



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

## Meeting Minutes

### **#1. Call to Order/Welcome**

The Regular Meeting of the First Things First Santa Cruz Regional Partnership Council was held on Monday September 09, 2013 at the Santa Cruz Valley Unified School District Office Board Room, 570 Camino Lito Galindo, Rio Rico, Arizona 85648. Chair William Kirkpatrick welcomed everyone and called the meeting to order at 3:32 p.m. He thanked Mr. Rod Rich, District Superintendent, for the meeting space. He welcomed and thanked Senior Director Erin Lyons. He asked each member to introduce themselves, identifying their seat and welcomed new member, Karen Guilmette who will fill the Educator seat.

### **Members Present**

Chair William Kirkpatrick, Vice-Chair Karen Woodford, Dr. Melisa Lunderville, Danna Gallardo, Karen Guilmette and Lee Vellom.

### **Members Attending Telephonically**

None

### **Members Absent**

Renee Travers-Huerta, Veronica Santillo, Anna Lepa

### **#2. Approval of Minutes**

Chair Kirkpatrick directed everyone to the draft of the minutes of July 22, 2013 and asked if there was a motion to approve. Member Lunderville so moved, Member Vellom seconded the motion. Motion carried.

### **#3. Call to the Public**

None

### **#4. Family Support Regional Evaluation: Presentation of Initial Findings**

Chair Kirkpatrick introduced Eric Hazard and Allison Wolpoff from Harder & Company, who were awarded the Family Support External Evaluation Study. They supplied a handout of their Power Point presentation which provided an overview of their preliminary findings. The study followed the format of Vision, Strategies and Outcomes with dimensions of evaluation ratings on Design, Capacity, Implementation, Effectiveness, Systems and Resources. The four results possible were Emerging, Established, Advanced and Not-Rated. Questions were answered. The final version of the study will be available in late fall.

### **#5. Presentation and Discussion: Regional Benchmarking School Readiness Indicator #2**

Regional Director Francisco Padilla reminded everyone that each Regional Council must establish benchmarks by April 2014 based on their chosen indicators. He introduced Dr. Amy Kemp, First Things First Consultant, who began by stating the original questions asked by First Things First as "What do children need?" and "What is First Things First role in accomplishing them?" She provided the Santa Cruz Regions Indicator 2 data sheet and worksheet to explain the current status of Indicator 2 in the Santa Cruz Region which is "Number and percentage of children enrolled in an early care and education program with a Quality First rating of 3-5 stars". She explained that star levels would increase over time based on the coaching and incentives. Star ratings are 1 through 5 with 5 being the highest. This indicator would have 2 Benchmarks, A&B. Benchmark A, the % of children enrolled in an early care and education program with a Quality First rating of 3-5 stars beginning in 2020. Benchmark B would reference Santa Cruz Region's #/% of all children (birth-5 years) enrolled in a regulated early care and education program are in a Quality First program with a rating of 3-5 stars beginning in 2013. Benchmarks needed to be both obtainable and aspirational. Questions were asked and answered; Regional Director Padilla said that this would be an item on next month's agenda for discussion and possible action.

**#6. Discussion: Fiscal Year 2015 Santa Cruz Strategic Planning**

Regional Director Padilla reminded the Regional Council that annually they enter into Funding Plan season and along with that Strategic Planning. Because SFY15 will be the third year of the 3 year funding cycle, no changes are anticipated, but they must examine the data to see if any corrections are needed. He offered a copy of the existing Funding Plan and advised that the SFY2015 allocations are not yet released beyond estimates.

His comments on system building referred to positive steps as seen through Family Support grantee collaborations and opportunities such as a coalition or forum comprised of birth to five service providers. He reminded everyone that one of the outcomes of the community workgroup in July was the suggestion to create a forum or coalition for those involved in providing services for or working with the birth to 5 population. The Regional Council gave an informal directive to Regional Director Padilla to proceed.

**#7. Discussion & Possible Action: Governance Policy 2<sup>nd</sup> Read**

The Council was reminded that at their May meeting the opportunity for changes to their Governance Policy were announced. There was a second reading at the July 22<sup>nd</sup> meeting. No other changes have been requested a motion to approve the Governance Policy as presented was made by Vice-Chair Woodford, seconded by Member Vellom. Motion carried.

**#8. Regional Director's Report**

Regional Director Padilla referred to the provided Expenditure Report and explained each entry. He also reviewed the Data and Narrative Reports which covered FY2013 Quarter 4. He provided updates on the recent First Things First Summit, the annual local First Things First Celebrates the Young Child Event scheduled for February 2014, and the State Board meeting that will be held in Tucson in December. He explained an award had been made to the Arizona Alliance of Community Health Centers for the Statewide RFGA for Communities of Practice. They will be tasked with bringing together all of the First Things First grantees.

**#9. Regional Council and Staff Announcements**

Administrative Assistant Susan Faubion asked if anyone could assist in making the new Santa Cruz County Building in Rio Rico available for Regional Council meetings, their attempts had been unsuccessful. Senior Director Lyons announced that Regional Director Padilla would celebrate his first year with First Things First on September 10 and Administrative Assistant Faubion would celebrate 5 years on September 22<sup>nd</sup>.

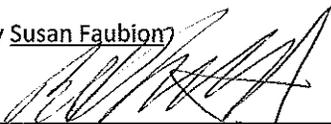
**#10. General Discussion**

None

**#11. Meeting Reminder/Adjourn**

Chair Kirkpatrick reminded everyone that the next meeting would be held on October 7, 2013 at 3:30 p.m., at the Santa Cruz County Complex, Courtroom A, 2150 N. Congress Dr. Nogales, AZ 85621. Member Gallardo made a motion to adjourn seconded by Member Guilmette, motion carried, the time was 6:11 p.m.

Submitted by Susan Faubion

Approved by 

Dated this 7 day of Oct, 2013