Attachment #1

FIRST THINGS FIRST

The right system for bright futures

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 August 25, 2009 at 8:30 a.m. at the University of Northern Arizona, Babbitt Administration Center, Flagstaff, Arizona 86011.

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

Members Present:
Steve Lynn, Rhian Evans Allvin, Nadine Mathis Basha, Dr. Pamela Powell, Vivian Saunders, Dr. Arturo Gonzalez and Hon. Cecil Patterson

Ex-Officio Members Present:
Neal Young, Mary Ellen Cunningham and Amy Corriveau

Absent:
Dr. Eugene Thompson

Chair Lynn and the Board were welcomed to Flagstaff by Dr. Liz Grobsmith, Provost of NAU.

Consent Agenda

A motion was made by Member Evans Allvin to approve A, B and D on the Consent Agenda and pull off Agenda Item C for further discussion. Seconded by Member Mathis Basha. Motion approved.

Board Member Report/Updates

Member Powell welcomed everyone to Flagstaff and introduced the evaluation team from Northern Arizona University.

Member Corriveau thanked the Board members for their presentation to the State Board of Education.

Member Lynn reported to the Board that he had met with John Whiteman who is opening an education center in Phoenix.

Member Mathis Basha reported to the Board that she had met with the Gates Foundation regarding child advocacy issues.

Call to the Public
Paul Giguere, Executive Director of the Flagstaff Family YMCA, thanked the Board, and shared stories of families who have been positively impacted by First Things First Emergency Child Care Scholarship.

Julianne Hartzell, Coconino Regional Partnership Council Chair, thanked Nadine Mathis Basha for her two years of leadership as Chair of First Things First.

Jesse Rodriquez, Director of NACOG, thanked the Board and gave them an update on the progress they are making in their Head Start in Chino Valley.

Jeremy Kelstrom, Arizona Security Technologies, Inc. stated that Arizona Security, Inc. is a partnership between Arizona State University, Rolls-Royce, and recent Arizona State University alumni. The partnership was formed to utilize signature verification methodology derived and licensed from Rolls-Royce in the child care market to enhance security, reporting, and accounting processes. Mr. Kelstrom stated that Arizona Security Technologies is looking to partner so all childcare operations have the opportunity to utilize this process.

Federal Activities Update
Jill Stevens, Senior Policy Specialist, gave an update to the Board on federal activities. Ms. Stevens reviewed with the Board the American Recovery and Reinvestment Act activities and other federal funding opportunities.

Communications
Liz Barker Alvarez, Assistant Director of Communications, presented to the Board a communications update.

Policy Update
Sandy Forman, Assistant Director for Policy and Research, presented to the Board a policy update.

Karen Woodhouse, Deputy Director, presented to the Board the early childhood system framework development process and plan.

Regional Report
Michelle Katona, Assistant Director for Regional Administration, presented to the Board a regional update.

Regional Boundaries Re-Designations
Linda Cannon, consultant to First Things First, presented to the Board a Report of Findings and Recommendations that addressed the themes, issues and opportunities identified through a review of the current First Things First Regional Partnership Council boundaries.

A motion was made by Member Evans Allvin that the Board re-designate the regional boundaries in the report recommended by Linda Cannon. Seconded by Member Patterson. Motion approved.

Regional Partnership Council Applicants
A motion was made by Member Mathis Basha that the Board approve the Regional Partnership Council Member Applicants as submitted by staff for the following Councils:

Central Pima	Tohono O'odham Nation
Coconino	Navajo/Apache
Salt River Pima Maricopa Indian Community	Pinal
Yuma	LaPaz/Mohave
South Phoenix	Northeast Maricopa

Seconded by Member Saunders. Motion approved.

Regional Partnership Council Attendance Policy – Second Reading
Ms. Katona presented to the Board the second reading of the Regional Partnership Council attendance policy and recommendations.

A motion was made by Member Evans Allvin that the Board adopt the Regional Partnership Council Member Attendance Policy as present by staff, with the policy to be effective as of September 1, 2009. Seconded by Member Mathis Basha. Motion approved.

Regional Partnership Council Strategies Requiring Further Development
A motion was made by Member Evans Allvin that the Board approve the revised strategy #3 submitted by the Central Maricopa Regional Partnership Council. Seconded by Member Patterson. Motion approved.

A motion was made by Member Evans Allvin that the Board approve strategy #8 submitted by the Cocopah Tribe Regional Partnership Council. Seconded by Member Gonzalez. Motion approved.

A motion was made by Member Evans Allvin that the Board approve strategy #7 submitted by the Gila River Indian Community Regional Partnership Council. Seconded by Member Gonzalez. Motion approved.

A motion was made by Member Evans Allvin that the Board approve strategy #7 submitted by the Graham/Greenlee Regional Partnership Council. Seconded by Member Saunders. Motion approved.

A motion was made by Member Evans Allvin that the Board approve the revised strategy #2b submitted by the LaPaz/Mohave Regional Partnership Council. Seconded by Member Mathis Basha. Motion approved.

A motion was made by Member Powell that the Board approve strategy #8 submitted by the North Phoenix Regional Partnership Council. Seconded by Member Patterson. Motion approved.

A motion was made by Member Evans Allvin that the Board approve strategy #8 submitted by the Santa Cruz Regional Partnership Council. Seconded by Member Mathis Basha. Motion approved.

A motion was made by Member Evans Allvin that the Board approve strategy #12, #13 and #14 submitted by the Yuma Regional Partnership Council. Seconded by Member Powell. Motion approved.

