



FIRST THINGS FIRST
Ready for School. Set for Life.

**Policy and Program Committee
 Meeting Minutes
 July 19, 2012**

Call to Order

The Regular Meeting of the First Things First – Arizona Early Childhood Development and Health Board Program Committee was held on Thursday, July 19, 2012 at 8:30 a.m. The meeting was held in the First Things First Board Room, 4000 North Central Avenue, Suite 800, Phoenix, Arizona 85012.

Members Present:	Dr. Pam Powell, Bill Berk, Dr. Randal Christensen, Amy Corriveau, Mary Ellen Cunningham, Julianne Hartzell, Warren Kontz (Designee for Kenton Laffoon), Eva Lester (Designee for Alan Taylor), Laurie Smith, Kim Van Pelt, Brad Willis
Members Absent:	Gayle Burns, Colleen Day-Mach, Toni Harvier, Naomi Karp, Dr. Eva Marie Shivers
Advisory Committee Members:	Jeanette Shea, Co-Chair of the Family Support and Literacy Advisory Committee Pat VanMaanen Marilee Dal Pra,
FTF Staff Facilitators:	Karen Woodhouse, Dr. Ida Rose Florez

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

Review and Approval of Meeting Minutes

Chair Powell called for a motion to approve the meeting minutes from May 31, 2012. Member Willis motioned to approve the meeting minutes and Member Van Pelt seconded. Motion carried.

Professional Development System-Building Workgroup Presentation

Dr. Ida Rose Florez presented the work of the Professional Development System-Building Workgroup (PD Workgroup). Dr. Florez reviewed the top four work items of the PD Workgroup which consist of: 1) Development of a two year Action Plan with the first six months serving as a planning phase, 2) Revision of an Arizona Workforce Registry which will replace the SUCCEEDS Program, 3) Presentation of the PD Workgroup Plan to the Board in December 2012 or January 2013 and 4) Presentation to the Board a recommendation to establish the PD Workgroup as a formal Advisory Committee under the Policy and Program Committee.

Questions and concerns to be addressed as the PD Workgroup continues in their planning include: who will provide training for the workforce registry; how will the registry connect with the REWARD\$ Program; if the PD Workgroup considers changing the population it serves from the existing 0-5 year olds to 0-8 year olds because of credentialing considerations, what implications will that have on the governance in the Early Childhood System and what will the system look like; and how will this affect the Family, Friends and Neighbors providers either regulated or unregulated.

Recommended State Level Benchmarks for School Readiness Indicators

Karen Woodhouse led the Program Committee through a review and discussion of the state level benchmark recommendations from the Early Learning and Family Support, Developmental Screening, Nutrition, Obesity Prevention, and Well Child, and Oral Health Sub-Committees using the Indicator and Benchmark Summaries distributed in the meeting materials. Karen also presented a plan of action and timeline for final recommendations and approval.

School Readiness Indicator #1 is a top priority for all 31 Regional Partnership Councils but will not have a benchmark identified for a few more years until data is collected. The Piper Trust is providing startup funds but there is still discussion on how the tool be implemented and funding sustained. Considerations to think about include being specific about the use and potential misuse of the tool and data. It must be clear that the tool is not intended to keep children out of kindergarten.

Readiness Indicators #2, 3 & 4 use Quality First data, with baseline data not available until the end of FY 2013. The numbers will fluctuate/increase as more centers participate and receive ratings.

School Readiness Indicator #3 uses a definition reflected in FTF Standard of Practices for children with special needs. Members discussed the need to define what a special needs percentage means before a benchmark can be set. It was recommended to

change the language of the benchmark numerator and denominator to more closely match that of Indicator #2. Recommendation also made to change the benchmark from 1% to 3-5%.

School Readiness Indicator #4 used information from the national organization, Child Care Aware, and the DES Market Rate Survey for the benchmark.

School Readiness Indicator #5. Data from the Arizona Early Intervention Program (AzEIP) is collected annually but there agreement that other data sources should also be used to establish a benchmark. The recommendation is to wait until an opportunity assessment on Arizona's system for intervening early is completed, and then reconvene the sub-committee to determine the data sources to use for the benchmark.

School Readiness Indicator #6. The Sub-committee will have to reconvene to work on determining percentages for this indicator as ADE suggests that all data are still not accurate at this point. The Program Committee agrees that the Sub-committee can meet and recommend the benchmark for this indicator prior to going to the Board. The initial trend line data of 15% is a combination of three and four year olds enrolled in Part B, but did not include children leaving special education prior to reaching four years of age so this percentage is not accurate for the intent of the indicator.

School Readiness Indicator #7. Members discussed how the indicator will be measured. First Things First is working with partner agencies and is entering into a Memorandum of Understanding with the Arizona Department of Economic Security, the Arizona Department of Health and Arizona Department of Education to agree on common language/standards to improve parent education and the quality of meals in child care settings. First Things First also has a strategy for food security and nutrition. The Arizona Department of Health Services focuses on women prior to pregnancy as a form of prevention and works with child care settings to empower their programs.

School Readiness Indicator #8 sets a reasonable benchmark of reaching 75-80% of children who receive timely well child visits. Information from the Arizona Health Care Cost Containment System, which uses the Healthcare Effectiveness and Information Data System (HEDIS) Performance Standards is currently being used but because the national standards are changing, the HEDIS indicators will also be changing. The benchmark will be adjusted accordingly when the change occurs.

School Readiness Indicator #9 and #10 were reviewed without change; however, the benchmark data for Indicator #10 is still being analyzed, and will be finalized using the recommendation of a 10% increase from the Sub-committee and presented to the Board in October 2012.

Chair Powell called for a motion to approve that Indicators #3, 6 and 10 be accepted with modifications as discussed during the meeting. Member Corriveau motioned to approve the indicators with modifications and Member Christensen seconded. Motion carried.

Next Steps and FY13 Meeting Dates

Chair Powell announced the upcoming meetings of the Program Committee. Members were asked to hold these dates on their calendars:

- October 4, 2012, 10:00 a.m. – 12:00 p.m.
- December 6, 2012, 10:00 a.m. – 12:00 p.m.
- March 7, 2013, 10:00 a.m. – 12:00 p.m.

Adjournment

Chair Powell adjourned the meeting at approximately 11:45 a.m.

Submitted by:

Approved by:

Karen M. Woodhouse, Chief Program Officer

Dr. Pamela Powell, Committee Chair

Cynthia Chavarria, Executive Staff Assistant