



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## Arizona Early Childhood Development & Health Board

### Draft Meeting Minutes

#### Day One

June 11, 2012

#### Call to Order

The Regular meeting of the First Things First – Arizona Early Childhood Development and Health Board was held on Monday June 11, 2012, beginning at 10:00 a.m. and Tuesday June 12, 2012 beginning at 8:30 a.m. The meeting was held at First Things First, 4000 N. Central Avenue, Suite 800, Phoenix, Arizona 85012.

Chair Lynn called the meeting to order at approximately 10:05 a.m.

#### Members Present:

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

#### Ex-Officio Members Present:

John Huppenthal, Mary Ellen Cunningham, and Molly Bright

#### Conflict of Interest

Chairman Lynn asked the Board members if there were conflicts of interest regarding items on this agenda. There were no conflicts at this time.

#### Call to the Public

There were no calls to the public at this time.

#### Consent Agenda

A motion was made by Member Thompson to approve the Consent Agenda, seconded by Member Mathis Basha. Motion carried.

#### CEO Report/Update

Rhian Evans Allvin, Chief Executive Officer updated the Board on the following items;

Ms. Allvin reported that she attended a National Governors Conference in Washington DC, along with the Governors support staff.

Ms. Allvin updated the Board on the progress of the Summit and that expected attendance is 600.

Ms. Allvin announced that Dr. Aaliyah Samuel accepted the position of Sr. Director of Family Support and Literacy.

Ms. Allvin announced that she is working on scheduling her annual trips around the state to visit with councils and that the Board is welcome to attend.

### **Tobacco Revenue Projection Report**

Josh Allen, CFO/COO, presented to the Board an overview and objective of the efforts of the tobacco revenue projection. Dr. Anthony Evans and Dr. Tim James with L. William Seidman Research Institute, W.P. Carey School of Business at Arizona State University, presented to the Board their assessment of tobacco tax revenue forecasts from 2011-2030 and a revenue forecasting model.

A motion was made by Member Thompson to accept the tobacco revenue report as presented, seconded by Member Mathis Basha. Motion carried.

### **Revised Sustainability Model**

Mr. Allen presented to the Board a revised sustainability model for the Board's review on how current revenue projections, and carry forward balances are weighted in relation to expenditures levels and ongoing program sustainability considerations.

A motion was made by Member Thompson that First Things First continues to use sustainability modeling that maintains program spending while, over time, draws down organizational fund balance as described in the fourth sustainability model, seconded by Member Saunders. Motion carried.

### **FY2013 Budget Presentation**

Mr. Allen presented to the Board an update on the FY2013 budget for their review.

A motion was made by Member Thompson to accept the FY2013 budget update and revisions as presented, seconded by Member Burns. Motion carried.

### **Quality First Appeal and Corrective Action Policies**

Ginger Sandweg, Director of Quality First, presented to the Board for second reading the Quality First Appeal and Corrective Action Policies.

A motion was made by Member Thompson to approve the CEO recommendations of the Quality First Appeal and Corrective Action Policies as presented, seconded by Member Mathis Basha. Motion carried.

### **Quality First Report**

Dr. Roopa Iyer, Director of Data Operations and Analytics, provided to the Board an updated report and analysis of Quality First data, including enrollment data and estimated quality ratings on 764 providers.

### **SFY13 Statewide and Multi-Regional New and Renewal Agreements and Amendments**

Karen Woodhouse, CPO and Michelle Katona, CRO, presented to the Board the SFY13 statewide and multi-regional new and renewal agreements and amendments.

A motion was made by Member Thompson to approve the CEO recommendations of all the proposed agreements, amendments and funding levels as presented, seconded by Member Saunders. Motion carried.

### **Grant and Contract Renewals**

Mr. Allen presented to the Board 108 FY2012 contracts for renewal totaling \$78 million in FY2013 awards.

A motion was made by Member Thompson to approve the grant and contract renewals as presented, seconded by Member Patterson. Motion carried.

### **Regional Partnership Council Appointments**

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

### **Governance Policies-Third Reading**

Ms. Allvin presented to the Board the third reading of Governance Policy 2-101 for discussion and possible approval.

A motion was made by Member Mathis Basha to approve the Board Governance Policy 2-101 as presented, seconded by Member Patterson. Motion carried.

### **Board Governance Strategic Priorities**

Ms. Allvin presented to the Board Governance Strategic Priorities for discussion and possible approval.

A motion was made by Member Thompson to accept the CEO recommendation for the consolidated report and organizational strategic and tactical plan as presented, seconded by Member Patterson. Motion carried.

### **Election of Officers**

A motion was made by Member Thompson to appoint Steve Lynn as Board Chair, seconded by Member Patterson. Motion carried. Member Lynn abstained.

A motion was made by Member Mathis Basha to appoint Dr. Eugene Thompson as Board Vice Chair, seconded by Member Patterson. Motion carried. Member Thompson abstained.

### **RFGA Recommendations**

A motion was made by Member Thompson to move into Executive Session at approximately 1:50 p.m., seconded by Member Burns. Motion carried.

A motion was made by Member Thompson to return to Regular Session at approximately 2:17 p.m., seconded by Member Burns. Motion carried.

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

The meeting recessed for the day at approximately 2:20 p.m.

**Day Two**  
**June 12, 2012**

Chair Lynn resumed the meeting at approximately 8:35 a.m.

**Members Present:**

Steve Lynn, Dr. Eugene Thompson, Nadine Mathis Basha, Dr. Pamela Powell, Vivian Saunders, Gayle Burns, and Janice Decker

**Members Absent:**

Cecil Patterson

**Ex-Officio Members Present:**

John Huppenthal, Mary Ellen Cunningham, and Molly Bright

**National Research and Evaluation Advisory Panel Report**

Ms. Allvin presented an overview of the creation of the National Research and Evaluation Advisory Panel to the Board. Dr. Greg Duncan, National Panel Member presented their findings and recommendations to the Board regarding framework for research and evaluation.

A motion was made by Member Thompson to accept the report of the panel, seconded by Member Saunders. Motion carried.

**General Discussion**

There was no general discussion at this time.

**Next Meeting**

The next meeting will be meeting will held on July 31, 2012, telephonically from Phoenix, Arizona

**Adjourn**

With there being no further business the meeting adjourned at approximately 9:55 p.m.