



FIRST THINGS FIRST

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Arizona Early Childhood Development & Health Board

Navajo/Apache Regional Partnership Council Meeting

DRAFT Meeting Minutes

A Regular Meeting of the Navajo/Apache Regional Partnership Council was held on Wednesday, December 10, 2014. The meeting was open to the public and was held at the St. Johns Apache County Library, 35 South 3rd West in St. Johns, Arizona, 85936.

Welcome and Roll Call of Regional Council Members/Call to Order

Chair Mannis called the meeting to order at 3:05 pm. Chair Mannis asked for a roll call. Members present were Thia Ebert-Loomis, Claude Endfield, Doug Harris, Byron Lewis, Kalman Mannis, Nestor Montoya, Vicki Schmitt, and by phone Kristalei Baskins. Member Kim (Roberts) Avery arrived later. Chair Mannis asked the member on the phone to identify herself when speaking or voting.

Member Leslie Meyer was absent.

Member Report and Updates

Chair Mannis asked if any members had reports or updates. Member Montoya reminded the Regional Council of the meeting of community Faith leaders that will be held on December 14, 2014 at 7:00p.m. at the St. Johns High School auditorium.

Member Endfield announced that Tracy Ison, who is a Quality First participant and recent graduate will be receiving recognition from Northland Pioneer College Governing Board on Tuesday December 16th.

Member Lewis reminded the Regional Council that open enrollment for Affordable Health Care Act health insurance goes until 2/15/2015.

Member Mannis announced that the Sequoia Village School Winter Bazaar has been cancelled due to scheduling conflicts.

Call to the Public

There were no calls to the public received at this time.

Disclosure of Conflicts

Chair Mannis asked members to disclose any conflicts with items on today's agenda. Members Lewis and Ebert-Loomis disclosed conflicts with agenda item 7a.

Approval of November 12, 2014 Regular Meeting Minutes

Chair Mannis asked for a motion for the November Meeting minutes. Member Ebert-Loomis moved the November 12, 2014 Regular Meeting minutes be approved as presented. Member Schmitt seconded. Motion passed.

Presentation, Discussion and Possible Approval of SFY2016 Regional Funding Plan Strategy Allocations

Chair Mannis told the Regional Council that due to final cost information for the Quality First model, there are some cost changes that will affect the SFY2016 Funding Plan the Regional Council approved at the November meeting. Regional Director Dobler-Allen informed the Regional Council Members that the changes are cost changes only, and there are no service unit changes.

Quality First

Regional Director Dobler-Allen provided a copy of the revised Funding Plan. She noted the difference between the amount presented on November 12 and now and said that there will not be a change in the service units. Member Harris moved to approve the Quality First strategy package for 3 Centers and 1 Home funding allotment of \$52,000 for SFY2016. The Quality First package includes the following strategies for enrolled providers: Quality First Academy including coaching, incentives, and technical support strategies. Member Endfield seconded. Motion passed.

Quality First Child Care Scholarships

Regional Director Dobler-Allen noted on the copy of the revised Funding Plan the difference between the amounts presented on November 12, and on December 10, and noted that there are no service unit changes. Member Endfield

moved to approve the Quality First Child Care Scholarship Strategy funding allotment for SFY2016 for \$187,902 for the base model for 22 scholarships for 3 Centers and 1 home with 2-5 star ratings. Member Schmitt seconded. Motion passed.

Presentation, Discussion and Possible Approval of SFY2016 Target Populations and Scopes of Work

Member Lewis declared a conflict with item 7a due to his employment at North Country Health Care, Member Ebert-Loomis declared a conflict with item 7a due to her employment at Summit Healthcare.

Regional Director Dobler-Allen said she is presenting proposed Scopes of Work for the two Strategies that will have new RFGA or Government to Government contracts in spring of 2015. She said she is asking the Regional Council for direction in preparing the Scopes of Work for these contracts.

Care Coordination/Medical Home Strategy

Regional Director Dobler-Allen proposed the primary focus for the Healthy Steps contract for SFY2016-18 will be on reaching newborns delivered at Summit Healthcare, or at valley hospitals and outreach and recruitment efforts should focus on newborns and their families. She noted based on the demographics of our region, the majority of children in the region experience social risks based on: low family income, low family literacy levels, unemployment, and other factors that place them at risk for developmental challenges. The Regional Partnership Council directed Regional Director Dobler-Allen to include the National Healthy Steps for Young Children model, with RFGA as the funding mechanism and primary focus on outreaching to newborns in the region.

Oral Health Strategy

Regional Director Dobler-Allen provided information for the Oral Health Strategy. The Staff recommendation is to continue to reach children younger than age 6 across the region, provide workshops and conduct outreach across the Navajo/Apache Region, and conduct at least 8 tele-dentistry events in outlying communities of the region. She recommended a Government to Government agreement for SFY2016-18. The Regional Partnership Council directed Regional Director Dobler-Allen to pursue the Scope of Work as presented.

Community Outreach Report

Michelle Pansulla, Community Outreach Coordinator presented her monthly report. As part of her continuing series presenting the Educational Reinforcement Items used to promote awareness for FTF, she provided information on the fact post cards, newborn and toddler onesies, and the pen and highlighter combo. She said that she is putting together a catalog so that Regional Council members will have a reference of available items. Ms. Pansulla also reported on her activities over the past month. She said that there is a site tour at Tracy Ison's group home coming up, as well as other events. She will provide details as soon as they are available.

Discussion and Possible Approval of 2015 Calendar Year Meeting Dates, Times, and Locations

Regional Director Dobler-Allen told the Regional Council that it is time to set the meeting dates for 2015. She provided a template with the proposed dates, locations and times. After discussion the Regional Council made a few changes to the schedule but kept the regular meeting date as the 2nd Wednesday of the month at 3:00 pm. Member Schmitt moved to approve the Calendar Year 2015 Regional Partnership meeting dates, times and meeting locations as presented with the following changes:

The November meeting will be on November 18, 2015 at Summit Healthcare in Show Low at 3:00 pm (because 11-11-15 is a Holiday)

The March 11, 2015 meeting will be in Holbrook at 3:00 pm;

The April 8, 2015 meeting will be in Springerville at 3:00 pm.

The July 8, 2015 meeting will be in Show Low at Sequoia Village School at 2:00 pm (to allow time for a pot luck dinner following the meeting).

Member Endfield seconded, motion passed.

Regional Director Dobler-Allen reminded the Regional Council some venues and room numbers are to be determined, the specific locations will be published as soon as finalized.

Regional Director's Report

Regional Director Dobler-Allen announced office closures for the holidays on December 25, and January 1, and January 19 for Martin Luther King Day. She also told the Regional Council that the presentation of the Funding Plan for SFY2016 will be by the Chairs and Vice Chairs on January 20, 2015. She reported that Krista Beazley and Michelle Pansulla will be attending the NPC Advisory Council Meeting on January 27 as she will be in class in Phoenix that day.

Regional Director Dobler-Allen announced that Ryan Cluff has been appointed by the FTF State Board to the Regional Council to fill the Health Services Provider seat. His first official meeting will be on January 14, 2015. She also reported that Three Rivers Education Foundation from New Mexico has procured federal grant funding for a project called Building Communities Supporting

Children's Reading. Mr. John Jarchow has been hired as the coordinator for the NE Arizona region. Regional Director Dobler-Allen said she is expecting partnership opportunities will also be available.

Monthly Report

Regional Director Dobler-Allen provided the Regional Council with a schedule of her activities for December and January. She also called the Regional Council's attention to the Unfunded Coordination Work section. She said this will be included in each report going forward and High Quality ECE Partners, Navajo-Apache-Gila Oral Health Coalition, and Court Teams will be reported as unfunded approaches, with quarterly narrative updates beginning in SFY2016.

SFY 2015 Financial Reports

Regional Director Dobler-Allen provided the financial reports for December. She said that all grantees are submitting and there are no unexpected expenses on the report.

