



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## North Pima Regional Partnership Council

### Meeting Minutes

#### **I. Call to Order**

The Regular Meeting of the First Things First North Pima Regional Partnership Council was held on April 25, 2014 at Wheeler Abbett Library, Children's Meeting Room, 7800 North Schisler Drive, Tucson, 85743.

Chair Scott Ingram welcomed everybody and called the meeting to order at approximately 1:08 p.m.

Members Present:

Scott Ingram, Annabel Ratley, Sherri Rosalik (telephonic), Amber Jones, Naomi Karp, Jill Rosenzweig, Eliza Holland, and Angela Hitt

Members Absent:

All present.

#### **II. Approval of the Minutes of the February 21, 2014 North Pima Regional Partnership Council Meeting**

A motion was made by Vice Chair Annabel Ratley that the North Pima Regional Partnership Council accept the meeting minutes, seconded by member Jill Rosalik. Motion carried.

#### **III. Call to the Public**

Connie Johnson, Nurse Family Partnership with Easter Seals Blake Foundation

Ms. Johnson showed a short video about the program.

Dina Gutierrez, Parents as Teachers with Amphitheater School District

Ms. Gutierrez thanked the Regional Partnership Council for helping to fund the program in the North Pima region. She shared some highlights about families in the region.

#### **V. Discussion and Possible Action: Recommendations on Renewal of Contracts for State Fiscal Year 2015**

The following conflicts of interests were declared:

Member Amber Jones declared a conflict of interest with Expansion: Increase Slots/Capital Expense, Community-Based Professional Development Early Care and Education Professionals, and Home Visitation due to her employment at Child & Family Resources, a grantee or sub grantee with these strategies.

Member Naomi Karp declared a conflict of interest with Expansion: Increase Slots/Capital Expense, Community-Based Professional Development Early Care and Education Professionals, Home Visitation, and Parent Education Community Based Training due to her employment with United Way of Tucson and Southern Arizona, a grantee or sub grantee with these strategies.

Member Annabel Ratley declared a conflict of interest with Community-Based Professional Development Early Care and Education Professionals, Home Visitation, and Parent Education Community Based Training due to her employment with Easter Seals Blake Foundation, a grantee or sub grantee with these strategies.

Grantees are asked each fiscal year to respond to renewal applications and their responses provide regional council and the First Things First Board an opportunity to review the work of the grantee. Michelle MacDonald, North Pima Regional Director, reviewed the grantee responses, clarifications, and proposed modifications.

**Expansion: Increase Slots/Capital Expense:** A motion was made by Vice Chair Annabel Ratley that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, renew the Expansion: Increase Slots and/or Capital Expense grant award with Child and Family Resources, First Things First contract # FTF-RC016-13-0411-01, for the period of July 1, 2014 – June 30, 2015, in the amount of \$75,000, seconded by member Eliza Holland. Members Amber Jones and Naomi Karp did not participate due to conflicts of interest. Motion carried by roll call vote.

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

**Community-Based Professional Development (Great Expectations/Communities of Practice):** A motion was made by member Angela Hitt that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, renew the Community Based Professional Development Early Care and Education Professionals grant award with United Way of Tucson and Southern Arizona, First Things First contract #FTF-MULTI-13-0389-03-Y2, for the period of July 1, 2014 – June 30, 2015, in the amount of \$780,000, seconded by member Jill Rosenzweig. Rule of Impossibility invoked. Motion carried by roll call vote.

**Home Visitation:** A motion was made by member Eliza Holland that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, renew the Home Visitation grant award with **Sunnyside Unified School District**, First Things First contract #FTF-MULTI-13-0390-04-Y2, for the period of July 1, 2014 – June 30, 2015, in the amount of \$596,550.90, seconded by member Jill Rosenzweig. Rule of Impossibility invoked. Motion carried by roll call vote.

A motion was made by member Jill Rosenzweig that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, renew the Home Visitation grant award with **United Way of Tucson and Southern Arizona**, First Things First contract #FTF-MULTI-13-0390-05-Y2, for the period of July 1, 2014 – June 30, 2015, in the amount of \$586,706.08, seconded by member Eliza Holland. Rule of Impossibility invoked. Motion carried by roll call vote.