State Budget Impacts on Early Childhood Program and Services Report
Monica Coury, Representative from AHCCCS, Will Humble, Interim Director of ADHS, Neal Young, Director of ADES and Amy Corriveau, Board Designee from ADE reported to the Board on the impacts the current state budget crisis has on their agencies. Departments across the board have implemented budget cuts that have impacted Arizona's children 0-5.

Emergency Response Plan
Jill Stevens, Senior Policy Specialist, presented to the Board the emergency response plan update.

Ms. Katona presented to the Board child care scholarship considerations for approval.

A motion was made by Member Evans Allvin to approve the early childhood scholarship tribal exceptions for Navajo Nation Regional Partnership Council and the Pascua Yaqui Tribe Regional Partnership Council. Seconded by Member Powell. Motion approved.

A motion was made by Member Evans Allvin to approve the reallocation of the Central Pima Regional Partnership Council partnership to extend the emergency scholarship program in their region. Seconded by Member Patterson. Motion approved.

FY2011 Regional Allocations
Elliott Hibbs, Executive Director reviewed with the Board the proposed FY2011 Regional Funding Allocations.

A motion was made by Member Evans Allvin that the Board approve the Fiscal Year 2011 Regional Funding Allocations as provided by statute based on the latest population changes from the Bureau of the Census. Seconded by Member Saunders. Motion approved.

A motion was made by Member Evans Allvin that the Board approve the staff recommendations to use a portion of discretionary funding: a) for baseline adjustments for the Cocopah and Hualapai Tribes to enable them to continue implementing at least one strategy for their region; b) for baseline adjustments for those regions experiencing a decline in statutory allocated funding from FY 2010 to allow them to maintain system building efforts; and c) for additional funds to those regions determined to be federally recognized "frontier communities" which face particular challenges in delivering services to children and their families. Seconded by Member Powell. Motion approved.

A motion was made by Member Evans Allvin that the Board adopt staff recommendations to allocate the remainder of discretionary funds to each region based on the region's share of statutory allocated funds. (As explanation, this considers both a region's share of total numbers of children five and under as well as those living in poverty.) Seconded by Member Gonzalez. Motion approved.

Regional Partnership Council Grants, Procurement, Inter-Governmental Agreements and Direct Council Implementations Not Approved on the Consent Agenda
A motion was made by Member Mathis Basha to move into Executive Session at approximately 3:31 p.m. to discuss confidential grant documents pursuant to A.R.S. §38-431.03(A) (2). Seconded by Member Powell. Motion approved.

A motion was made by Member Mathis Basha to return to regular session at approximately 4:29 p.m. Seconded by Member Gonzalez. Motion approved.

A motion was made by Member Evans Allvin to approve all of the Regional Partnership Grants, Procurement, Inter-Governmental Agreements and Direct Council Implementations with the exception of Central Pima innovative professional development and early care and education project; Central Pima expansion of infant and toddler care, and South Pima child care expansion project. Seconded by Member Patterson. Motion Approved.

A motion was made by Member Mathis Basha by to approve Central Pima expansion of infant and toddler care subject to 50% matching requirements on construction funding in accordance with our policy. Seconded by Member Patterson. Motion approved.

A motion was made by Member Mathis Basha to table South Pima child care expansion project. Seconded by Dr. Gonzalez. Motion approved.

A motion was made by Member Mathis to approve the Central Pima innovative professional development and early care and education project. Seconded by Member Gonzalez. Member Evans Allvin recused herself from the vote due to a professional conflict of interest with a sub-contractor on the project. Motion Approved. 6:0:1 Abstain.

Executive Director Report
Elliott Hibbs, Director of First Things First, presented to the Board the Executive Director Report for August.

Statewide Needs and Assets Report and Children's Budget
Director Hibbs reported that the statewide needs and assets report is progressing well. Collection of US census data to update the Child and Family Indicators sections of the Statewide Needs and Assets report has been

completed and rough drafts of all sections are completed. A scope of work and request for quote process for a Children's Budget was released on June 23, 2009. Quotes were received on July 1, 2009 and a review committee met July 10. Burns and Associates was awarded a contract for completion of the Children's Budget on July 30, 2009. Work has begun to complete the Children's Budget by January 31, 2010.

Sustainability Analysis
Director Hibbs reported that tobacco tax revenue for fiscal year 2009 dropped by 8.2% when compared to fiscal year 2008. The First Things First sustainability analysis assumed 4% per year. The recession, slower population growth for Arizona, campaigns to reduce smoking and higher taxes on tobacco products are all having a bigger impact on revenues than was shown last year. The financial markets have also suffered but are now beginning to show some signs of improvement. Given these factors, another review of the sustainability of First Things First programs and services over the next decade is prudent. What remains unclear is whether the accelerated decline in sales of tobacco products will continue or will there be some restoration as the economy begins to improve. Director Hibbs stated that we are not recommending any changes at this time, just continuing to monitor and being ready to make recommendations in the future if recent trends continue. Reductions in the future allowances for increases in spending for both programs and administration have already been made in recognition of current revenue declines.

Operating Budget Report
Director Hibbs reported that for the month of July 2009 we continue to under spend by approximately $229,000 and continue to monitor spending administratively.

Next Meeting
The next meeting will be held September 22, 2009 in Kingman, Arizona.

Adjourn
There being no further business, Chairman Lynn adjourned the meeting at approximately 4:48 p.m.