Future Agenda Items and Announcements

Member Harris said the Naomi House/Lions Club Christmas party will be on December 19, at 2:00 pm at Naomi House at Joseph City, east of Holbrook. Everyone is invited. Member Schmitt informed the Regional Council that Carrousel Child Care center closed leaving Snowflake with only 1 group home for child care.

Adjourn – next meeting scheduled for January, 2014

Chair Mannis asked for a motion to adjourn. Member Harris moved to adjourn, Member Ebert-Loomis seconded. Motion passed. The January 14, 2015 meeting will be in Show Low.

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

Kalman Mannis, Chair

Kate Dobler-Allen, Regional Director



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AGENDA ITEM: Presentation of the *DRAFT* State Fiscal Year 2016 Strategic Funding Plan for the Navajo/Apache Regional Partnership Council

BACKGROUND: The Regional Council has reviewed and discussed all relevant data and information, and has approved all components of this document. This strategic plan addresses state fiscal years 2016-2018 and will be presented to the FTF State Board for their approval on Tuesday, January 20, 2015.

RECOMMENDATION: For informational purposes only, no action is needed.



FIRST THINGS FIRST

Ready for School. Set for Life.

SFY 2016 Regional Funding Plan

Navajo/Apache
Regional Partnership Council

Presented to the First Things First Board
January 20-21, 2015



**NAVAJO/APACHE
Funding Plan Summary**

SFY 2016 Proposed

Allocations and Funding Sources	2016	Recommendations to the Board SFY16 Strategies and Allotments
FY Allocation	\$515,052	
Population Based Allocation	\$467,098	
Discretionary Allocation	\$47,955	
Other (FTF Fund balance addition)		
Carry Forward From Previous Year	\$953,583	
Total Regional Council Funds Available	\$1,468,636	
Strategies	Proposed Allotment	
Professional Development for Early Childhood Professionals (Community Based Professional Development Early Care and Education Professionals)	\$225,000	Recommend Approval
College Scholarships for Early Childhood Professionals	\$12,000	Recommend Approval
Quality First Academy <i>(Statewide)</i>	\$3,760	Recommend Approval
Quality First Coaching & Incentives <i>(Statewide)</i>	\$46,040	Recommend Approval
Quality First Specialized Technical Assistance <i>(Statewide)</i>	\$2,200	Recommend Approval
Quality First Scholarships <i>(Statewide)</i>	\$187,902	Recommend Approval
Child Care Health Consultation <i>(Statewide)</i>	\$11,880	Recommend Approval
Care Coordination/Medical Home	\$550,000	Recommend Approval
Oral Health	\$136,000	Recommend Approval
Parenting Outreach and Awareness	\$102,000	Recommend Approval
Community Awareness <i>(FTF Directed)</i>	\$10,000	Recommend Approval
Community Outreach <i>(FTF Directed)</i>	\$93,000	Recommend Approval
Media <i>(FTF Directed)</i>	\$10,000	Recommend Approval
Statewide Evaluation <i>(statewide) (FTF Directed)</i>	\$78,633	Recommend Approval
Total	\$1,468,414	
Total Unallotted	\$222	

NAVAJO/APACHE REGIONAL PARTNERSHIP COUNCIL

**Regional Funding Plan
SFY 2016
July 1, 2015 - June 30, 2016**

- I. Regional Allocation Summary**
SFY 2013 - 2015 and SFY 2016 - 2018

- II. Three Year Recap - Review of SFY 2013 - 2015 Funding Plans**
 - A. Strategy Allotments, Awards and Expenditures
 - B. Strategies and Units of Service

- III. SFY 2016 – 2018 Strategic Direction**
 - A. Regional Priorities, Selected FTF Indicators and Priority Roles, and Approaches to Achieve Outcomes
 - B. System Building - Unfunded Approaches
 - C. Changes in Funded Approaches from SFY 2015 to SFY 2016
 - D. Target Service Units Proposed
 - E. Proposed Funding Summary SFY 2016 -2018
Regional Partnership Council Budget

**Section I.
Regional Allocation Summary**

NAVAJO/APACHE Regional Partnership Council

Allocations and Funding Sources	SFY 2013	SFY 2014	SFY 2015	SFY 2016	SFY 2017	SFY 2018
FY Allocation	\$1,260,632	\$1,481,891	\$1,507,152	\$515,052	\$1,468,636	\$1,468,636
Population Based Allocation	\$704,522	\$847,750	\$862,404	\$467,098	\$946,267	\$946,267
Discretionary Allocation	\$422,965	\$493,565	\$495,178	\$47,955	\$522,368	\$522,368
Other (FTF Fund Balance Addition)	\$133,145	\$140,576	\$149,570			
Carry Forward from Previous Year	\$1,256,394	\$1,273,526	\$1,159,958	\$953,583	\$222	\$2,808
Total Regional Council Funds Available	\$2,517,026	\$2,755,417	\$2,667,109	\$1,468,636	\$1,468,857	\$1,471,444

For SFY 2016 regional allocations were adjusted so that each region's carry forward and balance is part of the allocation rather than being in addition to.



Section II.A.

SFY 2013 - 2015 Strategy Allotments, Awards and Expenditures



FY 2013 - 2015
Navajo/Apache
Funding Plan Summary

Allocations and Funding Sources	2013			2014			2015	
FY Allocation			\$1,260,632			\$1,481,891		\$1,507,152
Population Based Allocation			\$704,522			\$847,750		\$862,404
Discretionary Allocation			\$422,965			\$493,565		\$495,178
Other (FTF Fund balance addition)			\$133,145			\$140,576		\$149,570
Carry Forward From Previous Year			\$1,256,394			\$1,273,526		\$1,159,958
Total Regional Council Funds Available			\$2,517,026			\$2,755,417		\$2,667,109
Strategies	Allotted	Awarded	Expended	Allotted	Awarded	Expended	Allotted	Awarded
Learning Labs	-						-	
Community Based Professional Development Early Care and Education Professionals				\$125,000	\$124,999	\$124,872	\$250,000	\$250,000
Recruitment into Field	\$90,000	\$90,000	\$74,083	\$90,000	\$90,000	\$83,608	\$90,000	\$90,000
Scholarships non-TEACH	\$15,000	\$15,000	\$13,640	\$15,000	\$15,000	\$14,742	\$15,000	\$15,000
Quality First	\$49,693	\$45,641	\$37,998	-			-	
Quality First Academy				\$3,595	\$2,986	\$2,403	\$3,760	\$3,760
Quality First Child Care Health				\$189	\$189	\$143	\$188	\$133
Quality First Coaching & Incentives				\$53,729	\$53,729	\$47,740	\$40,779	\$38,435
Quality First Inclusion Warmline				\$799	\$799	\$557	\$840	\$741
Quality First Mental Health				\$822	\$822	\$785	\$864	\$864
Quality First Warmline Triage				\$320	\$320	\$316	\$304	\$304
Child Care Health Consultation	\$7,560	\$7,542	\$2,494	\$9,891	\$7,783	\$6,880	\$11,880	\$11,817
Scholarships TEACH	\$6,600	\$6,600	\$1,295	-			-	
Quality First Scholarships	\$182,976	\$182,976	\$120,872	\$156,477	\$156,477	\$149,649	\$268,940	\$268,940
FTF Professional REWARD\$	\$13,500	\$13,500	\$12,646	\$40,000	\$39,150	\$37,322	\$40,000	\$39,150
Care Coordination/Medical Home	\$600,000	\$599,993	\$595,693	\$600,000	\$599,998	\$599,987	\$600,000	\$600,000
Newborn Follow-up	\$100,000	\$98,959	\$33,436	\$100,000	\$99,994	\$82,405	\$100,000	
Oral Health	\$130,000	\$130,000	\$88,953	\$136,000	\$136,000	\$123,405	\$136,000	\$136,000
Parent Outreach and Awareness	\$60,000	\$60,000	\$60,000	\$200,000	\$160,000	\$153,586	\$185,000	\$160,000
Nutrition/Obesity/Physical Activity	\$95,000	\$95,000	\$83,059					
Community Awareness	\$30,000	\$30,000	\$24,926	\$30,000	\$30,000	\$22,955	\$30,000	\$30,000
Community Outreach	\$85,000	\$85,000	\$77,601	\$85,000	\$85,000	\$81,966	\$93,000	\$93,000
Media	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$9,759	\$10,000	\$10,000
Needs and Assets				\$40,000	\$32,000	\$32,000		
Statewide Evaluation	\$34,346	\$34,346	\$6,803	\$78,362	\$78,362	\$20,379	\$103,014	\$103,014
Total	\$1,509,675	\$1,504,557	\$1,243,500	\$1,775,184	\$1,723,609	\$1,595,460	\$1,979,568	\$1,851,158
Total Unallotted	\$1,007,351	\$5,118	\$261,057	\$980,233	\$51,575	\$128,149	\$687,541	\$128,410

