



## FIRST THINGS FIRST

### Arizona Early Childhood Development & Health Board

#### Draft Meeting Minutes

##### Call to Order

The regular meeting of the First Things First – Arizona Early Childhood Development and Health Board was held on June 15, 2010 at 8:30 a.m. The meeting was held at the First Things First office, 4000 N. Central Avenue, Suite 800, Phoenix, Arizona 85012.

Chair Lynn called the meeting to order at approximately 8:35 a.m.

##### Members Present:

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

##### Members Absent:

Vivian Saunders

##### Ex-Officio Member Designee's Present:

Amy Corriveau, 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. Member Mathis Basha stated a possible conflict with the consent agenda.

##### Call to the Public

There were no calls to the public.

##### Consent Agenda

A motion was made by Member Patterson to approve the Consent Agenda, seconded by Member Saunders. Member Mathis Basha recused herself from the vote due to a potential conflict of interest. Motion carried.

##### Board Member Report/Update

Member Patterson reported that on June 2, 2010, he and Director Allvin met with representatives of local area organizations on the topic of community outreach, and will be scheduling additional meetings on July 30, 2010.

Member Saunders reported that she attended the AAIEYC (Arizona Association for the Education of Young Children) banquet at the Heard Museum recently and has been asked to participate on the panel to interview for the First Things First Tribal Liaison position.

##### System Building Work Session

Karen Woodhouse, Deputy Director, facilitated the work session during which the Board briefly reviewed the work done to date, including the priority roles, outcomes and benchmarks. The Board then reviewed the proposed system outcomes and provided feedback.

##### University Consortium Presentation

Dr. Ron Marx, Arizona Board of Regents, University Consortium, presented to the Board on the First Things First external evaluation. Dr. Marx presented an overview of the evaluation studies project status, kindergarten readiness, family community case studies, First Things First system outcomes and next steps.

## **Finance**

Josh Allen, Deputy Director of Operations, updated the Board on the FY2010-2011 budgets and presented to the board recommended revisions to the FY2010-2011 budget. Mr. Allen also presented the FY2012 budget for review. The Board directed staff to go forward with their analysis.

A motion was made by Member Patterson that the Board authorize First Things First staff to shift the necessary amount of non-regional program expenditures to the Administration Cost Center, so that the remaining non-regional program expenditures do not exceed \$13.5 million (or 10% of the allotted statewide program funds for FY2010), seconded by Member Mathis Basha. Motion carried.

A motion was made by Member Patterson that the Board approve the revised FY2011 Budget recommendations as presented by staff that includes:

1. a reduced base budget of \$135 million to align with revised tobacco tax projections;
2. a revised base budget and net reduction to the administrative cost center;
3. revised statewide and regional program allotments based on the reduced tobacco tax projections;
4. the use of \$1,946,594 of fund balance from the administrative cost center in support of expenditures which are one time in nature;
5. the use of \$20 million of fund balance from the program cost center to be distributed between statewide and regions so as to ensure continuity of service;
6. the use of FY2010 regional fund balances to be carried forwarded within the region in which it was generated, and combining those dollars with other revenues to establish a revised FY2011 regional allocation; and
7. the use of \$7,351,653 in evaluation costs to be distributed among regions and to be paid from the Board's discretionary spending allotment.

## **RFGA Renewals**

A motion was made by member Powell to approve all contract renewals as proposed by staff and Regional Partnership Councils, seconded by Member Patterson. Motion carried.

## **Nomination and Vote for Chair and Vice Chair**

A motion was made by Member Mathis Basha to elect Steve Lynn as Chair of the First Things First Board for Fiscal Year 2011, seconded by Member Powell. Motion carried.

A motion was made by Member Mathis Basha to elect Eugene Thompson as Vice Chair of the First Things First Board for Fiscal Year 2011, seconded by Member Saunders. Motion carried.

## **Approval of FY2011 Board Meeting Calendar**

A motion was made by Member Powell to approve the FY2011 Board meeting calendar, seconded by Member Mathis Basha. Motion carried.

## **Governance – First Reading**

Director Allvin reviewed amendments to the Governance Charters and presented the new Communications Charter for first reading.

- 1-115 Executive Committee Charter-Amended;
- 3-101 Program Committee Charter-Amended;
- 4-501 Finance and Audit Committee Charter-Amended; and
- 5-101 Communications Committee Charter-New

## **Executive Session**

A motion was made by Member Patterson to go into Executive Session to discuss records exempt from public inspection regarding RFGA recommendations; to discuss personnel items and or to obtain legal advice regarding Regional Council applicants; and to obtain legal advice regarding legislatively directed salary cuts for state employees, seconded by Member Burns. Motion carried at approximately 12:30 p.m.

A motion was made by Member Saunders to return to Open Session at approximately 1:33 p.m., seconded by Member Powell. Motion carried.

## **RFGA Recommendations**

A motion was made by Member Powell that the Board approve the Regional Council RFGAs as recommended by regional councils and staff, seconded by Member Saunders. Motion Carried.

**Appointment of Regional Council Applicants**

A motion was made by Member Mathis Basha that the Board approve the appointments for the following Regional Councils:

- |                                           |                              |
|-------------------------------------------|------------------------------|
| North Phoenix                             | Cochise                      |
| Central Phoenix                           | North Pima                   |
| South Phoenix                             | Central Pima                 |
| Gila River Indian Community               | South Pima                   |
| Yavapai                                   | Santa Cruz                   |
|                                           | Tohono O’odham Nation        |
| Northwest Maricopa                        | Pascua Yaqui Tribe           |
| Southwest Maricopa                        | Cocopah Tribe                |
| Northeast Maricopa                        | Yuma                         |
| Central Maricopa                          | Colorado River Indian Tribes |
| Southeast Maricopa                        | LaPaz/Mohave                 |
| Salt River Pima Maricopa Indian Community | Hualapai Tribe               |
|                                           |                              |
| Gila                                      | Coconino                     |
| San Carlos Apache                         | Navajo Apache                |
| Pinal                                     | White Mountain Apache Tribe  |
| Graham/Greenlee                           | Navajo Nation                |

Seconded by Member Patterson. Motion carried.

**Executive Director Report**

Rhian Evans Allvin, Executive Director, reported to the Board that we now have the first class of TEACH scholars that received their Child Development Associate Certificates from Pima Community College.

**General Discussion**

Chairman Lynn wanted to urge the community to vote in November and urged the Board members to try and schedule community meetings to help the community understand the issues.

**Next Meeting**

The next meeting is scheduled for August 31, 2010 and will be held at the Mesa Convention Center, Mesa, Arizona.

**Adjourn**

There being no further discussion the meeting was adjourned at approximately 2:05 p.m.

