



FIRST THINGS FIRST

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Arizona Early Childhood Development & Health Board

Navajo/Apache Regional Partnership Council Meeting

DRAFT Meeting Minutes

A Regular Meeting open to the public was held on Wednesday, August 14, 2013 beginning at 3:00 p.m. The meeting was held at the Frontier Conference Room, Navajo County Public Health Complex, 600 South 9th Place, Show Low, Arizona 85901.

Welcome/Introductions/Call to Order

Vice Chair Meyer called the meeting to order at approximately 3:15 as Chair Mannis was delayed.

Members present: Vice Chair Meyer, Dr. Jeff Northup, Kristalei Baskins, Dr. Cathy Taylor, Linda Thompson, Claude Endfield, Betsy Peck, Nestor Montoya, Kirk Grugel, Chair Mannis.

Members absent: Margie Tapia

FTF Staff present: Virginia Turner, Charlene Surber, Michelle Pansulla, Kathy Bunker

Approximately 30 guests including regional grantees and members of the public were present.

Vice Chair Meyer told the Regional Council and members of the public that the Grantee Forum would be immediately after the business meeting.

Member Report and Updates

Vice Chair Meyer asked if any Regional Council members had anything to report. Member Thompson reported that the Naomi House foster care group is now moved into their new facility at Navajo, near Sanders, Arizona.

Member Endfield reminded the Regional Council and members of the public about the Early Childhood Fair on October 5, 2013.

Call to the Public

There were no calls to the public received.

Disclosure of Conflicts

Vice Chair Meyer asked the Regional Council to look at the agenda and declare any conflicts of interest on any agenda items.

Conflicts of interest were received by Dr. Jeff Northup for Agenda Item #7, Leslie Meyer for Agenda Item #7, Claude Endfield for Agenda Item #7, and Betsy Peck for Agenda Item #7.

Presentation, Discussion and Approval of July 10, 2013 Regular Meeting Minutes

Vice Chair Meyer asked for a motion for the July 10, 2013 minutes. Member Taylor moved to approve the July 10, 2013 Meeting Minutes as presented. Member Thompson seconded, motion passed.

Presentation and Discussion of Applied Survey Research Data Plan

Vice Chair Meyer introduced Susan Brutschy and Abigail Stevens from Applied Survey Research and turned the discussion over to them to present the Data Plan and Timeline to the Regional Council. Ms. Brutschy gave a brief overview of the proposed regional indicators by report area, the data sources used to measure those indicators and the proposed timeline for data collection. She said that together with the Council they have determined that identifying information by School District as much as possible would give the best snapshot of the "neighborhoods" within the Navajo/Apache Region. Abigail (Abbie) Stevens from ASR presented the Regional Council with the work plan and timeline for obtaining and reporting the data. She said that they are working with a local parent coordinator for the face-to-face parent surveys to be completed in the Region. ASR plans to attend the Sweet Corn Festival August 31, 2013 and the Early Childhood Fair on October 5, 2013. They hope to have much broader reach this year due to the networking of the grantees and other community members.

Agenda Item #7 was postponed until Chair Mannis arrived at approximately 4:00 p.m. to Chair this item. Vice Chair Meyer continued on with the rest of the Agenda moving to the report of the Community Outreach Coordinator next.

Presentation, Discussion and Possible Approval of RFGA Review Committee Recommendations for: #FTF-Regional Council015-14-0474-00 Community Based Professional Development for Early Care and Education Professionals

Chair Mannis read the Executive Session instructions aloud and asked for a motion to move to Executive Session. Members Northup, Meyer, Endfield and Peck recused themselves due to conflict of interest due employment with the applicant or one of the sub-contractors. Member Grugel moved that the Regional Council go into Executive Session, pursuant to ARS 38-431.03 (A) (1) and ARS 38-431.03 (A) (3), for purposes of discussing the recommendations of the RFGA Review Committee. Member Taylor seconded, motion passed. The Regional Council moved to the large meeting room in the White Mountain Complex, next to the Public Health Building for the executive session at approximately 4:10 p.m.