Section II.B.
SFY 2013 – 2015
Strategies and Units of Service



Navajo/Apache
Units of Service by Strategy

Strategy Description	Fiscal Year 2013		Fiscal Year 2014		Fiscal Year 2015	
	Targeted Units	Contracted Units	Targeted Units	Contracted Units	Targeted Units	Contracted Units
Learning Labs Strategy						
Number of children served	0	0				
Number of participating professionals	0	0				
Community Based Professional Development Early Childhood Professionals						
Number of participating professionals			0	0	20	29
Recruitment into Field Strategy						
Number of participating professionals	30	30	30	30	30	30
Scholarships non-TEACH Strategy						
Number of professionals receiving scholarships	14	11	14	20	14	14
Quality First Child Care Health Consultation Warmline Strategy Note: Regional Council not required to set service unit						
Number of calls received			0	0	0	0
Quality First Coaching & Incentives Strategy						
Number of Centers	2	2	3	3	3	3
Number of Homes	1	1	1	1	1	1
Number of Rating Only Centers	0	0	0	0	0	0
Quality First Academy Note: Regional Council not required to set service units						
Number of technical assistance providers			0	0	0	0
Quality First Inclusion Warmline Strategy Note: Regional Council not required to set service units						
Number of calls received			0	0	0	0
Quality First Mental Health Consultation Warmline Strategy Note: Regional Council not required to set service units						
Number of calls received			0	0	0	0
Quality First Warmline Triage Strategy						
Number of calls received			0	0	0	0
Child Care Health Consultation Strategy						
Number of center based providers served	2	2	3	3	3	3
Number of home based providers served	1	1	1	1	1	1
Number of Non-QF Centers	0	0	0	0	0	0
Number of Non-QF Homes	0	0	0	0	0	0
Scholarships TEACH Strategy						
Number of professionals receiving scholarships	7	2	7	3	0	0
Quality First Scholarships Strategy						
Number of scholarship slots for children 0-5 years	31	31	32	32	36	36
FTF Professional REWARD\$ Strategy						
Number of incentive awards distributed	10	10	29	35	29	29
Care Coordination/Medical Home Strategy						
Number of children receiving screening					0	400
Number of children served	1,400	1,400	2,000	2,100	3,000	3,000
Number of developmental screenings conducted					1,000	750
Number of families served (HIE Assistance)					0	0
Number of hearing screenings conducted					0	0
Number of vision screenings conducted					0	0
Newborn Follow-up Strategy						
Number of families served	150	110	150	110	150	0
Oral Health Strategy						
Number of children receiving oral health screenings	1,200	1,200	1,200	1,200	1,200	1,300
Number of fluoride varnishes applied	1,200	1,200	1,200	1,200	1,200	1,300
Number of participating adults	55	55	55	55	55	55
Number of participating professionals	0	0	1	1	1	0
Number of prenatal women receiving oral health screenings	0	0	0	0	0	0
Parent Outreach and Awareness Strategy						
Number of books distributed	0	0	4,000	4,000	4,000	4,000
Number of events held	0	0	0	0	0	0
Number of resource guides distributed	0	0	0	0	0	0
Number of workshops held	0	0	150	130	150	160
Nutrition/Obesity/Physical Activity Strategy						
Number of children served	0	0				
Number of participating adults	200	200				

Birth to Five Helpline Strategy				
Number of calls received	0	0	0	0
Community Awareness				
No Units of Service				
Community Outreach				
No Units of Service				
Media				
No Units of Service				
Statewide Evaluation				
No Units of Service				

Notes about SFY14 contracted service units and SFY15 service units:

Learning Labs:

Learning Labs was formally removed as a strategy for SFY 14, and there was no contract issued.

Scholarships TEACH Service Numbers:

In SFY14 the targeted service unit (TSU) for TEACH reflects the number of scholarships for statewide funded TEACH and additional TEACH, if funded by the region. While in SFY15 the TSU only reflects scholarships funded by the region. The regional council does not fund additional TEACH scholarships above the statewide funded scholarships. The contracted service unit for SFY14 was 3 scholarships and is 0 scholarships in SFY15. The contracted service units are lower than the TSU, reflecting actual scholarship usage.

Community Based Professional Development for Early Care and Education Professionals:

FY14 was the initial year for strategy ramp-up; therefore there were no TSU’s or CSU’s. FY15 is the first year of program implementation, and the number of interested and eligible professionals exceeded the planned target service number of 20, which led to a higher contracted service number for this strategy, of 29 participating professionals.

Quality First Coaching and Incentives:

The Navajo/Apache region does not fund Quality for Rating Only centers; therefore, there is no TSU for Quality First Coaching and Incentives for Rating Only Centers.

Child Care Health Consultation Service Numbers:

The Navajo/Apache region does not fund Child Care Health Consultation outside of the Quality First bundle, thus there are no targeted or contracted Non-Quality First centers/homes service numbers.

Care Coordination/ Medical Home Service Numbers:

In SFY15, additional targeted service units were included under this strategy “number of children receiving screening”, “number of developmental screenings conducted”, “number of hearing screenings conducted”, “number of vision screenings conducted” and “number of families served (HIE Assistance)”. FY15 was the initial year for capturing data on these secondary indicators.

Oral Health Service Numbers:

The Navajo/Apache Regional Council does not include service to pregnant women as a component of this strategy; therefore, there is no TSU for this data point.

Parent Outreach and Awareness Strategy:

This strategy includes two content areas for workshop delivery: nutrition education and early literacy. The target service unit set at 150 included the number of workshops to be delivered across the region for both content areas. The Initial year for this current contract was FY14, and the response from the community was greater than anticipated; therefore, a larger number was contracted for FY15.

