



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

### NORTH PHOENIX REGIONAL PARTNERSHIP COUNCIL

1. **CALL TO ORDER:** The regular meeting of the First Things First North Phoenix Regional Partnership Council; Arizona Early Childhood Development and Health Board was held on Tuesday, August 9, 2011 in the Governing Board Room at the Washington Elementary School District located at 4650 West Sweetwater, Glendale, Arizona 85304

Chair Cindy Hallman called the meeting to order at 4:34 pm.

**Members Present:** Cindy Hallman, Chair; Connie Robinson, Vice Chair; Bill Adams, School Administrator; James Emch, At Large; Mindy Zapata, Child Care Provider; Willette Watts, Faith Based; and Jenna Goad, Parent.

**Members Not Present:** Barbara Nicol, At Large.

**Quorum:** Established.

**Staff Present:** Karen Yearwood, Regional Director; Briggetta Hawks, Administrative Assistant; Michelle Katona, Chief Regional Officer; Tracey Craig, Senior Director; Lindsay Kaid, Fiscal Specialist; Kathy Rice, Lead Fiscal Specialist; and Marlene Moreno, Community Outreach Coordinator.

2. **CONSENT AGENDA:** Included in an e-packet prior to the meeting was the special meeting minutes of July 15, 2011 for consideration.

**Motion:** Member Jenna Goad moved to approve the regular meeting minutes of June 14, 2011, second by Member Connie Robinson, all in favor, no discussion; motion carried.

3. **CALL TO THE PUBLIC:** **Bruce Liggett. Arizona Child Care Association:** Presented to the Council an update on the impact of the State budget cuts on the child care subsidy. **Susie Sanson, Susie's Mama Bear Daycare:** Ms. Sanson thanked the Council for scholarships and raised the question as to why scholarships were not provided for the age range of 0-2. As a result of information given by Mr. Liggett on cuts, the Council requested that Mr. Liggett be placed on the next agenda.

4. **CALL TO THE PRESENTERS:** Mila Valle, Program Director for Choices for Families through Child and Family Resources presented to the Council an update on her program. Ms. Valle also brought in a recipient of services who let the Council know how the program changed her life. Chair Hallman thanked Ms. Valle and her guest for the information provided.

5. **COUNCIL MEMBER RECOGNITION:** Member Jenna Goad was presented a certificate for her dedicated service as chair for the last year; and Member and now Chair Cindy Hallman for her service as the Vice Chair last year. A Certificate was also available for Sally Downing who stepped down from her position on June 28, 2011. Ms. Downing was recognized for her service from 2008 through 2011.

6. **2012 IMPLEMENTATION:** Regional Director Karen Yearwood provided the Council an update on the following: **Family Resource Centers: the Washington Elementary School District Family Resource Center** is up and running and will hold their grand opening on Thursday, August 25, 2011 from 5:00 – 6:00 pm. Member Connie Robinson will attend on behalf of the Council. All Council Members were provided an invitation to attend the grand opening. **Paradise Valley School District Family Resource Center:** Currently in negotiations for an Inter-Governmental Agreement and hope to have the revised document by the middle of the month in time to go to the State Board for their consideration at their September meeting. **Deer Valley Family Resource Center:** Staff is currently reviewing the initial proposal for the Inter-Governmental Agreement that was received on Friday, August 5, 2011. The hope is to have the proposal go to the Board for their consideration in September. Member Jenna Goad asked for the approximate location of the Deer Valley and Paradise Valley locations. Regional Director Yearwood will provide the requested information to the Council as soon as she has it. Member Jenna Goad volunteered to review the Deer Valley Family Resource Center Inter-Governmental Agreement on behalf of the Council. **Family Resource Center Request for Grant Application (RFGA):** Director Yearwood advised that she and Coordinator Moreno have been doing outreach in the faith based community to let them know that there will be an RFGA going out on August 28, 2011 for a Family Resource Center. The review process has been scheduled for this RFGA and Member Mindy Zapata volunteered to participate on behalf of the Council. The review date and time will be forwarded to Member Zapata. Director Yearwood advised the Council that the action needed at this meeting if the Council so chooses is to direct staff to release an RFGA for a Faith-Based Family Resource Center not to exceed one hundred and fifty thousand dollars (\$150,000.00).