**Parent Education Community Based Training:** A motion was made by member Eliza Holland that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, renew the Parent Education Community Based Training grant award with United Way of Tucson and Southern Arizona, First Things First contract #FTF-MULTI-13-0409-03-Y2, for the period of July 1, 2014 – June 30, 2015, in the amount of \$236,752, seconded by member Angela Hitt. Member Naomi Karp and Vice Chair Annabel Ratley did not participate due to conflicts of interest. Motion carried by roll call vote.

**VI. Discussion and Possible Action: Benchmark Setting for School Readiness Indicators for Pima Regions; Approval to Send Recommendation to State Board**

Ms. MacDonald briefly reviewed the benchmark setting process and informed the Regional Council that the recommendations were released for public comment and overall the comments were in agreement with the benchmark recommendations.

A motion was made by member Angela Hitt that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, approve Benchmark A of School Readiness Indicator 2 for approval by the First

Things First Board: 80% of children who are enrolled in a Quality First early care and education program are in a Quality First setting with a rating of 3-5 stars by 2020, seconded by Vice Chair Annabel Ratley. Motion carried.

A motion was made by member Jill Rosenzweig that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, approve Benchmark B of School Readiness Indicator 2 for approval by the First Things First Board: 36% of children in Pima County who are enrolled in a fee-based regulated early care and education program are enrolled in a Quality First program with a rating of 3-5 stars by 2020, seconded by Vice Chair Annabel Ratley. Motion carried.

A motion was made by Vice Chair Annabel Ratley that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, approve the following benchmark for School Readiness Indicator 3 for approval by the First Things First Board: 80% of children with special needs who are enrolled in a Quality First inclusive early care and education program are in a setting with a Quality First rating of 3-5 stars by 2020, seconded by Angela Hitt. Motion carried.

A motion was made by member Jill Rosenzweig that the North Pima Regional Council, on behalf of the newly consolidated Pima North Region, approve the following benchmark for School Readiness Indicator 10 for approval by the First Things First Board: 56% of families will feel competent and confident about their ability to support their child's safety, health, and well-being by 2020, seconded by member Naomi Karp. Motion carried.

**VII. First Things First Finance Committee Update Related to Fiscal Years 2016-2018 Strategic Planning**

Ms. MacDonald presented the recommendations that were made to the First Things First Board regarding fiscal policy. Attachment #4 summarized the Finance Committee process and the recommendations that were made for fiscal year 2016 and beyond.

The two formal recommendations were discussed during the April 8, 2014 First Things First Board Meeting and will be voted on at the June 9-10, 2014 First Things First Board Meeting. They include:

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

These recommendations are based on revenue projections and will allow First Things First to maintain its program spending at a consistent level for an estimated 9-15 years. North Pima Regional Partnership Council members commented on the fiscal policy that is being proposed and provided feedback on the programmatic questions to be provided to members of the board.

**VIII. First Things First Community Outreach Report**

Lisette DeMars, First Things First Parent Awareness and Community Outreach Coordinator, shared highlights from attachment #5-Community Outreach Report for February and March 2014.

**IX. Regional Director's Report**

Ms. MacDonald provided the Regional Partnership Council with First Things First state and regional highlights, upcoming events, a summary of the quality assurance site visit to Child and Family Resources, an updated expenditure data report, and quarter 2 data report.

**X. General Discussion**

Member Amber Jones shared that the Infant/Toddler Community of Practice participants are having a graduation celebration on May 28, 2014 at United Way of Tucson and Southern Arizona.

Members discussed plans for the final meeting of the North Pima Regional Partnership Council.

**XI. Call to the Public**

None.

**XII. Announcement of Next Meeting**

The next regular North Pima Regional Partnership Council meeting scheduled on Friday, May 16, 2014 at 11:00 am location to be determined.

**XIII. Adjournment**

A motion was made by member Jill Rosenzweig to adjourn the meeting, seconded by Vice Chair Annabel Ratley. Motion carried. There being no further business, Chair Scott Ingram adjourned the meeting at approximately 2:30 p.m.

Submitted By \_\_\_\_\_

Approved By \_\_\_\_\_

Dated this \_\_\_ day of \_\_\_\_\_, 20\_\_.

