finally, Grantee will ensure that the website design and coding is both aesthetically appealing and appropriate to meet the demand of users. This includes, but is not limited to: content is will organized, design is visually pleasing, site is easy to navigate, website is mobile friendly, website works in multiple browsers, website host has capacity to meet user demands, and website is updated and/or redesigned as needed to ensure relevancy and alignment with emerging technologies.

Fundamental to success of the FindHelpPhx.org (EncuentraAyudaPhx.org) website is continued marketing and outreach to users and programs. Grantee will be charged with outreach to parents and families that live or work within Maricopa County, as well as community organizations providing supports and services to those families. As requested by First Things First, grantee will attend Family Resource Network meetings, First Things First meetings, or other stakeholder meetings to provide

updates and gather information to improve the site. Outreach materials and messaging will be developed and distributed in order to meet this objective. Grantee will ensure that all marketing materials adhere to the Grantee Protocols as outlined in the First Things First Communications Toolkit. The grantee shall consult with First Things First in the planning of public awareness/marketing strategies, such as websites, advertising, media campaigns or materials related to the programs or services funded under this Grant Agreement.

Grantee will track use of the website, provide reporting on use of site and deliver outreach with goal to maintain and increase users of the site. Grantee will provide First Things First with quarterly narrative reports that include Google analytics and summary comments on data (such as the number of people accessing the site, locations, demographics, patterns of use) and a summary of marketing and outreach activities conducted.

Under this contract, Grantee will be expected to seek out opportunities for increased collaborations and partnership development that result in the enhancement of the website, increased utilization of website, reduction in the duplication of efforts, increased access to services, and the exchange of information and data. Potential collaborations include, but are not limited to:

- partnering with community organizations that provide online resource directories (e.g. Community Information and Referral, Strong Families AZ, Healthy Teeth AZ, First Things First/Quality First, etc.) for the purposes of exchanging information and data, reducing duplication of efforts;
- collaborating with health and human service alliances/collaboratives for co-branding and marketing to increase utilization of website;
- and/or collaborating with stakeholders to enhance the website and to ensure that the resources and services identified on the site address the needs of the target audience.

Grantee will establish an advisory committee that will be convened a minimum of two times a year. The advisory committee will be comprised of community stakeholders and will be responsible for reviewing efforts to date, and for providing guidance to the grantee on planned marketing and outreach efforts, data collection and analysis activities, potential partnerships, fund development, quality improvement activities, evaluation activities, and other activities as needed.

Finally, First Things First recognizes that this project can only be successful if long-term sustainability planning is part of the process. Under this contract, grantee will be responsible for the development of a long-term sustainability plan that identifies how grantee will ensure continuation and growth of the project. The sustainability plan should be realistic and obtainable. The plan must include approaches to address: the true operational costs, time, technology, and talent required to sustain or grow FindhelpPhx. The plan will also include budgeting and fund development (which may include solicitation of financial support from other entities) to demonstrate that the project will be sustainable should First Things First funding decrease or no longer be available.



FIRST THINGS FIRST

Community Awareness Budget  
FTF Directed Strategy

Southwest Maricopa RPC  
SFY 2016

Total Community Awareness Budget: \$ 15,000.00

Budget Category		Total Cost
<b>CONTRACTED SERVICES</b>	<b>REPORT CATEGORY</b>	<b>\$ 1,000.00</b>
FTF Hosted Event	Other Professional & Outside Services	\$ 1,000.00
<b>OTHER OPERATING EXPENSES</b>	<b>REPORT CATEGORY</b>	<b>\$ 14,000.00</b>
ACI folders, OfficeMax, Born Learning, printing by External Vendor	External Printing	\$ 2,000.00
Community Awareness Equipment (cart, table, chair, etc.)	Office Supplies	\$ -
Community Awareness Supplies (educational, craft project, etc.)	Other Office Supplies	\$ 200.00
ERI, Branded Items, Brown & Bigelow, Engagement Wheel	Entertainment & Promotional Items	\$ 3,000.00
Event Sponsorships (\$), Media	Advertising	\$ 5,800.00
FTF Hosted Event (event participation)	Conference Registration/Attendance Fees	\$ 500.00
Printing of materials by FTF internal copier	Internal Printing	\$ 300.00
Rent conference/meeting room	Rent of Facilities	\$ 200.00
Children's Books	Books, Subscriptions, Publications	\$ 2,000.00
Specify here if not listed above:		
<b>Total Award:</b>		<b>\$ 15,000.00</b>

**Budget Narrative:** for each line item above, provide description below of the activities and rationale for funding level

<b>CONTRACTED SERVICES</b>	
FTF Hosted Event	Planning for Regional event on Early Childhood targeting families and professionals to further the mission of FTF in the Region (moved to FY16)
<b>OTHER OPERATING EXPENSES</b>	
ACI folders, OfficeMax, Born Learning, printing by External Vendor	Printing of posters/banners/brochures/flyers, etc. for events in which the Regional Council participates or is a sponsor. FTF branded folders (500=\$450); (\$1,550)Born Learning materials including Playbooks, Kids Basics Eng and Span, Your Child Series materials. Along with FTF fact sheets, parent guides and FTF signage as needed to be sent out for printing.
Community Awareness Supplies	Funding will be used to purchase materials to assist the Community Outreach Coordinator in performing day-to-day duties. (at this time no materials are projected to be needed)
ERI, Branded Items, Brown & Bigelow.	<p>FTF-branded educational reinforcement items will be purchased over the course of the year. Specifics with respect to the items and quantities of materials to be purchased will be determined by the venue, target audience and intent of the events in which materials are to be distributed. We will collaborate and supplement our \$3,000 budget with NW Maricopa region to build our inventory of the following: pens, onesies, crayons, pins, dry erase boards and dental kits. In addition, SW will be ordering a new Regional Banner for \$285.</p> <p>ERI:            FTF shopping lists with tips 100            Playing tips tri-folds 100=\$1,000            Stress balls 525= \$780            Playbooks- 500=\$155            grocery bags 250= \$310            500 dry erase boards \$350  <u>1000 book stickers- \$120</u>            Total: \$2,715 (+\$285 for the regional banner)</p>
Event Sponsorships (\$), Media	Joint sponsorships for statewide or citywide events including Hopefest, Baby Expo and various professional conferences. Local sponsorships include the municipal areas Week of the Young Child events and the Regional Symposium
FTF Hosted Event	Participation in small community events with a low cost that do not meet sponsorship criteria and presenting and providing information to attendees regarding some aspect of FTF programs and services. This may include activities such as having a table at a child care/family event, a booth at a health fair, passing out flyers at a community event, etc. Typically, these opportunities are free or low-cost.
Printing of materials by FTF internal copier	\$300 to be used to print documents for general distribution include sign-in sheets, parent guides, literacy guides, training materials and fact sheets

Rent conference/meeting room	<b>Room reservation for West Valley planned event to further outreach strategy.</b>
Children's Books	<b>Approximately 667 children's books at an average of \$3.00 per book will be purchased to distribute at events or in book distribution projects held in collaboration with other community partners. A couple of my municipalities are now Read On communities and are developing literacy events.</b>
Specify if not listed above:	