**Motion:** Member Bill Adams moved to direct staff to release an RFGA for a faith-based Family Resource Center in an amount not to exceed one hundred fifty thousand dollars (\$150,000.00); second by Member James Emch, all in favor, no discussion; motion carried.

**Oral Health:** Director Yearwood provided the Council with an update that the Board approved the Inter-Governmental Agreement with Maricopa County Department of Public Health in an amount not to exceed four hundred eighty two thousand eight hundred seven dollars (\$482,807.00) for the provision of oral health services in North Phoenix at their July 19, 2011 meeting. Oral Health Services will begin in September 2011.

7. **FINANCIAL OVERVIEW:** **Quarter 3 SFY 2011 Grantee Performance:** Director Yearwood advised that this was an update as an extensive review based on the quarter 2 data was done during the renewal process. Karen provided the Council a brief overview of the Quarter 3 data. Director Yearwood pointed out that one of the grantees, Valley of the Sun United Way (VSUW) during the renewal process was asked questions before the renewal was granted based on their performance measures. VSUW will still fall below their target service numbers for SFY 2011. First Things First will continue to monitor this

grantee and for SFY 2012, Targeted Approach Literacy will adjust their schedule to allow for more participation across the grant year rather than waiting and trying to do all of their sessions at the same time.

The Council expressed their concerns around underperformance and would like a better way to track grantee performance. Member Emch expressed his frustrations around working with data that is a quarter behind. Member Adams expressed his concern around getting more up to date information on units served by grantee. Vice Chair Robinson asked if there is an evaluation process to capture performance.

Senior Director Craig explained that the Request for Grant Application outlines the performance measures and key measures that each grantee must achieve. The grantee then goes through an orientation process for the data reporting. Grantees can report monthly, but the data is pulled quarterly and provided to Councils. Based on the report provided at this meeting, Senior Director Craig can see that 2-3 grantees are not performing, but the majority of grantees are meeting or exceeding standards.

Chair Hallman suggested getting the reports out prior to the packets going out so that Members of the Council can have time go over the data and better digest the data prior to the meeting, and if there are issues with performance, the grantee can be invited to present to the Council.

Member Mindy Zapata requested that the Director's Report at monthly meetings include a financial and data status update on the under- performing grantees.

Member Jenna Goad would also like to see what the funding was for the renewal of each grantee – did we keep the grantee at the same level of funding, was there an increase in the amount awarded for the grantee? Did the Council increase or decrease the service numbers?

**SFY 2011 Year End Projection:** With Members having to leave the meeting early, Director Yearwood recommended the Council only spend 10-15 minutes on this item. Lindsay Kaid, Fiscal Specialist, and Kathy Rice, Lead Fiscal Specialist were introduced to the Council. They have taken the place of Dana Browning who has been re-assigned. Lindsay provided a snapshot of SFY 2011 rolling into SFY 2012. Grantees are required to submit all reimbursements by August 15, 2011 at which time finance will have a better understanding of what the total carry forward will be.

Member Adams would like to see how North Phoenix compares to other Councils for unexpended funds.

Director Yearwood advised that the next meeting will be spent looking at the SFY 2012 funding plan and making any changes or revisions that the Council would like to make.

**8A. REGIONAL BOUNDARIES:** Chief Regional Officer Michelle Katona addressed the Council and answered questions pertaining to the regional boundary review and advised the Council that the State Board will consider boundary issues during the summit. Ms. Katona addressed the following recommendation that is contained in the report:

***Move the Glendale portions of zip codes 85302, 85304, 85306 from North Phoenix Region to Northwest Maricopa Region***

By shifting the portions of these three zip codes that comprise sections of Glendale, the city would be wholly included in one region, and resources utilized by families living within Glendale are likely to be more accessible to them. This aligns with the guiding principles established in 2007 when the first regional boundaries were determined:

- They should reflect the view of families in terms of where they access services
- They should coincide with existing boundaries or service areas of organizations providing early childhood services
- They maximize the ability to collaborate with service systems and local governments, and facilitate the ability to convene a Regional Partnership Council
- They allow for the collection of demographic and indicator data

Below are estimates on the population and funding level changes with this recommendation.

