



FIRST THINGS FIRST

Ready for School. Set for Life.

Arizona Early Childhood Development & Health Board

Draft Meeting Minutes

April 4, 2011 – Day One

First Things First Board Meeting

Call to Order

The Regular meeting of the First Things First – Arizona Early Childhood Development and Health Board was held on April 4, 2011 at 3:00 p.m. and April 4, 2011 at 8:00 a.m. The meeting was held at the Hampton Inn, 1501 East Woolford Road, Show Low, Arizona 85901.

Chair Lynn called the meeting to order at approximately 3:00 p.m.

Members Present:

In Person

Steve Lynn, Dr. Eugene Thompson, Nadine Mathis Basha, Gayle Burns, Dr. Pamela Powell, and Cecil Patterson

By Phone

Vivian Saunders

Members Absent:

None

Ex-Officio Members Present:

John Huppenthal, Brad Willis and Mary Ellen Cunningham

Conflict of Interest

Chairman Lynn asked the Board members if there were conflicts of interest regarding items on this agenda. There were none.

Call to the Public

Julianne Hartzell, Coconino Regional Partnership Council Member, publically thanked AdiShakti Khalsa for her years of dedicated service to First Things First.

Presentation and Panel Discussion on Statewide and Regional Capacity Building

Rhian Evans Allvin, CEO gave a brief overview on the statewide and regional capacity building at First Things First. CEO Allvin stated that capacity building represents the field's ability to successfully respond and subsequently deliver on grant opportunities and gave an overview of the First Things First funding application, evaluation and award process. CEO Allvin introduced the panel member that included Kate Dobler-Allen, Regional Director of the Navajo Apache Regional Partnership Council, Mary Tyler, Assistant Director of the Navajo County Public Health District, and Linda Morrow, Navajo County Superintendent of Schools. Ms. Dobler-Allen gave an overview of the region that covers the non-tribal areas in Navajo and Apache counties Show Low, Pinetop-Lakeside, Holbrook and Forest Lakes.

Consent Agenda

A motion was made by Member Thompson to approve the consent agenda, seconded by Member Patterson. Motion carried.

Board Member Updates

Member Powell encouraged everyone to attend the Coconino Regional Partnership Council's First Annual Early Child Fair, Saturday morning April 9, 2011. More than 57 groups will gather at Flagstaff's Coconino High School to offer child-based health, literacy and educational services in a kid-friendly atmosphere.

Member Cunningham reminded the Board that Public Health Week is this month, and the Arizona Department of Health Services website has useful links for Home and Play Safety at: www.azdhs.gov/phs/owch/safekids.htm. She also mentioned that the Academy of Pediatrics has announced new car seat guidelines that included keeping children in rear-facing car seats up until age two.

Member Patterson reported on the community outreach that he and CEO Allvin have been attending in the Arizona communities, educating about the mission of First Things First.

Member Willis announced that Clarence H. Carter, the new Director of Department of Economic Security, will meet with Rhian in early April, and Director Carter "looks forward to attending these meetings in the future."

Member Huppenthal stated that he travelled in March to Washington DC, to assist in developing the national K-12 assessments, which are rolling out in 2014. He also met with Congressional and Senate Educational staffers to discuss the ESBA [Educational Standards Based Assessment] reauthorization.

CEO Report

CEO Allvin updated the Board members on the following items:

Ms. Allvin reminded the Board members that the National Smart Start Conference—one of the largest and most prestigious child development conferences will be held May 2-6. First Things First has been invited to make presentations on: Early Childhood Evaluation and Data Collection; and Communications, Community Outreach and Developing a Strategic Communications Plan.

Ms. Allvin reported that First Things First has convened three policy groups: early learning, literacy support and child health. They have been tasked to prepare performance indicators and provide them to the Board by August, and are making progress these goal.

Ms. Allvin announced that Sam Leyvas had been hired as the new Vice President of Government Affairs, and will be introduced at the June Board meeting.

Ms. Allvin , Beverly Russell and Karen Woodhouse travelled to Washington, D.C. in late March and met with representatives from the Departments of Education and Health and Human Services, Bureau of Indian Education, Indian Health Services, WIC and the child care food program. The organizations showed great interest in First Things First.

Discussion and Possible Approval of RFGA Recommendations

A motion was made by Member Thompson that the Board approve the RFGA recommendations as presented, seconded by Member Burns. Motion carried.

Discussion and Possible Appointment of Regional Council Applicants

A motion was made by Member Thompson that the Board approve the appointment of Regional Council applicants as presented, seconded by Member Powell. Motion carried.

Discussion and Possible Approval of Fiscal Year 2012 Board Meeting Dates

A motion was made by Member Thompson to approve the FY2012 Board meeting dates as recommended by staff, seconded by Member Patterson. Motion carried.

Meeting Recessed Day One at 5:15 p.m.

April 5, 2011 – Day Two

First Things First Board Meeting

Resume

Chairman Lynn resumed the meeting and called it to order at approximately 8:00 a.m.

Roll Call

Members Present:

In Person

Steve Lynn, Dr. Eugene Thompson, Nadine Mathis Basha, Gayle Burns, Dr. Pamela Powell, and Cecil Patterson

By Phone

Vivian Saunders

Members Absent:

John Huppenthal

Ex-Officio Members Present:

Brad Willis and Mary Ellen Cunningham

Presentation and Possible Discussion of the First Things First Human Resource Comprehensive Plan

CEO Allvin and Josh Allen, COO, reported to the Board on the First Things First Human Resource Comprehensive Plan, the result of a 10 month internal study designed to formalize HR procedures, clarify expectations and responsibilities, and anchor the mission of First Things First serving Arizona children, birth to five more closely to every employee every working day. The study included feedback from outside consultants, senior leadership and staff.

Evaluation Studies Report Presentation and Possible Discussion

Dr. Amy Kemp, Sr. Director of Research Evaluation, presented an updated overview of findings from the Early Childhood Partner Survey, the Arizona Children's Budget, and the Arizona Health Survey, studies conducted to monitor First Things First's progress and inform its strategic planning.

University Consortium members Dr. Beth Swadener, and Dr. Jamie Joanao with ASU, Dr. Karen Applequist with NAU and Project Director Dr. David Yaden presented two sets of findings from the Family and Community Case Study, focusing on families and early childhood stakeholders in Arizona.

General Discussion

There was no general discussion.

Next Meeting

The next meeting will be held on June 13-14, 2011 in Phoenix, Arizona.

Adjourn

There being no further discussion the meeting was adjourned at approximately 10:52 a.m.