**Section III. A.
Strategic Plan
SFY 2016 - 2018**

Regional Priorities, Selected FTF Indicators and Priority Roles, and Approaches to Achieve Outcomes

Regional Priority Need(s) to be addressed	School Readiness Indicators and Regional Benchmark Aligned with the needs and priority roles	FTF Priority Roles in the Early Childhood System	SFY 2016 – 2018 Approaches	
			Unfunded Approaches	Funded Approaches
<p>Limited access to, and availability of, high quality professional development for the early childhood workforce</p> <p>Limited access to, and availability of, high quality, affordable early care and education programs and services</p> <p>Limited access to parent education and information</p> <p>Need to expand access to preventive health related screenings, supports and information for families</p> <p>Need to build the</p>	<p>Kindergarten Readiness NOTE: Benchmark related to developmental domains of social emotional, language and literacy, cognitive, and motor and physical to be recommended in FY17 based on baseline data from Arizona kindergarten developmental inventory.</p> <p>Developmental Delays Identified in Kindergarten Benchmark to be recommended in summer 2015 after completion of the comprehensive opportunity analysis on the Arizona early intervention system for children birth to age 5.</p> <p>Well-Child Visits % of Arizona children receiving at least six well-child visits</p>	<p>Professional Development System – Convene partners, provide leadership, and provide funding for the development and enhancement of an early childhood professional development system that addresses availability, accessibility, affordability, quality, and articulation. PD-1</p> <p>Quality, Access, and Affordability of Regulated Early Care and Education Settings – Convene partners, provide leadership, and provide funding for increased availability of and access to high quality, regulated, culturally responsive and affordable early care and education programs. EL-3</p> <p>Quality, Access, and Affordability of Regulated Early Care and Education Settings – Convene partners, provide leadership, and provide funding for increased a</p>	<p>Components <i>Establishing high-performing and quality programs and services</i></p> <p>Scale <i>Ensuring the system is comprehensive and works for all children</i></p> <ul style="list-style-type: none"> • High Quality ECE Partners • Navajo-Apache-Gila Oral Health Coalition <p>Infrastructure <i>Developing the supports the system needs to function effectively and with quality</i></p> <ul style="list-style-type: none"> • Navajo County Superior Court Best for Babies Court Team 	<p>(*) Indicates new strategy for this Regional Partnership Council in SFY16</p> <p>Community Based Professional Development Early Care and Education Professionals</p> <p>College Scholarships for Early Childhood Professionals</p> <p>Quality First (Coaching and Incentives, Academy, Specialized Technical Assistance, Child Care Health Consultation)</p>

Regional Priority Need(s) to be addressed	School Readiness Indicators and Regional Benchmark Aligned with the needs and priority roles	FTF Priority Roles in the Early Childhood System	SFY 2016 – 2018 Approaches	
			Unfunded Approaches	Funded Approaches
<p>capacity within the early childhood and family service sectors in the region to effectively leverage resources and funding into the region, and to build a streamlined system of high quality supports and services for families.</p> <p>Limited knowledge and information about the importance of early childhood development and health</p>	<p>within the first 15 months of life</p> <p>NOTE: The regional baseline and benchmark data for this indicator is not yet available. FTF has been working with AHCCCS to access this data at the county level. We are continuing our efforts to get the data in FY15.</p> <p>Dental Health</p> <p>% of Arizona children age 5 with untreated tooth decay</p> <p>NOTE: The regional baseline and benchmark data for this indicator is not yet available. DHS began collecting oral health survey data and conduct the oral screenings August and September 2014, and after analysis, the data will be available for dissemination for statewide and regional benchmarking (county based regions only) towards end of FY 15.</p>	<p>availability of and access to high quality, regulated, culturally responsive and affordable early care and education programs. EL-3</p> <p>Access to Quality Health Care Coverage and Services- Collaborate with partners to support improved nutrition and increased age/developmentally appropriate physical activity levels among young children. HLTH-3</p> <p>Access to Quality Health Care Coverage and Services- Collaborate with partners to increase access to high quality health care services (including oral health and mental health) and affordable health care coverage for young children and their families. HLTH-2</p> <p>Supports and Services for Families - Convene partners, provide leadership, provide funding, and advocate for development, enhancement, and sustainability of a variety of high quality, culturally responsive, and affordable services, supports, and community resources for young children and their families. FS&L-2</p>		<p>Quality First Scholarships</p> <p>Care Coordination/Medical Home</p> <p>Oral Health</p> <p>Parenting Outreach and Awareness</p> <p>Community Awareness Community Outreach Media</p> <p>Statewide Evaluation</p>

**Section III. B.
Unfunded Approaches
SFY 2016 – 2018**

A Regional Partnership Council may identify unfunded approaches to carry out in addition to funded approaches. Unfunded approach(es) demonstrate how the Regional Council is advancing the early childhood system in the region.

SFY 2016 – 2018 Unfunded Approaches					
Regional Priority Need	System Building Approach	Outcome to Achieve	Role of Regional Council	Current and Potential System Partners to Engage	Timeline
Limited access to, and availability of, high quality professional development for the early childhood workforce	<p>Components <i>Establishing high-performing and quality programs and services</i></p> <p>Scale <i>Ensuring the system is comprehensive and works for all children</i></p> <p>High Quality ECE Partners:</p> <p>The intent is to develop strong partnerships between Quality First, Child Care Health Consultation, Summit Regional Early Childhood Outreach Division Programs; Healthy Steps and Community-Based Professional Development, and Northland Pioneer College’s Early Childhood Division to bring a more diverse and broad set of professional development opportunities to our regions’ early childhood workforce.</p>	<ul style="list-style-type: none"> Strengthened relationships between Quality First coaches and local quality improvement programs Increased professional development opportunities across the child care provider community 	<p>Leader – The Regional Council is responsible for convening partners and facilitating meetings.</p>	<ul style="list-style-type: none"> Summit Healthcare Regional Medical Center; Early Childhood Outreach Division Association of Supportive Child Care Northland Pioneer College Navajo County Public Health College Scholarships for Early Childhood Professionals Administrative Home 	<p>Start: 07-2014</p> <p>Finish: 06-2017</p>

SFY 2016 – 2018 Unfunded Approaches					
Regional Priority Need	System Building Approach	Outcome to Achieve	Role of Regional Council	Current and Potential System Partners to Engage	Timeline
Need to expand access to preventive health related screenings, supports and information for families	<p>Components <i>Establishing high-performing and quality programs and services</i></p> <p>Scale <i>Ensuring the system is comprehensive and works for all children</i></p> <p>Navajo-Apache-Gila Oral Health Coalition</p> <p>Multi-agency coalition with the intent of developing and sustaining a system of oral health prevention, education, and connections to dental insurance and restorative care.</p>	<ul style="list-style-type: none"> • Reduced early childhood carries • Increased parental knowledge of healthy oral health practices • Increased utilization of dental homes 	<p>Participant – The Regional Council and is one of many community partners involved in this community-based initiative to expand and grow the system of preventative oral health knowledge, instruction, and parental and early care and education program practice.</p>	<p>Arizona Department of Health Office of Oral Health, American Indian Oral Health Coalition</p> <p>Ponderosa Lions Club</p> <p>Regional Partnership Councils</p> <p>Apache and Navajo County Public Health Districts</p> <p>Springerville Lions Club</p> <p>Ft. Defiance Indian Health Service Unit</p> <p>Navajo Nation Indian Health Service Unit</p> <p>White Mountain Apache Tribe Health Board</p> <ul style="list-style-type: none"> • Indian Health Service • Diabetes Prevention Program <p>NACOG Head Start</p> <p>Around the Mountain Pediatric Dentistry – Dr. Kirk Robertson</p>	<p>Start: 6/2008</p> <p>Finish: 06/2018</p>

SFY 2016 – 2018 Unfunded Approaches					
Regional Priority Need	System Building Approach	Outcome to Achieve	Role of Regional Council	Current and Potential System Partners to Engage	Timeline
Limited access to, and availability of, high quality professional development for the early childhood workforce.	<p>Infrastructure <i>Developing the supports the system needs to function effectively and with quality</i></p> <p>Navajo County Superior Court Best for Babies Court Team</p> <p>The Navajo County Superior Court has recently become a Best for Babies Dependency Court, and judicial leadership is interested in developing a court team approach that would encompass Apache County Superior Court, as well all agencies that interface with children and families who are engaged with the Dependency Court System.</p>	<ul style="list-style-type: none"> Improve the overall knowledge base of staff interfacing with young children, so that timely, developmentally appropriate, and social-emotionally supportive decisions can be made on behalf of young children involved in the foster care system. 	<p>Partner</p> <p>The Regional Council will spend significant time working with Navajo County Superior Court administration to support the development of the necessary administrative infrastructure and capacity to move this work to a funded contract in SFY 17.</p>	<ul style="list-style-type: none"> Navajo and Apache County Superior Court Judges and Administration Navajo and Apache County Court Appointed Special Advocates (CASA) Administrator Division of Child Safety, Navajo and Apache County Navajo County Community Outreach Summit Healthcare Early Childhood Outreach North Country Health Care 	<p>Start: June, 2012</p> <p>Finish: June, 2016</p>

Section III.C.

