



FIRST THINGS FIRST

The right system for bright futures

Arizona Early Childhood Development & Health Board

Gila Regional Partnership Council

Draft Meeting Minutes

Welcome and Call to Order

A regular meeting of the First Things First Gila Regional Partnership Council was held on August 20, 2009 at the Payson Police Department, Training Room, located at 303 N. Beeline Highway, Payson, Arizona 85541.

Vice Chair Kortman called the meeting to order at approximately 10:07 a.m.

Members Present:

Dr. Diane Bricker, Paula Horn, Roger Kortman, Sharron Moody, Hubert Nanty, Audrey Opitz, Ann Tolman, Sue Yale

FTF Staff present:

Michelle Katona, Assistant Director of Regions; Marla Chamberlain, Central East Regional Manager; Eva Cook, Gila Regional Coordinator; and Edith Lee, Graham/Greenlee Administrative Assistant

Members Absent:

Alexis Rivera and Jennifer Kinnard

Consent Agenda

The Consent Agenda included the meeting minutes from the June 18, 2009 regular meeting. Member Tolman motioned to approve the minutes and Member Yale seconded the motion. Motion carried.

Call to the Public

There was one Call to the Public response made by Margret Celix of Association for Supportive Child Care (ASCC)/Child Care Resource and Referral (CCRR). Ms. Celix provided a newsletter handout and ASCC/CCRR updates to the Regional Council.

Council Member Updates

Member Nanty reminded the Regional Council that every two years state law gives each of the Arizona Tribes the option of being designated as a separate FTF region, or remain a part of an established Regional Partnership Council. Member Nanty anticipates that the Tonto Apache Tribe will want to continue to be a part of the Gila Regional Partnership Council.

Member Dr. Bricker shared that she is involved in writing a grant for an out-of-state educational institution. Dr. Bricker is in the process of collecting data, and she asked the Regional Council to let her know of any programs or individuals that can contribute data.

Provider Presentation for Prevention of Abuse/Neglect (Home Visitation) Strategy

Sara Maestas of Pinal-Gila Community Child Services, Inc. (PGCCS), provider for the Regional Council's Prevention of Abuse/Neglect (Home Visitation) strategy, provided the Regional Council with the Home Visitation Quarterly Update through July 30, 2009 (Attachment #2). Ms. Maestas reported that there are ten (10) children/families currently receiving home visitation services.

Presentation of One Year Anniversary Awards to Regional Partnership Council Members

Assistant Director Michelle Katona announced that Arizona's First Things First Initiative received the 2009 Most Promising State for Young Children Award, and presented Regional Council Members with the award. Ms. Katona then presented one year anniversary pins to Regional Council Members, thanking them for their dedication and service. Ms. Katona also presented Regional Coordinator Eva Cook with a one year service pin.

Developmental Screening RFGA (FTF-RC004-10-0129-00) Discussion and Possible Approval of Review Committee Recommendations

Vice Chair Kortman reminded the Regional Council of the Executive Session Arizona Revised Statute and asked that Council Members with any conflict of interest make a declaration of the conflict. Member Horn stated that she had a conflict of interest due to the fact that her employer was an applicant for this RFGA.

Member Moody made a motion to move into Executive Session. Member Opitz seconded the motion. Motion carried.

The Regional Council requested that Assistant Director Michelle Katona and Regional Manager Marla Chamberlain remain for Executive Session. Member Horn and members of the public exited the room.

Executive Session began at 10:37 a.m.

Member Yale made a motion to move back into Regular Session. Member Tolman seconded the motion. Motion carried.

Regular Session commenced at 10:55 a.m.

Member Horn and members of the public reentered the room.

Member Moody made a motion to accept the recommendation of the RFGA Review Committee for the Developmental Screening RFGA #FTF-RC004-10-0129-00. Member Tolman seconded the motion. Motion carried.

Regional Coordinator Eva Cook informed the Regional Council that the Developmental Screening RFGA would be submitted to the First Things First State Board for their consideration at the Board's September 2009 meeting.

Discussion and Possible Formation of Workgroups for Health, Professional Development and Family Support Strategies

Regional Coordinator Eva Cook recommended forming workgroups in the following areas: Health, Professional Development and Family Support. These workgroups would meet on an as needed basis when strategy decisions are considered and research needs to be done.

There was a brief discussion amongst the Regional Council, and the Regional Council agreed that there is a need for the workgroups. Ms. Cook will contact Council Members to establish the workgroups.

