

# FIRST THINGS FIRST

*The right system for bright futures*

## White Mountain Apache Tribe Regional Partnership Council

### Meeting Minutes

June 18, 2009

- 1. Call to Order and Roll Call:** Chair Burnette called the meeting to order at 9:31 a.m. on Thursday, June 18, 2009, at the Whiteriver Unified School District Day Care, 422 South 2<sup>nd</sup> Avenue, Whiteriver, AZ 85941. Chair Burnette asked everyone to introduce themselves.  
**Members Present:** Shine Burnette, Deborah Clendon, Velma Kaytoggy, Kirk Massey, Jr., Dennie Parker-Cromwell (until 10:00 a.m.), Dr. Tim Strand, Erwin Thompson  
**Members Excused:** Laurel Endfield and Mary Kline  
**Member Unexcused:** Harrisen DeClay, Faye Smith  
**Other Attendees:** Claude Endfield, Julie Fitzgerald, Ranelda Hastings, Rochelle Lacapa, Nicole Neault (telephone), Maureen Theobald
- 2. Discussion and Possible Adoption of the May 14, 2009 Meeting Minutes:** Chair Burnette reviewed the minutes of the regular meeting held on May 14, 2009. Member Strand motioned to accept the minutes as presented. Member Kaytoggy seconded the motion; motion passed 7:0:0. Member Thompson moved to approve the minutes from the Executive Session regarding Family Support, held on May 14, 2009. Member Strand seconded; the motion passed 7:0:0. Member Strand moved to approve the minutes from the Executive Session regarding Early Literacy, held on May 14, 2009. Member Clendon seconded the motion; motion passed 7:0:0.
- 3. Call to the Public:** Ms. Claude Endfield, Northland Pioneer College (NPC), discussed Professional Development and shared her concern that State funding for Whiteriver and Cibecue is being cut so she requested the members keep this in mind for the upcoming fiscal year.

  - a. Question:** Chair Burnette asked what the cost is for a CDA  
**Answer:** Ms. Endfield stated the minimum hours are 14 or 26 credits in total; therefore, 26 credits x \$52/credit = \$1,352 at NPC. She further stated most students take three credits per semester and there's a media fee for students taking 3.5 credits.
  - b. Question:** Member Thompson asked if more people are using NPC now.  
**Answer:** Ms. Endfield affirmed this and said ABC Day Care expects employees to continue and Head Start is mandating half of their employees have a Bachelors Degree by 2011. She further stated the vast majority of students in this field are already employed in this field.

**4. Support Box Modification Presentation:** Ms. Ranelda Hastings, Johns Hopkins, distributed handouts to the members and suggested three modifications to the current support box plan:

a. A proposed name: Community Fist Support Box Project

b. A request for two hours of volunteer service by recipients

c. A request to utilize the *Menu for Life* nutrition booklet and questionnaire

a. **Question:** Member Strand asked about the status of the *Menu for Life* booklet.

**Answer:** Ms. Nicole Neault, also from Johns Hopkins, stated this is in development now.

b. **Comments:** Member Strand stated he would be interested in inputting during the development of the booklet. Chair Burnette said she likes the fact that they want to incorporate more into the program but she wants to keep the First Things First name attached to it. Coordinator Lacapa suggested possibly The Community First Support Box Project could show they are in partnership with First Things First, to which Ms. Neault stated they would be willing to do this and Chair Burnette felt this would be good.

c. **Question:** Member Thompson asked if the questionnaire is required.

**Answer:** Ms. Neault stated this is completely voluntary.

d. **Question:** Chair Burnette asked if the two-hours of volunteer service is required.

**Answer:** Ms. Neault stated this is also not required; they are using the honor system.

e. **Comment:** Chair Burnette suggested they canvass organizations in the community to determine where volunteer help is needed; Ms. Hastings stated this could be done.

f. **Question:** Member Thompson asked if the data from the questionnaire will be available to First Things First.

**Answer:** Ms. Neault affirmed this.

g. **Comment:** Coordinator Lacapa informed the members Johns Hopkins had shared this information with her via an e-mail; she has since reviewed this with the Finance Team, who confirmed this was acceptable and will not need contract modification.

**5. Discussion and Possible Adoption of Support Box Modification:** Chair Burnette and Member Strand prefer to retain the FTF name recognition; Member Strand asked that articles for *The Apache Scout* reflect a close link between the two organizations. Coordinator Lacapa reminded the members that FTF is the grantor and may not always have its name reflected. Member Thompson concurred that we need name recognition. Coordinator Lacapa stated FTF is creating a system, not just funding, and that each provider will meet monthly as a consortium of providers. Member Strand moved that we accept Johns Hopkins three proposed modifications with the condition that FTF be added to promotional materials. Member Massey, Jr., seconded the motion; the motion passed 6:0:0.

**6. Alchesay High School FCCLA (Family, Career and Community Leaders of America) Presentation:** Ms. Claude Endfield, Member of the Advisory Council for the Early Childhood Program at Alchesay High School, presented on behalf of Laurel Endfield, Club Advisor. Ms. Endfield shared a copy of the agenda for the Apache Families First Conference that was held in March 2009 and organized by FCCLA. Ms. Endfield stated the presenters were all volunteers and there were 62 attendees who received college credit. The FCCLA students would like to continue this effort.

a. **Question:** Coordinator Lacapa asked for clarification regarding the advisory board.