Changes in Funded Strategies from SFY 2015 to SFY 2016

Strategies Not Continuing in SFY 2016 – 2018

Strategy Name	SFY 2015 Allotment/ Cummulative Allotment SFY 2013 - 2015		SFY 2015 Target Service Units	Explanation Rationale for Discontinuation
Recruitment into the Field	SFY 2015 \$90,000	SFY 2013 – SFY 2015 \$270,000	30 participating scholars	Elimination of the strategy is based on the identification of duplication of services. The new College Scholarships for Early Education Professionals Strategy that will be in effect in SFY 2016 will accomplish the primary intent of the Recruitment into the Field strategy.
FTF Professional REWARD\$	SFY 2015 \$40,000	SFY 2013-2015 \$93,500	29 incentive awards distributed	The Regional Council recognizes the need to increase the wage structure for the early care and education workforce; however, there are not sufficient funds in SFY16-18 to allot funding.
Newborn Follow-up	SFY 2015 \$100,000	SFY 2013-2015 \$300,000	150 families served	The need for this strategy is currently met by multiple strategies; therefore it is not included in the SFY 2016-2018 strategic plan.

Strategies Continuing in SFY 2016 – 2018 at Reduced Levels					
Strategy Name	SFY 2015 Allotment	SFY 2016 Allotment	Target Service Units		Explanation Rationale for Reduction Refinement of Strategic Direction
			SFY 2015	SFY 2016	
Professional Development for Early Childhood Professionals (Community-Based Professional Development for Early Child Care Education Professionals)	\$250,000	\$225,000	20 participating professionals	20 participating professionals	Reduction is based on the planned reduction of sub-contracted work specifically for technical assistance provided to child care directors focused on improving their business administration practices to enhance access to high quality early child care and education programs across the region.
College Scholarships for Early Childhood Professionals (Scholarships non-TEACH)	\$15,000	\$12,000	14 participating scholars	4 CDA/100/200 units	Reduction is based on the College Scholarships for Early Childhood Professionals statewide strategy paying for all currently enrolled students to continue in their pathway in SFY 2016. These funds will pay for additional students from the region.
Quality First Child Care Scholarships	\$268,940	\$187,902	36 scholarship slots for children 0-5	22 scholarship slots for children	Reduction is based on the decision to fund all 2-5 star programs at the base model only.
Care Coordination/Medical Home	\$600,000	\$550,000	3,000 children served	3,000 children served 1000 developmental screens conducted 1000 families assisted with health insurance enrollment 1000 sensory screens conducted	Reduction of this strategy is based on a desire to continue strong implementation of the Healthy Steps for Young Children programs across the region, while realizing a minimal reduction in funding. This strategy remains the foundation of this region's funding plan. It is hoped that health insurance billing for developmental screens will become a viable reality in the near future; however, the regional council is aware of the long-term nature of that goal.
Parent Outreach and Awareness	\$185,000	\$102,000	4000 books distributed 150 workshops held	2000 books distributed 85 workshops held	The early literacy component of this strategy is now being accomplished across multiple strategies, and other community-based programs; therefore, funding has been reduced to support the nutrition education component and a reduced number of books to be distributed.

SFY 2016 – 2018 New Strategies	
Strategy Name	SFY 2016 Allotment
None	N/A

Section III.D.

Proposed Target Service Units – Funded Strategies SFY 2016 – 2018



Navajo/Apache

SFY 2016 Target Service Units Proposed

Strategy	Service Unit	2016	2017	2018
		Target	Target	Target
Professional Development for Early Childhood Professionals	Number of participating professionals	20	20	20
College Scholarships for Early Childhood Professionals	Number of full-time scholarships for BA	-	-	-
	Number of full-time scholarships for CDA/AA	4	4	4
Quality First Academy (note Regional Council does not set service unit) (statewide)	Number of Technical Assistance Providers served			
Quality First Coaching & Incentives including Specialized Technical Assistance (statewide)	Number of Centers	3	3	3
	Number of Homes	1	1	1
	Number of Rating Only Centers	-	-	-
Quality First Scholarships	Number of scholarship slots for children 0-5 years	22	25	26
Child Care Health Consultation	Number of center based providers served	3	3	3
	Number of home based providers served	1	1	1
	Number of Non-QF Centers	-	-	-
	Number of Non-QF Homes	-	-	-
Care Coordination/Medical Home	Number of children receiving screening	1,000	1,000	1,000
	Number of children served	3,000	3,000	3,000
	Number of developmental screenings	1,000	1,000	1,000
	Number of families served (HIE Assistance)	1,000	1,000	1,000
	Number of hearing screenings conducted	1,000	1,000	1,000
	Number of vision screenings conducted	1,000	1,000	1,000
Oral Health	Number of children receiving oral health screenings	1,300	1,300	1,300
	Number of fluoride varnishes applied	1,300	1,300	1,300
	Number of participating adults	65	65	65
	Number of participating professionals	3	3	3
	Number of prenatal women receiving oral health screenings	-	-	-
Parenting Outreach and Awareness	Number of books distributed	2,000		
	Number of events held	-		
	Number of participating practices	-		
	Number of resource guides distributed	-		
	Number of workshops held	85		
Court Teams	Number of children served			
	Number of participants attended		30	30
Community Awareness (FTF Directed)	No Service Units			
Community Outreach (FTF Directed)	No Service Units			
Media (FTF Directed)	No Service Units			
Statewide Evaluation (statewide) (FTF Directed)	No Service Units			

Notes about SFY 2016 – 2018 proposed targets:

College Scholarships for Early Childhood Professionals:

The Navajo/Apache Regional Partnership Council is funding CDA/100/200 level course work only.

Quality First Coaching and Incentives including Specialized Technical Assistance:

The Navajo/Apache Regional Partnership Council does not fund Rating Only participation.

Quality First Scholarships:

The overall number of Quality First Scholarships is projected to increase in fiscal years 17 and 18 based on the expected QF Star Rating increase of the 3 centers and 1 home that are currently enrolled in Quality First.

Child Care Health Consultation:

Child Care Health Consultation is only available to participating and enrolled Quality First centers and homes.

Oral Health:

The Navajo/Apache Regional Partnership Council does not include prenatal women in this strategies' target population.

Parenting Outreach and Awareness:

For state fiscal year 2016, the target service units include the 'number of books distributed' = 2000 and the 'number of workshops held' = 85. Based on the currently available revenue, sufficient funds do not exist to continue funding this strategy beyond fiscal year 2016. It is the regional council's intent to examine the carry forward funds available at the end of state fiscal year 2015 to determine the feasibility of continuing this strategy into fiscal years 2017 and 2018.

Court Teams:

Court Teams is projected to be a funded strategy beginning in state fiscal year 2017, as part of a public-public partnership with the Navajo County Superior Court. The intent of this strategy will be to facilitate a Best for Babies Court Team that will provide networking, information sharing, and professional development for southern Navajo and southern Apache County Superior Courts, and all agencies serving children and families involved in the Dependency Court System, or involved with the Division of Child Safety. This strategy will be addressed through unfunded infrastructure development work over the course of state fiscal year 2016.