Chair Mannis called the business meeting back to order when the Regional Council returned from executive session. Chair Mannis asked for a motion to close the Executive Session. Member Taylor moved to close the executive session. Member Grugel seconded, Executive Session was closed at approximately 5:10 p.m.

Chair Mannis then asked for a motion regarding the Review Committee Recommendations. Member Grugel moved that the review committee recommendations for RFGA # FTF-Regional Council015-14-0474-00 Community Based Professional Development for Early Care and Education Professionals be approved. Member Baskins seconded. Motion passed.

Regional Director's Report

FTF Summit Registration and Travel Expenses

Kathy Bunker, FTF administrative assistant provided some last minute details and information to the Regional Council members who are attending the Early Childhood Summit in August. She gave information on parking and turning in receipts, and provided some handouts with general information.

Review Quality First Model Update, continued

Virginia Turner, Senior Director for the Northeast Region, is stepping in for Regional Director Kate Dobler-Allen who is on maternity leave until the end of October. Sr. Director Turner provided the Regional Council with an update around the Quality First Scholarships and how they will be awarded starting in SFY2014. She said the QF waiting list centers/homes will not be eligible for scholarships. She also said that scholarships will be tied to the Star Rating and size of the center or home and that if they are not used by the center or home they could be given to another center or home for the remainder of the fiscal year, however no provider would lose any slots, and they would be re-evaluated for the subsequent fiscal year. If any slots remain unused, they will drop to carry forward for the next fiscal year.

Update of Community Awareness and Media Costs for SFY 2015

This item is tabled until next month as the financial information is not yet available.

Monthly Report

Sr. Director Turner briefly reviewed Regional Director Dobler-Allen's monthly report of activities last month. Regional Director Dobler-Allen will be out on maternity leave until the end of October. Sr. Director Turner reported that Kate delivered Madison Leigh Allen on August 13, 2013 at 10:26 pm. Kate, Roy, Maddie and Jacob are all doing well.

Financial Reports

Sr. Director Turner provided the monthly financial report to the Regional Council. She updated the Regional Council on the end of SFY13 report, and provided updated information that showed that much of the unexpended funds have been expended in SFY2013. The last day for grantees to submit expenses for SFY13 is August 15, 2013; unexpended funds will go into the carry forward.

Community Outreach Report

Community Outreach Coordinator Michelle Pansulla gave a report on recent outreach activities. She attended several functions over the past few months and also has done trainings and submitted articles for publication. Ms. Pansulla reported that she attended training for the new core messaging including new elevator speeches and power point materials that First Things First has adopted, and she is ready to provide the information to the Regional Council and grantees. She mentioned that Community Outreach will be doing the Early Childhood Everyday training at the Summit in August and also at the Early Childhood Fair on October 5, 2013.

General Discussion

Chair Mannis asked if any of the Regional Council had anything for general discussion. There was none.

Adjourn – next meeting scheduled for September 11, 2013 in Snowflake

Chair Mannis asked for a motion to adjourn. Member Endfield moved to adjourn, Member Thompson seconded. Motion passed and meeting was adjourned at approximately 5:20 p.m.

**ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD
NAVAJO/APACHE REGIONAL PARTNERSHIP COUNCIL**

Kalman Mannis, Chair

Kate Dobler-Allen, Regional Director



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Michelle Pansulla

First Things First Navajo/Apache Region
Community Outreach Coordinator



BORN LEARNING

Did you know that by the time a child is 5, most of their brain is already developed?



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THINK FAST, THEY DO

Kids who start with a strong foundation have better outcomes.



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SUCCESS STARTS EARLY

Getting children ready for school means more than packing their lunches, filling their backpacks, and getting them to the bus on time.

The job of helping children succeed in school starts the day they're born.



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Family Support and Literacy



Early Learning



Children's Health



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STRENGTHENING FAMILIES

Strong families are the building blocks of a strong society.