**Answer:** Members Kaytoggy and Strand are on the Advisory Board for ABC Day Care.

b. **Question:** Chair Burnette asked what happened once a presentation room was filled.

**Answer:** Ms. Endfield said the students referred those people to other rooms.

**c. Comments:** Coordinator Lacapa reminded the members that they had requested more information as to FCCLA's ability to organize a program and also reminded them that this program must be held on the high school campus. She further stated that FTF cannot supplant so FCCLA would have to add to or change the program.

**d. Question:** Member Strand asked about the dollar amount.

**Answer:** Coordinator Lacapa stated there is \$8,000 slated for this program for FY2010.

**7. Child Find Presentation:** Coordinator Lacapa reviewed the handout/proposal from Child Find and stated this proposed program is to target teens and involve 350-500 participants. Presenters would be from BIA, IHS, NAU, etc.; topics would be related to child research. Child Find is considering late fall (2009) for this program and would like to charge \$20-\$30 per attendee, plus they plan to allot 30 scholarships. This would be held at HonDah Resort for two days with a total proposed expenditure of \$12,500.

**a. Question:** Chair Burnette expressed concern about the attendance fee and asked if there was transportation planned or if the presenters are known yet.

**Answer:** Coordinator Lacapa stated the fee could be removed, there is no transportation in the proposal, and the presenters have not been determined yet.

**b. Question:** Chair Burnette asked if Members Kaytoggy and Strand have a conflict of interest.

**Answer:** Coordinator Lacapa explained what conflicts of interest are and stated since there is no gain from this for either of them, there is no conflict; however, if Member Laurel Endfield was present, she would have a conflict.

**c. Question:** Member Strand asked if the funding could be split.

**Answer:** Coordinator Lacapa stated the funding could go to one provider or could be split.

**8. Discussion and Possible Approval of the Government-to-Government Agreement for Community Awareness/Early Childhood Conference:** Discussion was held regarding splitting the funding between FCCLA and Child Find because of the benefits that each organization offers to the community. There was still concern over the transportation issue and the attendance fee.

**a. Question:** Member Massey, Jr., asked Ms. Endfield if FCCLA could do a program with \$2,000 funding.

**Answer:** Ms. Endfield stated their initial conference was done with basically no funding except for out-of-pocket costs, so she felt they could do the conference on that amount of money.

**b. Comments:** Member Clendon felt FCCLA would attract the teen population. Chair Burnette asked that Child Find take the attendance fee off and felt \$6,000/\$2,000 is a good split.

After further discussion, Member Strand moved that FTF provide the following funds to the community: \$6,000 to Child Find and \$2,000 to FCCLA with a cap on Child Find's conference charge to \$20/person. Member Thompson seconded the motion; motion passed 6:0:0.

Coordinator Lacapa stated she would write up the contracts, get them submitted and hopefully have them approved and funded by August 1, 2009.

**9. Discussion and Possible Approval of Non-Awarded Early Literacy Funds for FY2010:** Coordinator Lacapa reviewed the options that are available for the \$100,000 in Early Literacy funds:

**a.** Reposting the RFGA

**b.** Doing a Government-to-Government Agreement

**c.** Carry-over for FY2011

Coordinator Lacapa reminded the members of the \$29,000 they had moved from this strategy's funding for the food boxes and that the FY2011 funding is still \$129,000.

**a. Question:** Member Clendon asked if the money would be lost if it was carried over.

**Answer:** Coordinator Lacapa confirmed that once funds are given to regions, they cannot be taken away.

**b. Question:** Member Strand asked if the funds could be specifically used for a half year.

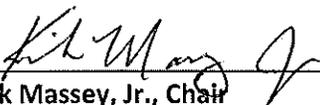
**Answer:** Coordinator Lacapa reviewed the RFGA posting process, which would mean the funds may not be available until February or March and then the grantee would only have a few months to do the work.

After further discussion, Member Thompson moved that we carry the funds over to the next fiscal year. Member Strand seconded the motion; the motion passed 6:0:0.

*Chair Burnette called for a break at 11:35 a.m. and reconvened the meeting at 11:43 a.m.*

- 10. Coordinator's Report:** Coordinator Lacapa stated there are not a lot of community meetings currently; however, she is still submitting articles to *The Apache Scout*.
- 11. Review of Regional Partnership Council Member Terms:** Coordinator Lacapa reviewed the terms for each member and informed them that the State Board has reviewed the attendance policy for Regional Partnership Council Members. Currently, the policy states that a member will be removed after three unexcused absences but they are considering changing that to three excused or unexcused absences. Coordinator Lacapa asked if members would give advance notice if they are unable to complete their terms. Member Thompson stated he will be going back to school and will only be able to attend through July or August, 2009.
- 12. Discussion and Possible Regional Partnership Council Elections for Chair and Vice Chair:** Each member present cast his/her vote for Chair and Vice Chair positions. The outcome is as follows:
  - a. Chair – Kirk Massey, Jr.
  - b. Vice Chair – Dr. Timothy Strand
- 13. Items for the Good of the Order:** Coordinator Lacapa informed the members that the University Consortium will be here in July or August to give a presentation. Also, she thanked Chair Burnette and Vice Chair Smith for their roles for the past year.
- 14. Adjourn:** Having no further business, Chair Burnette adjourned the meeting at 12:06 p.m.

**Approved:**

  
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Kirk Massey, Jr., Chair

  
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Rochelle Lacapa, Coordinator