**Section III.E.
Proposed Funding Plan Summary SFY 2016 – 2018**



**Navajo/Apache
Proposed Funding Plan
SFY 2016 - 2018**

Allocations and Funding Sources	2016	2017	2018
FY Allocation	\$515,052	\$1,468,636	\$1,468,636
Population Based Allocation	\$467,098	\$946,267	\$946,267
Discretionary Allocation	\$47,955	\$522,368	\$522,368
Other (FTF Fund balance addition)			
Carry Forward From Previous Year	\$953,583	\$222	\$2,808
Total Regional Council Funds Available	\$1,468,636	\$1,468,857	\$1,471,444
Strategies	Proposed Allotment	Proposed Allotment	Proposed Allotment
Professional Development for Early Childhood Professionals	\$225,000	\$200,000	\$200,000
College Scholarships for Early Childhood Professionals	\$12,000	\$12,000	\$12,000
Quality First Academy (Statewide)	\$3,760	\$3,760	\$3,760
Quality First Coaching & Incentives (Statewide)	\$46,040	\$46,558	\$46,287
Quality First Specialized Technical Assistance (Statewide)	\$2,200	\$2,200	\$2,200
Quality First Scholarships (Statewide)	\$187,902	\$212,018	\$228,374
Child Care Health Consultation (Statewide)	\$11,880	\$11,880	\$11,880
Care Coordination/Medical Home	\$550,000	\$600,000	\$575,000
Oral Health	\$136,000	\$136,000	\$136,000
Parenting Outreach and Awareness	\$102,000		
Court Teams		\$50,000	\$50,000
Community Awareness (FTF Directed)	\$10,000	\$10,000	\$10,000
Community Outreach (FTF Directed)	\$93,000	\$93,000	\$93,000
Media (FTF Directed)	\$10,000	\$10,000	\$10,000
Statewide Evaluation (statewide) (FTF Directed)	\$78,633	\$78,633	\$78,633
Total	\$1,468,414	\$1,466,049	\$1,457,134
Total Unallotted	\$222	\$2,808	\$14,310



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: Presentation, Review, and First Read of Amended Regional Council Governance Document

BACKGROUND: Each Regional Partnership Council has a currently approved governance document that includes all policies and procedures that describe the operation of the regional council. The regional governance document template has recently been reviewed by FTF legal counsel and executive staff, and there are several changes that have been made. Please note specific clarifying language that has been added for the following chapters:

- Conflicts of Interest
- Lobbying and Campaigning
- Attendance

RECOMMENDATION: This amended governance document is included on this agenda as a *first read*; staff will make necessary changes to the document following this meetings' discussion. A *second read and possible approval* agenda item will be added to the next regular regional council meeting agenda.

First Things First
(Name) Regional Partnership Council
Governance Policy Manual

Comment [MB1]: 1) Do not insert the FTF logo on Governance Policies

Comment [MB2]: Heading should be 14pt Calibri

Comment [MB3]: 14 pt Calibri

Comment [MB4]: Triple space between this line and the word "PREFACE".

PREFACE

This document, initially adopted by the (Name) Regional Partnership Council on (Date), and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the (Name) Regional Partnership Council.

Comment [MB5]: Body of the Governance policy will be 12 pt Calibri

DISCLAIMER

All policies found in this Governance Policy Manual are subject to change from time to time as approved by the Regional Partnership Council. Copies of the Manual are available from the First Things First regional office and online ~~DISSEMINATES HARD COPIES OF ADDITIONS/REVISIONS NOT MORE THAN TWICE EACH YEAR. THE WEB COPY, LOCATED at <http://www.azftfCDH.gov> IS UPDATED AS NEEDED FOLLOWING APPROVAL BY THE REGIONAL PARTNERSHIP COUNCIL.~~ Prior to acting in reliance upon a specific council policy as it appears in any copy of the Manual, please check to make sure that the Council has not recently approved any additions or revisions to that specific policy.

Comment [MB6]: This section should be ALL CAPS

Field Code Changed

Contact: (Regional Director Name, at XXX-XXX-XXXX or email Name@azftf.gov)

Comment [CC7]: It seems a little odd to have two separate "contact" sections – here and then at the bottom of the page.

Comment [MB8]: For phone numbers, do not use a "." Between the number, use traditional dashes, i.e. 602-771-5065.

Contact us:
First Things First
(Name) Regional Partnership Council
Address, AZ 00000
XXX-XXX-XXXX
XXX-XXX-XXXX

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1-101 Organization, Authority and Location

~~In November 2006, Arizona voters passed Proposition 203, a ballot initiative that established A.R.S. Title 8, Chapter 13 and created First Things First. Subsequently, the First Things First Arizona Early Childhood Development and Health Board (“the Board”) designated the (Name) region and created the~~The (Name) Regional Partnership Council (~~herein~~ “the Council”) ~~effective July 1, (Year) pursuant to A.R.S. Title 8, Chapter 13, Article 2, is established as a result of a ballot initiative, Proposition 203, which was approved by voters in November 2006.~~The Council’s purpose, authority, powers and duties ~~of the Council~~ are included in A.R.S. Title 8, Chapter 13 as well as in other statutes and laws of the State of Arizona. The Council ~~members are~~ appointed by the ~~Arizona Early Childhood Development and Health~~ Board and assisted in the performance of ~~their~~ duties by ~~staff employees known as the~~ First Things First ~~s~~Staff. The (Name) Regional Office is located in (Location), Arizona ~~and~~. ~~The office~~ is maintained by ~~First Things First~~the Regional ~~S~~staff.

Adopted May 18, 2008; Revised June 25, 2010; Revised January 14, 2012

Comment [MB9]: Each section should be on a separate page for chaptering

Comment [MK10]: Question for Casey: do we need to reference something about the boundary change for the new regions? ANSWER: FOR NEW COUNCILS, THIS NEW LANGUAGE COVERS IT. FOR CONTINUING COUNCILS WITH CHANGED BOUNDARIES, NO SPECIAL REFERENCE IS NEEDED. CASEY

Comment [MB11]: Double space between the paragraph and the “Adopted/Revised” notation

Comment [MB12]: Original date adopted should be shown for each section, with any Revised dates for each section listed as shown here.

1-~~113~~102 Departure from Council Policy

The Council may approve a temporary departure from a policy in this Governance Manual provided the departure would not violate the law.

~~Persons desiring to depart from the policies adopted by the Council shall submit a request in writing to the Chairperson of the Council~~

No departure from Council policy shall be permitted without the approval of the Council.

Comment [CC13]: This word is meant to distinguish this policy from 1-115 (amendments).

Comment [CC14]: Should other council members have to submit a request in writing? Should FTF staff have to submit a request in writing? The use of "persons" would require both groups to do so, but I didn't think that was what was intended. This phrase can be adjusted based on what is intended.

1-103 –Meetings of the Council

The Council shall adopt a calendar of regular meetings of the Council prior to the beginning of each fiscal year. The Chairperson or any four members of the Council may ~~at any time~~ call a special meeting of the Council at any time.

~~Six members of the Council shall~~ Council shall ~~A majority of the membership of the Council shall~~ constitute a quorum for the transaction of business at any ~~meeting of the Council~~ meeting, but a number less than a quorum may adjourn from time to time. It is the policy of First Things First to adjourn a meeting when quorum is lost. Council members may participate at any meeting in person, by teleconference and/or by videoconference provided that all members may hear one another and the public can attend and listen to all members.

~~Public notice of all meetings of the Council shall be provided in accordance with the requirements of law. In addition, written notice shall be provided to each member of the Council. All notices required by this policy shall at least specify the time, date and place of the meeting.~~

Written notice of any regular meeting of the Council, plus the agenda and all material relating to agenda items, shall be transmitted to each Council member of the Council at each member's last known place of residence or other designated address by the quickest and most reliable method at least ~~five~~ five calendar days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least 24 hours prior to the scheduled meeting. All notices, agendas and other materials may be transmitted to Council members by email or by any other quick and reliable method to each member's last known place of residence or other designated address. A Council member may request in writing at least 10 days prior to a meeting to receive a copy of the documents by mail instead of email. Except with the approval of three-fourths of the Council ~~voting~~ members in attendance at a meeting, and if permitted by law, no action shall be taken by the Council on any matter where the supporting materials were ~~is~~ not timely transmitted ~~submitted~~ in accordance with this policy.