Update on 2010 Regional Needs & Assets Report

Regional Manager Marla Chamberlain provided an update and draft timeline (Attachment #3) on the 2010 Regional Needs & Assets Report. A Request for Proposals (RFP) was released on August 18, 2009. Once the list of eligible vendors has been obtained, the list will be provided to Regional Councils. Regional Councils will review the vendor list and choose the vendor that will prepare the 2010 Gila Regional Needs & Assets Report. It is anticipated that the Regional Council will choose the Needs and Assets Report vendor at the October 15, 2009 regular monthly meeting.

Ms. Chamberlain further explained that the State Board will fund a standard (or base) Needs & Assets Report for each of the Regions. Further, Regional Councils have the option to allocate regional funding to purchase regionally specific data/information that will not be provided in the standard (base) report.

Vice Chair Kortman encouraged the Regional Council to familiarize themselves with the Needs and Assets information and timeline in an effort to be better prepared for the upcoming process.

Update on SFY 2011 Funding Plan

Regional Coordinator Eva Cook provided an update on the SFY 2011 Funding Plan, which included a handout that reflected upcoming meeting dates and timelines associated with Council action. This handout also included points to consider as the Regional Council begins development of the 2011 Funding Plan.

Member Yale requested that Ms. Cook add upcoming workgroup meetings to the timeline as well.

Regional Coordinator's Report

Business cards were distributed to Regional Council Members.

Regional Coordinator Eva Cook presented a monthly report. Ms. Cook provided updated information relating to statewide initiatives, regional strategies and the Regional Operational Plan (revised August 18, 2009).

Ms. Cook reported that the Graham/Greenlee Regional Partnership Council recently funded an oral health study strategy, and has expressed an interest in collaborating with the Gila Region. The Regional Council wishes to collaborate with the Graham/Greenlee Regional Council on this strategy. Ms. Cook recommended that a workgroup comprised of both Gila and Graham/Greenlee Council Members be formed to determine what regionally specific data and/or information is desired from the study. Ms. Cook was instructed by the Regional Council to collaborate with the Graham/Greenlee Region and move forward in establishing a workgroup for this strategy.

Ms. Cook updated the Regional Council on the First Things First External Longitudinal Study. First Things First has partnered with a University Consortium (ASU, NAU and UofA) to do an extensive, external study that will capture the impact of First Things First services and programs. The Consortium has been invited to present to the Regional Council at the September 17, 2009 meeting.

Ms. Cook thanked the Regional Council for their feedback on the Regional Council Member Survey sent by Michelle Katona via email on August 18, 2009. Member Nanty and Member Horn stated they had not received the email. Ms. Cook will ensure they receive the survey.

A date for the second work session between the Gila and San Carlos Regional Partnership Councils has been scheduled for Wednesday, October 7, 2009 from 10:30 a.m. until 12:00 p.m. Ms. Cook requested that Council Members provide suggested agenda topics to her by Friday, September 4, 2009.

Ms. Cook provided an update relating to community forum efforts in Tonto Basin, and suggested the Region collaborate with the Tonto Basin School Principal on a community outreach activity. The Regional Council instructed Ms. Cook to collaborate with the Tonto Basin School Principal as recommended.

Ms. Cook acknowledged and thanked Michelle Mason, Cochise Administrative Assistant and Edith Lee, Graham/Greenlee Administrative Assistant for the support both have extended to the Regional Council. Ms. Mason made the Regional Council's business cards, and Ms. Lee traveled from Safford to take today's meeting minutes.

Update on Quorum Requirement

Regional Coordinator Eva Cook provided an update to the Regional Council regarding quorum requirements.

Next Meeting – Thursday, September 17, 2009

Vice Chair Kortman announced that the next meeting will be held on Thursday, September 17, 2009, beginning at 10:00 a.m., at the Department of Economic Security Building, Conference Room A, located at 605 S. 7th Street, Globe, Arizona 85501. Member Dr. Bricker stated that she will not be able to attend the September meeting, but she would like to provide written suggestions and ideas for the upcoming Needs and Assets Report. All Council Members were encouraged to submit their suggestions and ideas to the Regional Coordinator. The information will be given to the Needs and Assets Report Workgroup.

Adjourn

Prior to adjourning, the Regional Council asked about the vacant administrative assistant position. The Regional Council expressed their appreciation for the work provided by Mary Courvoisier, former Administrative Assistant. They asked that Ms. Cook communicate their appreciation to Ms. Courvoisier.

There being no further business, Member Opitz motioned to adjourn the meeting at approximately 12:19 p.m., seconded by Member Tolman. Motion carried.

Submitted By:

Approved By:

Eva Cook, Regional Coordinator Date

Alexis Rivera, Chair Date