



## FIRST THINGS FIRST

*Ready for School. Set for Life.*

### Arizona Early Childhood Development & Health Board

#### Navajo/Apache Regional Partnership Council

#### **DRAFT Meeting Minutes**

A Regular Meeting open to the public was held on Wednesday, November 14, 2012 beginning at 3:00 p.m. at the Apache County Public Health Department Annex Building, 309 S. Mountain Avenue, Springerville, Arizona 85938.

##### **Welcome/Introductions/Call to Order**

Vice Chair Meyer called the meeting to order at approximately 3:08 p.m.

Members Present: Vice Chair Meyer, Kristalei Baskins, Claude Endfield, Kirk Grugel, Jeffrey Northup, Betsy Peck, and Margie Tapia. Cathy Taylor and Chair Mannis arrived shortly after the meeting was called to order.

Members Absent: Linda Thompson

Others Present: Kate Dobler-Allen, Kat Bunker, Michelle Pansulla, Kathy Valencik, DeAnn Davies, Sarah Nolan, Becky Benda-Dodd, Laurie Hext

##### **Member Report and Updates**

Vice Chair Meyer asked if any members had reports or updates. Member Grugel announced that he will be hosting a one hour radio show every week on Sundays from 11 a.m. to 12 p.m. on 101.7 fm. He plans to highlight a variety of early childhood services and providers along with the Court Appointed Special Advocate program and other topics. The first show will be in January.

Member Tapia reported that the Springerville Early Childhood Resource Fair was a success. They had 14 presenters and about 35 participants.

##### **Call to the Public**

There were no calls to the public.

##### **Disclosure of Conflicts**

Disclosure from Member Endfield for agenda items 7a – NPC is a partner; 7g – NPC is the reviewer for REWARD\$; 7b – NPC is recipient of MOU; 7c – NPC coordinates DES/PCPP application processing for NPC credit.

Disclosure from Member Meyer for agenda item 7h – Employee of Summit Healthcare Healthy Steps

Disclosure from Member Northup for agenda item 7h – Employed by Summit Healthcare

Disclosure from Member Peck for agenda items 7a, 7b, 7c – Employee of NPC

Disclosure from Member Mannis for agenda item 7a – Employed by Navajo County School District

##### **Discussion and Possible Adoption of October 10, 2012 Regular Meeting Minutes**

Member Endfield moved that the Regular Meeting minutes from the October 10, 2012 meeting be approved as presented. Member Grugel seconded, motion passed.

##### **Presentation, Discussion and Possible Approval of Learning Lab Agreement for Fiscal Year 2013**

Regional Director Dobler-Allen asked that this item be tabled until the December meeting as there are still some details to be worked out before the agreement will be ready to present to the Council. Regional Director Dobler-Allen also asked the Council if they would be willing to attend a Special Meeting by telephone to discuss the item as there may not be enough members present to ensure a quorum at the Regular Meeting on December 12, 2012 with expected conflicts and absences. This item needs to be approved in December in order for the item to be on the State Board agenda in January. The Council decided to hold the date of December 10, 2012 at 8:30 a.m. open in case a Special Meeting by telephone is required. Regional Director Dobler-Allen said that members and public could also attend the teleconference at the Lakeside office.

##### **Presentation, Discussion and Possible Approval of State Fiscal Year 2014 Strategies and Funding Plan**

Regional Director Dobler-Allen presented the funding plan summary to the Council. She also provided a handout with an explanation for each item, what the Council direction has been, and the proposed changes to the allotments and service units for SFY2014. She

asked that Council members declare if they have a conflict as each agenda item is presented so that an accurate count may be obtained to ensure quorum is maintained.

Regional Director Dobler-Allen informed the Council that the request to increase funding for the SFY2013 Nutrition/Obesity/Physical Activity Strategy presented at the last meeting is no longer going to be required as there have been staff changes.

Regional Director Dobler-Allen told the Council that a few other changes were made to the SFY2015 budget in order to adjust it so there is no negative balance but other than these changes the proposed funding plan is the same as the one presented at the meeting last month. She then moved on to the funding plan by line item.

#### **Learning Lab**

Conflicts disclosed: Member Peck, Member Endfield, Chair Mannis.

Regional Director Dobler-Allen noted the Learning Lab strategy funding proposal is outlined in the handout. Major points:

- SFY13 is ramp up year with no target service units expected.
- SFY14 is the first year of implementation; goal is 10 high school and/or adult students placed over the course of the fiscal year.