Special meetings may be held upon such notice to Council ~~the~~ members of the Council as is appropriate to the circumstances and the upon such public notice as is required by law. Special meetings may be held by teleconference and/or videoconference. All material relating to special meeting agenda items shall be transmitted to each Council member ~~of the Council~~ as far in advance of the meeting as possible.

Comment [CC15]: All of this is law, so I question whether any of it needs to be repeated in the policy. For now, I have deleted it.

Comment [CC16]: The old phrasing suggests that same day, in person delivery is required: "quickest and most reliable method."

Comment [MK17]: This is a minimum number of days, can be increased but not decreased

Comment [CC18]: This is repetitive of the second paragraph.

1-104 Meeting Procedures

~~Council m~~Meetings ~~of the Council~~ shall be conducted by the Chairperson, the Vice Chairperson or designee acting as Chairperson of the Council. ~~The Chairperson of the Council~~ is responsible for maintaining order in each Council meeting and giving each ~~Council member of the Council~~ a fair opportunity to participate in the discussion and resolution of issues that come before ~~the Council~~. ~~The Council~~ Chairperson is also responsible for determining the manner of any public participation and for maintaining order during public participation in any Council meetings. All motions shall be directed to the Chairperson.

All Council committee meetings shall be conducted by the chairperson of the committee or the committee chairperson's designee. ~~The chairperson of each committee has the same responsibilities for each committee meeting that the Chairperson has for Council meetings.~~

In determining what procedures to use to conduct meetings and resolve issues, the Council Chairperson and committee chairpersons may refer to Robert's Rules of Order ~~or a similar text of rules for the fair conduct of meetings~~ (available online at <http://www.rulesonline.com>) for guidance.

The ~~agenda order of business~~ for any regular meeting of the Council ~~shall be in accordance with the written agenda prepared for the meeting. Such agenda shall provide for both an executive session and open session in accordance with requirements of law. The open session portion of the agenda~~ shall provide at least for the following:

Comment [CC19]: This suggests that every regular meeting must have an executive session, which of course is not true.

1. Call to order
2. Call to the public
3. Approval of minutes of prior regular or special meetings, if not included on the consent agenda
4. Adoption of all consent agenda items
- 4.5. Matters of Council business for discussion and approval
5. ~~Matters presented by the chairs of standing committees of the Council~~
6. Reports, if any, from ~~ad hoc or special~~ committees appointed by the Council
7. Matters presented by the First Things First Regional Director
8. Announcements and adjournment

Routine matters ~~listed in the open session portion of the agenda for a regular meeting of the Council~~ may be grouped together and decided by the Council without discussion or debate. Such matters shall be designated as "Consent Agenda Items." Any member of the Council may request discussion or debate on any individual item listed as a Consent Agenda Item, and the matter shall be considered and decided separately at such time in the meeting as may be directed by the Chairperson.

~~During the course of any regular meeting of the Council, the Chairperson shall act as presiding officer and all motions shall be directed to the Chairperson. However, the The~~ Chairperson may

Comment [CC20]: Repetitive of first paragraph

delegate to the chair of each respective ~~standing~~ committee the responsibility for chairing discussion of items presented to the Council by that chairperson. Whenever a matter before the Council is deferred for further discussion, the Chairperson may assign the matter to an appropriate committee, schedule the matter for further consideration at a future meeting of the Council, ~~or take other appropriate action, and may otherwise~~ direct ~~the~~ Regional ~~s~~Staff with respect to the matter or take other appropriate action.

~~All meetings of the Council are open to the public except for executive sessions. The Council reserves the right, however, to maintain order to prevent interference by any member or members of the public with the conduct of its meetings.~~

Comment [CC21]: This is just what the law says and is not really needed here.

Comment [CC22]: Repetitive of first paragraph.

1-105 Call to the Public Procedures

During each regular Council meeting, the Council conducts a “Call to the Public” when members of the public may address the Council. The Council may conduct a “Call to the Public” at special meetings as well. Speakers who wish to address the Council:

- A. ~~Must~~ turn in a signed request (using the form provided at the Council meeting) to the Regional Director along with a Any written materials for the Council ~~should be included with this request.~~
- B. May have ~~Are given up to~~ five minutes to make their remarks.

Comment [MB23]: Do not use bullet points, always begin with A., B., C., and then a., b., c., etc. unless items are to be numbered, as in section 1-104 above.

The Chairperson may allow speakers who have not turned in a request form, and the Council may change, in accordance with Governance Policy 1-114, the amount of time allowed for speakers at a particular meeting.

The following priority may ~~will~~ be given to speakers during the “Call to the Public” when the Council may not have enough time to hear from all who wish to speak:

- A. People who have submitted signed request to speak forms.
- ~~A-~~B. _____ Matters scheduled on the same meeting’s agenda.
- ~~B-~~C. _____ Off-agenda ~~Other~~ matters; presenters who haven’t addressed the Council in the previous two months.
- ~~C-~~D. _____ Off-agenda ~~Other~~ matters: presenters who have addressed the Council in the previous two months.

The Council retains its prerogative to:

- A. Refuse to hear comments on a specific issue if a public comment session has been held on the issue.
- B. Limit the time or the number of speakers on the same issue.
- C. Refuse to have letters read *on behalf of other individuals*.

If speakers have comments that are too long for the time allowed, or if members of the public would like materials distributed to the Council, written materials may be provided to the Regional Director or Administrative Assistant. Regional staff shall distribute those ~~All~~ written materials ~~are distributed to and given consideration by~~ the Council members.

Council members may not discuss or take action on matters raised during the Call to the Public that are not on the agenda. For such non-agenda matters, the Council may respond to criticism, ask staff to review the matter or ask for the matter to be placed on a future agenda. Staff shall later inform the Council of ~~Because of the diversity of issues presented during “Call to the Public,” Council members generally do not respond to speakers during this comment period. The speaker’s concerns are recorded and may be referred to the appropriate staff for follow-up. The Council is informed of the outcomes of the~~ staff efforts to respond to the speaker’s concerns.

1-106 Meeting Minutes of Meetings of the Council

Minutes of all Council meetings ~~of the Council~~ shall be created and maintained in accordance with the requirements of law. The Council may incorporate by reference into its minutes lists of staff changes, reports, lists of budget information, formal written resolutions and other material of similar import, and such material shall be maintained in a permanent file to be designated as the “(Name) Graham/Greenlee Regional Partnership Council’s Documents File,” which shall be kept in the custody of First Things First staff/the Regional Director and available for ready reference.

Each Council member ~~of the Council~~ shall be furnished with copies of the minutes of the open session portion of each Council regular and special meeting ~~of the Council~~. Council members of the Council, without a conflict of interest shall be furnished with copies of the minutes of the executive session portion of any meeting of the Council for the purpose of approving those minutes, after which all copies shall be returned to the Regional Director.

All minutes of the open session portion of any Council meeting ~~of the Council~~ shall be open to public inspection ~~during regular business hours~~ at the First Things First Regional Office located in (Location), AZ. Minutes of executive sessions shall be kept confidential except from members of the Council or as otherwise allowed/required by law. Copies of minutes or excerpts from any minutes of the open session portion of any Council meeting or from any executive session if the law permits such disclosure may be furnished by the Regional Director. If such minutes have not yet been approved by the Council, they shall be marked “Draft.”

Comment [CC24]: Question: Are the regional minutes kept at the regional office or the main Phoenix office?

1-107 Committees and Subcommittees

The Council may establish and maintain ~~standing~~ committees composed of members of the Council ~~and/or other individuals~~ appointed by the Chairperson. The Chairperson ~~may designate that the Chairperson of the Council shall~~ will serve as an ex officio member of ~~all standing~~ committees.

