



## FIRST THINGS FIRST

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### **Arizona Early Childhood Development & Health Board Navajo/Apache Regional Partnership Council Meeting Meeting Minutes**

A Regular Meeting open to the public was held on Wednesday, November 13, 2013 beginning at 3:00 p.m. The meeting was held at Northland Pioneer College Nizhoni Learning Center, Room 142, 2251 North Navajo Blvd., Holbrook Arizona 86025.

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

Vice Chair Leslie Meyer called the meeting to order at 3:07 p.m. Vice Chair Meyer informed the Council that the Agenda items requiring a vote would be moved toward the front of the Agenda in order to allow those members attending telephonically to leave the meeting early if necessary.

Members present: Vice Chair Meyer, Claude Endfield, Kirk Grugel, Betsy Peck, Linda Thompson, Kristalei Baskins by phone and then in person; telephonically Cathy Taylor and Kalman Mannis.

Members absent: Margie Tapia, Jeffrey Northup, and Nestor Montoya.

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

Vice Chair Meyer moved this agenda item to the last item for the meeting.

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

After going through the items requiring voting, Vice Chair Meyer asked if there are any calls to the public. There were none so Vice Chair Meyer moved on to agenda item #6.

#### **Disclosure of Conflicts**

Vice Chair Meyer asked the Members to look over the Agenda and determine if there are any items with which they may have a conflict of interest. Member Endfield provided a Conflict of Interest Disclosure for agenda items 8a, 8b, 8c, and 8g due to her employment position at NPC. Member Peck provided a Conflict of Interest Disclosure for agenda items 8b due to her employment position at NPC. Member Meyer provided a Conflict of Interest Disclosure for agenda items #6 and 8a and 8h due to her employment at Summit Health Care. Member Taylor provided a Conflict of Interest Disclosure for item # 8h due to her employment at North Country Health Care.

#### **Presentation, Discussion and Approval of October 9, 2013 Regular Meeting Minutes**

Vice Chair Meyer asked for a motion for approval of the October 9 meeting minutes. Member Grugel moved to approve the October 9, 2013 Regular Meeting Minutes as presented. Member Endfield seconded. Motion passed 7:0:0.

#### **Review and Discussion of Community-Based Development Early Care Education Professionals October Reporting**

Vice Chair Meyer skipped this agenda item and said the Council would come back to it. After returning to this item, Regional Director Dobler-Allen asked Charlene Surber to go through the October reporting that was received by the Grantee. During discussion it was noted that the Council was satisfied with the October Reporting. Ms. Surber also asked if any additional questions were needed for the November reporting. There were none.

#### **Presentation on Summit Regional Medical Center Midwifery**

Vice Chair Meyer tabled this agenda item until December when it can be re-scheduled with Dr. Northup.

#### **Presentation and Discussion of State Fiscal Year 2015 Strategies and Funding Plan**

Regional Director Dobler-Allen said that at this point in the process, the Council will be discussing at the Strategy Level, and not at the Contract Level. She verified the members attending by phone at this point in order to determine quorum for each of the strategies. Regional Director Dobler-Allen provided background information and explained the funding level identified by the Council for each strategy and the associated TSU's as each agenda item was addressed.

##### **a. Community Based Early Care Education Professionals**

This item was skipped as there are not enough members present to maintain quorum due to declared conflicts. Regional Director Dobler-Allen returned to this item and it was determined that there were not enough Council members present to

maintain quorum to vote on this agenda item. Regional Director Dobler-Allen apologized and said she would schedule a Special Meeting by telephone next week to approve this budget item.

**b. Recruitment into the Field**

This item was skipped as there are not enough members present to maintain quorum due to declared conflicts. Regional Director Dobler-Allen returned to this item and presented the proposed budget allocation. Members Endfield and Peck had declared conflicts. Member Thompson moved to approve the Recruitment into the Field Strategy budget allotment for SFY2015 for \$90,000 with targeted service units of 30 participating professionals. Member Baskins seconded. Motion passed 6:0:2.

**c. Scholarships non-TEACH**

This item was skipped as there are not enough members present to maintain quorum due to declared conflicts. Regional Director Dobler-Allen returned to this item and presented the proposed budget allocation. Members Endfield and Peck declared conflicts. Member Meyer moved to approve the Scholarship non-TEACH strategy budget allotment for SFY2015 of \$15,000 and target service units of 14 professionals receiving scholarships. Member Thompson seconded. Motion passed 6:0:2.

**d. Quality First**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen explained the changes in how QF is being presented for SFY15; this year the modules are separated into individual components existing of Quality First, Child Care Health Consultation, and Quality First Child Care Scholarships, rather than being lumped into one sum as in previous years. There was discussion about the percentage of funds the Council is putting toward Quality First, Vice Chair Meyer reminded the Council that is a conversation at the Contract level which will be conducted during SFY16-18 strategic planning. Member Grugel moved to approve the Quality First strategy package for 3 Centers and 1 Home with **estimated** funding allotment of \$46,735 as presented in today's Funding Plan document. The Quality First package includes the following strategies for enrolled providers: Quality First Academy, Warmline Triage and the Warmlines for Child Care Health Consultation, Inclusion, Mental Health Consultation; Quality First Coaching and Incentives. The **estimated** amounts included in this motion will be updated and finalized according to the Quality First model and the Quality Ratings of the enrolled sites and updated information will be brought back to the Regional Council at a future meeting. Member Thompson seconded, motion passed 6:1:0.