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EARLY LEARNING

Everyone benefits when more kids arrive at school prepared to be successful.



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HEALTH

Good health is the foundation for optimal child development.



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STATEWIDE IMPACT

-  61,126 Parent Kits distributed
-  8,972 infants, toddlers and preschoolers received scholarships to access early education programs
-  26,390 fluoride varnishes applied to protect against dental decay

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EVERYBODY'S ISSUE

Arizonans have a shared responsibility to help Arizona children grow up healthy and ready to succeed.



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- Visit readyAZkids.com
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Michelle Pansulla

First Things First Navajo/Apache Region
Community Outreach Coordinator

mpansulla@azftf.org

928-532-5041



FY 2013 Navajo/Apache Funding Plan Summary

[Document Library Link](#)

	Population	Discretionary	Other	Carry Forward	Total
Total Allocation:	\$704,522	\$422,965	\$133,145	\$1,256,394	\$2,517,026

Strategy	Original Allotment	Current Allotment Distribution				Total	Awarded	Unawarded	Expended	Unexpended
Quality First	\$49,693	-	-	-	\$49,693	\$49,693	\$45,641	\$4,052	\$44,769	\$872
Quality First Child Care Scholarships	\$182,976	-	-	-	\$182,976	\$182,976	\$182,976	-	\$182,976	-
FTF Professional REWARD\$	\$13,500	-	-	-	\$13,500	\$13,500	\$13,500	-	\$13,500	-
Learning Labs	-	-	-	-	-	-	-	-	-	-
Recruitment into Field	\$90,000	-	-	-	\$90,000	\$90,000	\$90,000	-	\$74,083	\$15,917
Scholarships non-TEACH	\$15,000	-	-	-	\$15,000	\$15,000	\$15,000	-	\$13,640	\$1,360
Scholarships TEACH	\$6,600	-	-	-	\$6,600	\$6,600	\$6,600	-	\$1,295	\$5,305
Care Coordination/Medical Home	\$600,000	-	-	-	\$600,000	\$600,000	\$599,993	\$7	\$595,693	\$4,300
Child Care Health Consultation	\$7,560	-	-	-	\$7,560	\$7,560	\$7,542	\$18	\$2,504	\$5,037
Nutrition/Obesity/Physical Activity	\$95,000	-	-	-	\$95,000	\$95,000	\$95,000	-	\$83,059	\$11,941
Oral Health	\$130,000	-	-	-	\$130,000	\$130,000	\$130,000	-	\$88,953	\$41,047
Newborn Follow-up	-	-	-	-	\$100,000	\$100,000	\$98,959	\$1,041	\$33,436	\$65,523
Parent Outreach and Awareness	\$60,000	-	-	-	\$60,000	\$60,000	\$60,000	-	\$60,000	\$0
Statewide Evaluation	\$34,346	-	-	-	\$34,346	\$34,346	\$34,346	-	\$34,346	\$0
Community Awareness	\$30,000	-	-	-	\$30,000	\$30,000	\$30,000	-	\$24,926	\$5,074
Community Outreach	\$63,000	-	-	-	\$85,000	\$85,000	\$85,000	-	\$77,601	\$7,399
Media	\$10,000	-	-	-	\$10,000	\$10,000	\$10,000	-	\$10,000	(\$0)
Total Allotment:	\$1,387,675	-	-	-	\$1,509,675	\$1,509,675	\$1,504,557	\$5,118	\$1,340,782	\$163,774
Total Unallotted:		\$704,522	\$422,965	\$133,145	(\$253,281)	\$1,007,351				

Navajo/Apache Funding Plan Summary

[Document Library Link](#)

	Population	Discretionary	Other	Carry Forward	Total
Total Allocation:	\$847,750	\$493,565	\$140,576	\$1,012,469	\$2,494,360

