



# FIRST THINGS FIRST

*Ready for School. Set for Life.*

*05-16-2013 CCHS Attachment 1*

## **Arizona Early Childhood Development & Health Board Cochise Regional Partnership Council**

### **Meeting Minutes March 21, 2013**

#### **Call to Order/Pledge of Allegiance/Introductions**

The Regular Meeting of the First Things First Cochise Regional Partnership Council was held on Thursday, March 21, 2013, at the Sierra Vista Police Station, 911 North Coronado Drive, Sierra Vista, Arizona, 85635.

#### **Council Members Present:**

Shawn Buckhanan, Marge Dailey, Chuck Hoyack, Dr. Stephen Poling (via phone), Melanie Rottweiler, Jane Strain, Michael Vetter, and Nancy-Jean Welker

Council Members Absent: Pastor Tommy Simpson

#### **Others Present:**

Melissa Avant, Sarah Furnas, Cindi Alva (via phone), Kathleen Vedock, Joyce Flieger, Nicole Sanchez, Emma R Jimenez, Alesia Ash, Frances Roberson, Charlotte Taylor, and Lana Tompkins-Stutzman.

Chair Rottweiler welcomed everyone, and called the meeting to order at approximately 2:04 p.m. Chair Rottweiler led the Regional Council Members and those present in the Pledge of Allegiance.

Chair Rottweiler made a quick introduction to Alesia Ash, with Congressman Barbers Office, and Dr. Vedock, with Palominas Rural Health Clinic.

#### **Declarations of Conflicts of Interest**

Chair Rottweiler explained to the Regional Council Members that they could declare their Conflicts of Interests at this time or wait until the specified agenda item. No Regional Council Members declared a Conflict of Interest at this time.

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

Chair Rottweiler made a Call to the Public. There were two responses to the Call to Public.

Nicole Sanchez, Registered Nurse with First Things First, Child Care Health Consultant for the Cochise Region, working with the Quality First Program, gave a brief overview of the Safe to Sleep Campaign. Ms. Sanchez stated that there were 64 deaths related to unsafe sleep environments in 2011, which is 64 too many and that she is a Safe Sleep Champion bringing Safe Sleep information to childcare providers. Ms. Sanchez explained that the Safe to Sleep Campaign educates and reminds parents and child care

providers to place children to sleep on their backs, to create a separate sleep environment, a safe environment without toys, to use the newly approved safe cribs guidelines, and a tight fitting mattress to prevent Sudden Infant Death Syndrome otherwise known as SIDS. Ms. Sanchez stated that she had pamphlets in the back if anyone wanted to take one.

Joyce Flieger, Dental Hygienist Coordinator for University of Arizona First Smiles Program with First Things First Cochise County, gave a brief overview of what adults can do to help fight tooth decay and spoke of Xylitol, a sugar free substance that makes bacteria in the mouth unable to digest sugars. Ms. Flieger passed around some candy with Xylitol in it to the Regional Council Members and set out a flyer on the back table explaining Xylitol further.

#### **Discussion and Possible Approval of Minutes**

Chair Rottweiler asked the Regional Council Members for a discussion and possible approval of the February 21, 2013 Regular Meeting minutes.

A motion was made by Member Vetter to approve the February 21, 2013 Regular Meeting minutes; Member Welker seconded the motion. Motion carried by a unanimous vote by those members present (7-0-0).

Member Reverend Shawn Buckhanan arrived at 2:11pm.

#### **Discussion and Possible Approval of the Cochise 2014 Regional Needs and Assets Report Vendor**

A. 2014 Cochise Regional Needs and Assets Report Summarized Scope of Work, Timeline and Vendor Profiles

Chair Rottweiler recognized Melissa Avant, Regional Director, who gave a brief explanation of State Mandate to select a Needs and Assets Vendor. Ms. Avant explained the information provided in the Regional Council's packets regarding the Vendor selection.

Chair Rottweiler asked the Regional Council Members for a discussion and possible approval to approve Donelson Consulting as the 2014 Needs and Assets Vendor.

A motion was made by Member Hoyack to approve Donelson Consulting as the 2014 Needs and Assets Vendor; Member Welker seconded the motion. Motion carried by a unanimous vote by those members present (8-0-0).

#### **Chair and Vice Chair Meeting Update and State Board Presentation Update**

Chair Rottweiler recognized Member Reverend Shawn Buckhanan who attended the Chair and Vice Chair meeting in place of Chair Rottweiler and Vice Chair Poling who were unable to attend. Member Buckhanan gave a brief overview of what he learned and about how much responsibility each and every Regional Council Member actually has.

Member Buckhanan gave a brief overview of his experience at the State Board Presentations. Member Buckhanan explained that he shared Cochise Regional Councils goals and objectives with the State Board and that the Cochise Regional Council is very focused on those goals and objectives. Member Buckhanan mentioned that he also brought to the attention of the State Board that when he says he represents the Faith based community, he means all the faith based communities and organizations in the Cochise Region.

Member Buckhanan gave a brief overview of non-funding events and how First Things First might possibly utilize them.

#### **Discussion and Possible Approval of Additional Funding for An Approved Sponsorship**

A. City of Sierra Vista Eggstravaganza

Chair Rottweiler recognized Melissa Avant, Regional Director who gave a brief explanation of why the City of Sierra Vista Eggstravaganza event needed additional funding and that it was a clerical error in the February Regional Council Vote regarding this event.

Chair Rottweiler asked the Regional Council Members for a discussion and possible approval of the additional funding sponsorship request to the City of Sierra Vista in the amount of \$400 for the Eggstravaganza event based on the error from the February meeting.

A motion was made by Member Buckhanan to approve the additional funding sponsorship request to the City of Sierra Vista in the amount of \$400 for the Eggstravaganza event based on the error from the February meeting; Member Dailey seconded the motion. Motion carried by a unanimous vote by those members present (8-0-0).

#### **Discussion and Activity on System Building**

Chair Rottweiler recognized Melissa Avant, Regional Director who facilitated a lengthy discussion and system building dialogue activity with all the Regional Council Members and members of the public, regarding building an early childhood system in the Cochise Region.

Member Strain left the meeting at 3:18pm.

#### **Announcements**

- A. Next Regular Meeting – May 16, 2013 , Location TBD
- B. City of Sierra Vista Eggstravaganza – March 23, 2013 - 9 am to noon – First Things First will be handing out books, coloring bookmarks, and handing out bags.
- C. Committee for the Prevention of Child Abuse (CPCA) Annual Conference – April 5, 2013 – date has been moved tentatively to April 23, 2013.
- D. Cookies to Crumbs, Ideas to Actions – April 12, 2013
- E. Month of the Military Child – April 13, 2013
- F. Tour of Educare – April 18, 2013 – RSVP by April 5, 2013
- G. West End Fair – May 5, 2013
- H. Community and Council Updates:

Member Welker – announced that she is very excited for the Bowie Reading Challenge and the upcoming Summer Reading Program.

Chair Rottweiler – requested that reminders be sent out a week before happenings or events. Chair Rottweiler mentioned that she had visited the new Cochise Regional Office.

#### **Adjournment**

With no further business before the Regional Council, Chair Rottweiler adjourned the meeting at 3:46 p.m.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Submitted By: Sarah Furnas  
Administrative Assistant II

Approved By: \_\_\_\_\_  
Chair, Melanie Rottweiler

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