	POPULATION 0-5 (2009)	POVERTY POPULATION 0-5 (2009)	Total Allocation
North Phoenix	67,104 to 58,686	11,132 to 9,876	\$10,380,683 to \$9,147,921
Northwest Maricopa	52,125 to 60,543	9,359 to 10,616	\$8,415,524 to \$9,648,780

Dr. Walsh convened the North Phoenix and Northwest Maricopa Regional Council Leadership and staff to review the findings and discuss the recommendation. Members of the North Phoenix Regional Council expressed the following concerns regarding this change:

1. We are in our infancy as an organization, hardly getting the dollars out, and therefore it is too soon to make this change
2. This may address a problem that is really not a problem, more information is needed
3. There is a concern that this will de-motivate us as a region
4. Alignment along city boundaries should occur across Phoenix as there are a few City of Phoenix zip codes that are included in Northwest Maricopa

Ms. Katona thanked the Council for their input. A final recommendation will be made to the Board during the Summit.

Parent Member Jenna Goad left at 6:10 pm.

**8B. MARICOPA COUNTY COORDINATION:** First Things First and Virginia G. Piper Charitable Trust share a common goal to improve the coordination and integration of programs, services and resources for young children and their families, and to leverage resources that enhance the ability to deliver high

quality supports for children in Maricopa County. On May 12, 2011 Chair Hallman joined other Maricopa County Regional Council Members for a facilitated discussion and sharing of perspectives on what coordination and collaboration could look like for early development and child health, and identify possible approaches to improving and strengthening coordination across all the Maricopa Regional Partnership Councils. Among the many benefits of collaboration and coordination include avoidance of duplicative services and identification of gaps.

It was decided that each Regional Council will look at the talking points on the background sheet and decide if the identified priorities are the correct ones; Community Awareness and Leveraging Funding as priority areas from the list of collaboration opportunities ; and if the Council opts to identify a representative to attend on behalf of the Council in future discussions. Member Mindy Zapata agreed that the identified priorities are the correct ones. Chair Hallman advised that she will only be available for one day of the summit. Chief Regional Officer Michelle Katona advised that the plan is to have the meeting when the summit is over in the range of 3:00 – 5:00 pm on Tuesday, September 30, 2011. If the plan does not work out for Tuesday, the collaboration group will convene sometime after Labor Day.

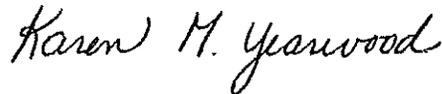
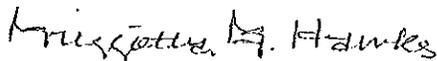
**Motion:** Member Bill Adams moved to appoint Chair Cindy Hallman as the representative on behalf of the Council for Maricopa County Coordination, second by Vice Chair Robinson, all in favor, no discussion; motion carried.

**7C. SFY 2013 FUNDING PLAN DEVELOPMENT:** Director Yearwood and Chair Hallman pointed out and encouraged the Council to review the power-point provided in Council Packets which will give the Council an overview of some of the details that the Council will receive at the summit regarding the indicators. The indicators will be approved and voted on at the summit and will be important as the Council starts planning for SFY 2013 funding. The Council will need to align the funding plan and strategies with the indicators.

**11. ADJOURNMENT:** Member Bill Adams moved to adjourn the regular meeting, second by Member Willette Watts, all in favor, no discussion; motion carried.

RESPECTFULLY SUBMITTED

APPROVED



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Briggetta Hawks, Administrative Assistant

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Karen M. Yearwood, Regional Director

COUNCIL APPROVAL



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Cindy Hallman, Chair