DRAFT

# Placeholder

**North Pima Funding Plan Summary**

	Population	Discretionary	Other	Carry Forward	Total
<b>Total Allocation:</b>	\$1,631,679	\$320,816	\$934,239	\$519,903	\$3,406,637

Strategy	Original Allotment	Current Allotment Distribution				Total	Awarded	Unawarded	Expended	Unexpended
Expansion: Increase slots and/or capital expense	\$75,000	\$75,000	-	-	-	\$75,000	\$75,000	-	\$52,873	\$22,127
Quality First	\$495,829	-	-	-	-	-	-	-	-	-
Quality First Academy	\$30,075	\$30,075	-	-	-	\$30,075	\$24,986	\$5,090	\$12,078	\$12,908
Quality First Child Care Health Consultation Warmline	\$1,513	\$1,513	-	-	-	\$1,513	\$1,513	-	\$730	\$783
Quality First Coaching & Incentives	\$449,511	\$449,511	-	-	-	\$449,511	\$449,511	-	\$337,454	\$112,057
Quality First Inclusion Warmline	\$6,688	\$6,688	-	-	-	\$6,688	\$6,688	-	\$3,471	\$3,217
Quality First Mental Health Consultation Warmline	\$6,879	\$6,879	-	-	-	\$6,879	\$6,879	-	\$5,054	\$1,826
Quality First Scholarships	\$1,391,670	\$1,252,503	\$139,167	-	-	\$1,391,670	\$1,391,670	-	\$1,041,920	\$349,750
Quality First Warmline Triage	\$2,675	\$2,675	-	-	-	\$2,675	\$2,675	-	\$2,013	\$662
Community Based Professional Development Early Care and Education Professionals	\$150,000	\$135,000	\$15,000	-	-	\$150,000	\$150,000	-	\$84,331	\$65,669
Consultation: Language and Communication	-	-	-	-	-	-	-	-	-	-
FTF Professional REWARD\$	\$56,000	\$50,400	\$5,600	-	-	\$56,000	\$54,000	\$2,000	\$54,000	-
Child Care Health Consultation	\$80,556	\$79,043	-	-	-	\$79,043	\$79,043	-	\$55,656	\$23,387
Mental Health Consultation	\$123,000	\$111,000	\$12,000	-	-	\$123,000	\$123,000	-	\$90,019	\$32,981

**North Pima Funding Plan Summary**

<b>Recruitment – Stipends/Loan Forgiveness</b>	\$9,660	-	-	-	\$9,660	\$9,660		\$9,660	-	-
<b>Home Visitation</b>	\$300,000	\$270,000	\$30,000	-	-	\$300,000	\$299,946	\$54	\$190,524	\$109,422
<b>Parent Education Community-Based Training</b>	\$100,000	\$90,000	\$10,000	-	-	\$100,000	\$100,000	-	\$59,095	\$40,905
<b>Regional Family Support Strategies</b>	\$30,000	-	-	-	\$30,000	\$30,000	\$30,000	-	\$30,000	-
<b>Statewide Evaluation</b>	\$150,826	-	-	\$150,826	-	\$150,826	\$150,826	-	\$150,826	-
<b>Community Partnerships</b>	-	-	-	-	-	-	-	-	-	-
<b>Community Awareness</b>	\$2,000	-	-	-	\$2,000	\$2,000	\$2,000	-	\$1,588	\$412
<b>Community Outreach</b>	\$13,000	-	-	-	\$13,000	\$13,000	\$13,000	-	\$8,950	\$4,050
<b>Total Allotment:</b>	<b>\$3,474,883</b>	<b>\$2,560,288</b>	<b>\$211,767</b>	<b>\$150,826</b>	<b>\$54,660</b>	<b>\$2,977,541</b>	<b>\$2,960,737</b>	<b>\$16,804</b>	<b>\$2,180,581</b>	<b>\$780,156</b>
<b>Total Unallotted:</b>		<b>(\$928,609)</b>	<b>\$109,049</b>	<b>\$783,413</b>	<b>\$465,243</b>	<b>\$429,096</b>				

\*Most First Things First funds are distributed on a reimbursement basis. Frequency of reimbursement requests depends on individual grantee schedule and may impact level of unspent funds in relation to percent of contract year expired.

--May 2014--