Strategy	Original Allotment	Current Allotment Distribution				Total	Awarded	Unawarded	Expended	Unexpended
Quality First	\$59,265	-	-	-	\$59,265	\$59,265	\$58,657	\$608	\$13,294	\$45,363
Quality First Child Care Scholarships	\$156,477	-	-	-	\$156,477	\$156,477	\$156,477	\$0	\$39,128	\$117,349
Community Based Professional Development Early	-	\$125,000	-	-	-	\$125,000	-	\$125,000	-	-
FTF Professional REWARD\$	\$40,000	-	-	-	\$40,000	\$40,000	\$39,150	\$850	\$9,786	\$29,364
Recruitment into Field	\$90,000	-	-	-	\$90,000	\$90,000	\$90,000	-	-	\$90,000
Scholarships non-TEACH	\$15,000	\$15,000	-	-	-	\$15,000	\$15,000	-	-	\$15,000
Scholarships TEACH	-	-	-	-	-	-	-	-	-	-
Care Coordination/Medical Home	\$600,000	-	-	-	\$600,000	\$600,000	\$599,998	\$2	-	\$599,998
Child Care Health Consultation	\$10,080	-	-	-	\$10,080	\$10,080	\$10,080	(\$0)	\$607	\$9,473
Oral Health	\$136,000	-	-	-	\$136,000	\$136,000	\$136,000	-	-	\$136,000
Newborn Follow-up	\$100,000	-	-	-	\$100,000	\$100,000	\$99,994	\$6	-	\$99,994
Parent Outreach and Awareness	\$200,000	-	-	-	\$200,000	\$200,000	\$160,000	\$40,000	-	\$160,000
Needs and Assets	\$40,000	-	-	-	\$40,000	\$40,000	\$32,000	\$8,000	-	\$32,000
Statewide Evaluation	\$78,362	-	-	\$78,362	-	\$78,362	\$78,362	-	\$78,362	-
Community Awareness	\$30,000	-	-	-	\$30,000	\$30,000	\$30,000	-	\$1,000	\$29,000
Community Outreach	\$85,000	-	-	-	\$85,000	\$85,000	\$85,000	-	\$4,574	\$80,426
Media	\$10,000	-	-	-	\$10,000	\$10,000	\$10,000	-	-	\$10,000
Total Allotment:	\$1,650,184	\$140,000	-	\$78,362	\$1,556,822	\$1,775,184	\$1,600,718	\$174,466	\$146,750	\$1,453,968

Total Unallotted:	\$707,750	\$493,565	\$62,214	(\$544,353)	\$719,176
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FY 2014 Navajo/Apache Contract Detail

	Grantee Name	Contract Period	Allotment		YTD Expense	Expense Variance	Reimbursement Activity	
			Total Allotment	Awarded			Pending	Paid (Last 30 Days)
Community	Community Awareness Strategy	Strategy Subtotal:	\$30,000	\$30,000	\$1,000	\$29,000		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$30,000	\$1,000	\$29,000		
	Community Outreach Strategy	Strategy Subtotal:	\$85,000	\$85,000	\$4,574	\$80,426		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$85,000	\$4,574	\$80,426		
	Media Strategy	Strategy Subtotal:	\$10,000	\$10,000	-	\$10,000		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$10,000	-	\$10,000		
		Goal Area Subtotal:	\$125,000	\$125,000	\$5,574	\$119,426		
Evaluation	Needs and Assets Strategy	Strategy Subtotal:	\$40,000	\$32,000	-	\$32,000		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$32,000	-	\$32,000		
	Statewide Evaluation Strategy	Strategy Subtotal:	\$78,362	\$78,362	\$78,362	-		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$78,362	\$78,362	-		
		Goal Area Subtotal:	\$118,362	\$110,362	\$78,362	\$32,000		
Family Support	Newborn Follow-up Strategy	Strategy Subtotal:	\$100,000	\$99,994	-	\$99,994	\$3,432	
	Navajo County Public Health Services District	07/01/2013-06/30/2014		\$99,994	-	\$99,994	\$3,432	
	Parent Outreach and Awareness	Strategy Subtotal:	\$200,000	\$160,000	-	\$160,000		
	Arizona Board of Regents for and on behalf of University of Arizona	08/01/2013-06/30/2014		\$100,000	-	\$100,000		
	Navajo County Library District	08/01/2013-06/30/2014		\$60,000	-	\$60,000		
		Goal Area Subtotal:	\$300,000	\$259,994	-	\$259,994	\$3,432	
Health	Care Coordination/Medical Home	Strategy Subtotal:	\$600,000	\$599,998	-	\$599,998	\$13,456	
	North Country HealthCare	07/01/2013-06/30/2014		\$200,000	-	\$200,000	\$13,456	
	Summit Healthcare Association	07/01/2013-06/30/2014		\$399,998	-	\$399,998		
	Child Care Health Consultation	Strategy Subtotal:	\$10,080	\$10,080	\$607	\$9,473		
	First Things First (FTF-Directed)	07/01/2013-06/30/2014		\$607	\$607	-		
Maricopa County Department of Public Health	07/01/2013-06/30/2014		\$208	-	\$208			