**e. Child Care Health Consultation**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen provided the proposed allocation and TSU's for this item. Member Endfield moved to approve the Child Care Health Consultation Strategy for the 3 Centers and 1 Home enrolled in Quality First package; and the frontier adjustment for additional funding for mileage and travel for service delivery in our region for Child Care Health Consultation. The total budget allotment for the strategy is \$11,880. Member Thompson seconded, motion passed 5:1:0, Member Baskins briefly lost signal.

**f. Quality First Child Care Scholarships**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen provided the proposed allocation and TSU's for this item. Member Endfield moved to approve the Quality First Child Care Scholarship Strategy including an **estimate** of 25 scholarships for programs enrolled in Quality First and an addition of 11 scholarships for children 0-5 throughout the region. The total budget allotment for the strategy is **estimated** to be \$274,849. The **estimated** amounts included in this motion will be updated and finalized according to the Quality First model and the Quality Ratings of the enrolled sites and updated information will be brought back to the Regional Council at a future meeting. Member Thompson seconded. Motion passed 5:2:0.

**g. FTF Professional REWARD\$**

Member Mannis joined the meeting telephonically. Member Endfield declared a conflict. Regional Director Dobler-Allen provided the proposed allocation and TSU's for this item. Member Peck moved to approve the FTF Professional Reward\$ strategy budget allotment for SFY2015 of \$40,000 and target service units of 29 incentive awards distributed. Member Thompson seconded. Motion passed 6:1:1.

**h. Care Coordination/Medical Home**

Members Meyer and Taylor declared conflicts. Regional Director Dobler-Allen provided the proposed allocation and information about the proposed TSU's. Member Grugel moved to approve the Care Coordination/Medical Home Strategy budget allotment for SFY2015 of \$600,000 with target service units of 3000 children served and developmental sensory strategy, a required secondary strategy with 1000 developmental screenings conducted as the target service unit. Motion passed 6:0:2.

**i. Oral Health**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen presented the proposed allocation and TSU's. Member Peck moved to approve the Oral Health strategy budget allotment for SFY2015 of

\$136,000 with target service units of 1200 oral health screenings, 55 participating adults, and 1200 fluoride varnishes and 1 participating professional. Member Thompson seconded. Motion passed 8:0:0.

**j. Newborn Follow-up**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen presented the proposed allocation and TSU's. Member Thompson moved to approve the Newborn Follow-up strategy budget allotment for SFY2015 of \$100,000 with target service units of 150 families served. Member Endfield seconded. Motion passed 8:0:0.

**k. Parent Outreach and Awareness**

There were no conflicts disclosed for this agenda item. Regional Director Dobler-Allen presented the proposed allocation and TSU's. Member Grugel moved to approve the Parent Outreach and Awareness strategy budget allotment for SFY2015 of \$185,000 with target service units of 4000 books distributed and 150 workshops held. Member Endfield seconded. Motion passed 7:0:0. Member Baskins was in transition from her vehicle.

**l. Community Awareness**

Regional Director Dobler-Allen presented the proposed allocation. Member Endfield moved to approve the Community Awareness Strategy budget allotment for SFY2015 of \$30,000. Member Peck seconded. Motion passed 8:0:0.

**m. Community Outreach**

Regional Director Dobler-Allen provided the proposed allocation and explained the increase in the budget amount from the discussion at the October meeting. Member Thompson moved to approve the Community Outreach strategy budget allotment for SFY2015 of \$93,000. Member Endfield seconded. Member Grugel asked for an executive session agenda item at a future meeting to discuss this budget. Vice Chair Meyer called for a vote. Motion passed 8:0:0.

**n. Media**

Regional Director Dobler-Allen provided the proposed allocation. Member Peck moved to approve the Media strategy budget allotment for SFY2015 of \$10,000. Member Endfield seconded. Motion passed 8:0:0.

**o. Statewide Evaluation**

After discussion it was noted that no vote is required for this agenda item as it is a mandatory state directed budget item.

At this point Regional Director Dobler-Allen verified which Members were present and returned to agenda items 8b and 8c.

**Regional Director's Report**

Vice Chair Meyer asked Regional Director Dobler-Allen to give her Monthly Director's Report. The Council welcomed Kate back.

**Monthly Report**

Regional Director Dobler-Allen began by thanking Senior Director Turner for handling the meetings during her absence. Regional Director Dobler-Allen reported that she has done a lot of traveling since her return attending meetings in Phoenix and also in Prescott presenting at the Statewide Lion's Club conference.

**Financial Reports**

Regional Director Dobler-Allen noted that so far strategies have been expending and currently there are no programs that are concerning to her. Regional Director Dobler-Allen also noted that at the December Regular Meeting she will provide the first quarter narrative reports from the grantees, she will have the actual costs for the Quality First Strategies, and that the Council will set the meeting dates and times for the next calendar year.

**General Discussion**

Vice Chair Meyer asked if anyone had anything to share. Member Grugel reported that he recently joined the Holbrook Chamber of Commerce and has had several opportunities to expand his network and meet with other groups. He is also going to be interviewed for a program on Channel 4 TV. Member Endfield reported that over 10,000 applications for CDA have been received in Washington DC. She reported that she represented Northland Pioneer College at the Arizona Town Hall. She said it was an inspiring event. Member Thompson applauded Claude for her work. Member Peck reported that she had also attended Arizona Town Hall and gained a lot of insight into Early Childhood Education around the state.

**Adjourn – next meeting scheduled for December 11, 2013 in St. Johns**

Vice Chair Meyer asked for a motion to adjourn. Member Grugel moved to adjourn. Member Peck seconded, motion passed and the meeting was adjourned at 4:24 p.m.

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

 12/11/13  
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Kalman Mannis, Chair

 12/11/13  
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Kate Dobler-Allen, Regional Director