Member Grugel moved that the Learning Lab Strategy be funded at \$240,000 for SFY2014 with a target service number of 10 participating adults. Member Tapia seconded, motion passed 6:0:3.

#### **Recruitment into the Field**

Conflicts disclosed: Member Endfield, Member Peck.

No changes were made from the SFY13 funding plan. Member Tapia moved that the Recruitment into the Field Strategy be funded at \$90,000 for SFY2014 with a target service number of 30 participating adults. Member Mannis seconded. Motion passed 7:0:2.

#### **Scholarships non-TEACH**

Conflicts disclosed: Member Endfield, Member Peck.

No changes were made from the SFY13 funding plan. Member Taylor moved that the Professional Career Pathways Project Strategy be funded at \$15,000 for SFY2014 with a target service number of 14 scholars. Member Northup seconded. Motion passed 7:0:2.

#### **Quality First**

Conflicts: none

- Increase number of centers by one to include the Learning Lab as a fully participating Quality First Program.

Member Endfield moved that the Quality First Strategy be funded at \$59,265 for SFY2014 with a target service number of 3 centers and 1 home. Member Mannis seconded, motion passed 9:0:0.

#### **Quality First Child Care Scholarships**

Conflicts: none

Member Grugel moved that the Quality First Child Care Scholarship Strategy be funded at \$156,477 for SFY2014 with a target service number of 32 scholarships. Member Tapia seconded. Motion passed 9:0:0.

#### **Child Care Health Consultation**

Conflicts: none

- Increased to provide services for 3 centers and 1 home as approved for Quality First.
- Discussion noted that members would like to see a need before any further funding is put toward this strategy.

Member Endfield moved that the Child Care Health Consultation Strategy be funded at \$10,080 for SFY2014 with a target service number of 4 Quality First Sites - 3 centers and 1 home. Member Tapia seconded, motion passed 7:0:2 (2 members stepped out of room).

#### **FTF Professional REWARD\$**

Conflicts disclosed: Member Endfield, Member Peck.

- Funding increased to provide additional scholarships to meet number of applications received and increased cost. The funding will be implemented half in fall and half in spring.

Member Tapia moved that the FTF Professional REWARD\$ Strategy be funded at \$40,000 for SFY2014 with a target service number of 29 participating adults. Member Meyer seconded, motion passed 6:0:3 (one member out of room).

#### **Care Coordination/Medical Home**

Conflicts disclosed: Member Northup, Member Meyer

- This strategy is known as Healthy Steps. There is no change in the funding level however the target service units have changed to match the actual implementation and service levels achieved. Funding may need to be increased for SFY2015.

Member Grugel moved that the Care Coordination/Medical Home Strategy be funded at \$600,000 for SFY2014 with a target service unit of 2000 children receiving ongoing care coordination services and 1000 newborns and their families receiving the Newborn Behavioral Observation prior to initial discharge from the hospital. Member Endfield seconded. Motion passed 6:0:3 (Member Taylor out of the room).

#### **Oral Health**

Conflicts: none

- Funding increased for potential expenses required to move the tele-dentistry to full implementation in SFY14.

Member Taylor mentioned that she has noticed a need to reinforce to parents that the varnish and screenings do not take the place of dental checkups. After further discussion Member Mannis moved that the Oral Health Strategy be funded at \$136,000 for SFY 2014 with a target service number of 1200 screens/fluoride varnishes, 55 participating adults receiving oral health education, and 1 participating dental health provider. Member Tapia seconded. Motion passed 9:0:0.

#### **Newborn Follow-Up**

Conflicts: none

- There was no change in the funding or service units for this strategy, however as the strategy is just being implemented following the grantee hiring a person for the position, more data should become available as to the actual numbers being served.

Member Peck moved that the Newborn Follow Up Strategy be funded at \$100,000 for SFY 2014 with a target service number of 150 participating families. Member Endfield seconded. Motion passed 7:0:2 with 2 members abstaining.

#### **Parent Outreach and Awareness**

Conflicts: none

- The funding for this strategy has been increased to include the areas of early literacy, nutrition education, and injury and drug use prevention, and to expand the scope to reach approximately 100% saturation of parents with children younger than age 6. It is expected that an RFGA for this strategy will be released for SFY2014.