	Grantee Name	Contract Period	Allotment			Reimbursement Activity	
			Total Allotment	Awarded	YTD Expense	Expense Variance	Pending
	Navajo County Public Health Services District	07/01/2013-06/30/2014		\$8,697	-	\$8,697	
	Pima County Health Department	07/01/2013-06/30/2014		\$379	-	\$379	
	University of Arizona Cooperative Extension	07/01/2013-06/30/2014		\$189	-	\$189	
	Oral Health Strategy	Strategy Subtotal:	\$136,000	\$136,000	-	\$136,000	\$6,296
	Navajo County Public Health Services District	07/01/2013-06/30/2014		\$136,000	-	\$136,000	\$6,296
		Goal Area Subtotal:	\$746,080	\$746,078	\$607	\$745,471	\$19,752
Professional	Community Based Professional	Strategy Subtotal:	\$125,000	-	-	-	
	FTF Professional REWARD\$ Strategy	Strategy Subtotal:	\$40,000	\$39,150	\$9,786	\$29,364	
	Valley of the Sun United Way	07/01/2013-06/30/2014		\$39,150	\$9,786	\$29,364	
	Recruitment into Field Strategy	Strategy Subtotal:	\$90,000	\$90,000	-	\$90,000	\$137
	Northland Pioneer College	07/01/2013-06/30/2014		\$90,000	-	\$90,000	\$137
	Scholarships non-TEACH Strategy	Strategy Subtotal:	\$15,000	\$15,000	-	\$15,000	
	Central Arizona College	07/01/2013-06/30/2014		\$15,000	-	\$15,000	
	Scholarships TEACH Strategy	Strategy Subtotal:	\$0	-	-	-	
		Goal Area Subtotal:	\$270,000	\$144,150	\$9,786	\$134,364	\$137
Quality and Access	Quality First Strategy	Strategy Subtotal:	\$59,265	\$58,657	\$13,294	\$45,363	
	Southwest Human Development	07/01/2013-06/30/2014		\$822	-	\$822	
		07/01/2013-06/30/2014		\$320	-	\$320	
		07/01/2013-06/30/2014		\$799	-	\$799	
		07/01/2013-06/30/2014		\$2,986	-	\$2,986	
	Valley of the Sun United Way	07/01/2013-06/30/2014		\$53,729	\$13,294	\$40,435	
	Quality First Child Care Scholarships	Strategy Subtotal:	\$156,477	\$156,477	\$39,128	\$117,349	
	Valley of the Sun United Way	07/01/2013-06/30/2014		\$156,477	\$39,128	\$117,349	
		Goal Area Subtotal:	\$215,742	\$215,134	\$52,422	\$162,712	
		Overall Total:	\$1,775,184	\$1,600,718	\$146,750	\$1,453,968	\$23,321