Member Mannis moved that the Parent Awareness and Outreach strategy, with a focus on early literacy, nutrition education, and injury/drug use/abuse prevention be funded at \$200,000 for SFY2014 with a target service number of 4000 books and 150 workshops. Member Tapia seconded, motion passed 9:0:0.

#### **Community Awareness**

Conflicts: none

- No changes to funding.

Member Tapia moved that the Community Awareness Strategy be funded at \$30,000 for SFY2014. Member Mannis seconded, motion passed 9:0:0.

#### **Community Outreach**

Conflicts: none

- This strategy funds one three-quarter time employee to provide the Awareness and Outreach for the Council. The funding is increased to reflect the actual costs for this strategy.

Member Grugel moved that the Community Outreach Strategy be funded at \$85,000 for SFY2014 to continue to support one three-quarter position. Member Endfield seconded, motion passed 9:0:0.

#### **Media**

Conflicts: none

- There are no proposed funding changes to this strategy. This strategy funds radio, billboards, and other large media buys.

Member Meyer moved that the Media Strategy be funded at \$10,000 for SFY2014, and that staff work with the media buyer to determine an appropriate mix of media for this region. Member Taylor seconded, motion passed 9:0:0.

#### **Needs and Assets**

Conflicts: none

- This strategy is only funded for SFY2014 and is to provide additional surveys and analysis as well as additional documents that can be used to inform other decision making bodies in the region to move the early childhood system building conversation forward.

Member Peck moved that the Needs and Assets Strategy be funded at \$40,000 for SFY2014 to fund additional work for the SFY2014 Regional Needs and Assets Report. Member Mannis seconded, motion passed 9:0:0.

#### **Statewide Evaluation**

- This is Navajo/Apache Regional Partnership Council's portion of the Statewide Evaluation. No motion is required.

### **Presentation and Possible Approval of Regional School Readiness Indicators, FTF Roles and Prioritized Needs**

After a short break, Chair Mannis called the meeting back to session. Member Northup was excused from the meeting at this time. Regional Director Dobler-Allen presented the School Readiness Indicators, FTF Roles and Prioritized Needs report for the Council. This report identifies the Council's intentions, priorities and indicators. She indicated to the Council that changes could be made and school readiness benchmarks will be discussed and identified prior to the benchmarks being used for data collection during SFY2015. Member Grugel moved that the Navajo/Apache Regional Partnership Council approve the Regional School Readiness Indicators, FTF Roles and Prioritized Needs as presented. Member Meyer seconded. Motion passed 8:0:0.

### **Regional Director's Report**

Chair Mannis gave the floor to Regional Director Dobler-Allen to present her reports.

#### **Monthly Report**

Regional Director Dobler-Allen called the Council's attention to her being included as an Education Panelist for the Navajo County Leadership Forum. She also reported that she was asked to present at the State Lion's Club conference in Prescott regarding the Oral

Health Strategy and that the State Lion's Club leadership has indicated they intend to include Oral Health as an agenda and work with First Things First statewide to promote early childhood Oral Health programs.

#### **Financial Reports**

Regional Director Dobler-Allen presented the monthly financial reports. Most strategies are completely awarded and most now have expenditures posted.

#### **Community Outreach Report**

The Community Outreach report was presented by Michelle Pansulla. Ms. Pansulla reported that "grass roots engagement" is really highlighted by the work that is going on in this region.

#### **Discussion and Approval of Calendar Year 2013 Regional Partnership Council Meetings**

After discussion Member Grugel moved the Navajo/Apache Regional Partnership Council approve the calendar year 2013 Regional Partnership Council meetings be held on the Second Wednesday of each month at 3:00 p.m. He further moved to approve the meeting location cities as proposed by staff. Member Peck seconded, motion passed.

#### **General Discussion**

Chair Mannis asked if any there was any general discussion. Member Peck provided a copy of the poster promoting the Early Childhood Professional Development programs she is recruiting for at Northland Pioneer College.

Member Endfield announced that October 5, 2013 will be the Northland Pioneer College Early Childhood Fair in Snowflake.

#### **Adjourn**

Chair Mannis called for a motion to adjourn. Member Meyer motioned to adjourn and Member Tapia seconded. Motion passed, meeting adjourned at approximately 5:40 p.m.

**The next meeting is scheduled for December 12 in Holbrook.**

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

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**Kalman Mannis, Chair**

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**Kate Dobler-Allen, Regional Director**