~~Standing Committees may meet either apart from regular meetings of the Council and provide a report to the Council of business conducted, or may meet as a committee of the whole during the course of a regular Council meeting. All members of the Council attending a standing committee meeting are eligible for voting on standing committee matters.~~

The Chairperson of the Council ~~may establish such other ad hoc or special committees as the Chairperson deems necessary or advisable. The Chairperson shall appoint the membership of such committees, which may, but need not, include members of the Council, and shall~~ designate the matters to be considered by ~~thesaid~~ committees. ~~All such~~ committees shall act as advisory bodies to the Council and report their recommendations to the Council. ~~Unless one is designated by the Chairperson of the Council, a committee chairperson shall be elected by the committee members.~~

~~Committees may establish and maintain their own subcommittees. The relationship between a committee and its subcommittee shall be the same as the relationship described in this policy between the Council and a committee.~~

~~Committees and subcommittees shall comply with the Open Meeting Law. See A.R.S. § 38-431(1),(6).~~

~~All such standing, ad hoc or special committees shall hold and conduct their meetings in accordance with requirements of law. The chair of each such committee shall be its presiding officer and shall set the time, date and place of the meetings.~~

~~The Executive Committee shall be a standing committee of the Council. Its members shall include the Chairperson, Vice-Chairperson and the chairs of any other Standing Committees established by the Council. Unless otherwise directed by the Chairperson, the Chairperson will preside over the Executive Committee. If the law permits, the Council may delegate a specific decision making authority to the Executive Committee from time to time. In addition, if a matter is deemed to be urgent by the Chairperson, the Executive Committee may be convened for specific decision making, subject to adoption at a subsequent regular meeting of the Council.~~

Comment [CC25]: I can't think of a situation where a committee would ever need to meet during the course of a Council meeting. If a Council meeting is going on, then a Regional Council has complete authority to act and doesn't need to transform itself into a committee of the whole.

Comment [CC26]: Already covered elsewhere.

Comment [CC27]: This appears to be a carryover from a Board policy that doesn't apply to Councils.

1-102108 Council Officers and Their Duties

~~In the last quarter~~ At the first regular meeting of the Council following May 1 of each fiscal year beginning in 2008, the Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected.

~~The election shall be by ballot or by vote of the Council.~~

~~In the absence of good reason to the contrary, it shall be the Policy of the Council, in nominating members to serve as its Chairperson and Vice Chairperson, to nominate members who have previously served as a member of the executive committee to help ensure greater past experience on the Council. Notwithstanding the previously stated preference for experience, the~~ The Council may nominate any appointed member for its Chairperson and Vice-Chairperson. A majority vote of the appointed members of the Council shall be required to elect.

Comment [CC28]: I don't believe ballot voting is allowed under the Open Meeting Law.

Comment [CC29]: Board policy carryover that doesn't apply.

It shall be the duty of the Chairperson to preside over the meetings of the Council, to call meetings as herein provided, ~~to serve as an ex officio member of all committees of the Council,~~ and to perform such other duties as are set forth in these policies or as shall be vested in the Chairperson.

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It shall be the duty of the Vice-Chairperson to assume the duties of the Chairperson in the absence of the Chairperson.

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The Chairperson or the Vice Chairperson may be removed from office by a majority vote of a ~~majority of~~ the appointed members of the Council upon motion by a Council member ~~of the Council~~ alleging the violation of a specific provision of this Governance Ppolicy Mmanual or alleging specific actions which bring into public disrepute the is Council, the Arizona Early Childhood Development and Health Board, or First Things First as an organization. If a Chairperson or Vice Chairperson is removed, a replacement shall be elected by a majority of the Council as soon as is practicable.

Comment [CC30]: Repetitive of second paragraph.

The Council by a majority vote of a ~~majority of~~ the appointed members of the Council may recommend to the Arizona Early Childhood Development and Health Board that a member be removed as a Council member upon motion by a Council member ~~of the Council~~ alleging the violation of a specific provision of this policy Mmanual or alleging specific actions which bring into public disrepute this Council, the Arizona Early Childhood Development and Health Board, or First Things First as an organization.

| 1-109 Communications ~~To or f~~From the Council

| Communications from the Council concerning matters relating to the policies and actions of the Council to members of the Legislature, any other governing body, the press or the public should be made by the Chairperson, the Chairperson's designee or someone authorized by the Council.

Any member of the Council who expresses an opinion concerning matters upon which the Council has taken a position should support the position taken by the Council or make it clear that he or she is expressing a personal opinion that has not been approved by the Council.

1-110 Lobbying & Campaigning

Lobbying occurs under Arizona law when a person attempts to influence the passage or defeat of any legislation by directly communicating with any State Legislator. By contrast, campaigning refers to attempts to influence an election. In other words, lobbying relates to matters a Legislator will vote on, while campaigning relates to matters the general public will vote on.

Lobbying

The Council recognizes and appreciates the privilege each individual in this State and Nation has to express his or her opinion and to seek to make that opinion known to members of Congress, and the State Legislature and Congress. The Council also recognizes the responsibilities with which it has been entrusted in connection with the ~~operation of the early childhood development and health Board system~~ and the advancement of early childhood development and health programs in the State of Arizona and recognizes that on occasion the interests of the Board and Council will not coincide with the interests of individual Council members of the Council.

Only the Chairperson of the Council or his or her designee shall speak for the Council to members of the State Legislature or Congress in matters relating to policy. When speaking for the Council to Legislators or their staff, the Chairperson or designee shall make every effort to accurately communicate official Council positions, while refraining from speaking on behalf of the Board or First Things First unless specifically authorized to do so by the Board or Board Chairperson or First Things First's Chief Executive Officer respectively. A Chairperson or member designee lobbying in his or her official capacity on matters pertaining to the Council is exempt from the lobbying laws requiring registration and expenditure reporting.

Comment [CC31]: This paragraph was moved up. It is not new, though it is revised.

Any Council member may speak to members of the State Legislature or Congress in an individual capacity. For matters in which the Council has not taken an official position, any Council member communicating with a member of the State Legislature or Congress shall ~~not~~ approaching members of the State legislature or members of Congress, members of the Council shall make every effort to indicate clearly that the position that he or she is taking they take is an individual position or is the position of a group other than the Council. In instances in which First Things First, the Board or the Council has taken an official position, a the Council member endorsing a differing position shall make it clear to the legislative body that First Things First, the Board and/or the Council has endorsed a different or contrary position. Council members who, on their own behalf, appear before a legislative committee or communicate with a State Legislator in person, by phone or by letter to lobby in support of or in opposition to legislation are also exempt from the lobbying laws requiring registration and expenditure reporting.

The members responsible for the disbursement or allocation of State funds shall determine prior to disbursement or allocation that such funds will not be used for purposes of influencing legislation unless such use receives specific authorization by the Council.

Comment [CC32]: This highlighted paragraph seems to apply to the Board, but not the Councils.

~~Only the Chairperson of the Council or his or her designated delegate shall speak for the Council to members of the legislature in matters relating to policy. In responding to members of congress or State legislators, Council members shall make every effort to accurately communicate official Council positions. In matters for which the Council hasn't taken an official position, Council members should indicate clearly that the position they take is an individual position or is the position of a group other than the Council.~~

This policy is not intended to nor shall it be enforced so as to restrict rights guaranteed to individual ~~employees or~~ Council members, but is an attempt only to separate the views of ~~those~~ individuals ~~members~~ from positions which First Things First, the Board and/or the Council may take in attempting to discharge ~~their~~ responsibilities under the statutes of the State of Arizona.

* Council members who only engage in exempt lobbying are not considered lobbyists. See A.R.S. §§ 41-1231 & 41-1232.04. Additionally, Council members should be aware that the Council cannot make any expenditure for entertainment for a state officer or employee (including Legislators) and Council members cannot accept an expenditure for entertainment from a lobbyist or someone acting on behalf of a lobbyist. Entertainment refers to admission to or participation in a sporting event or a cultural event or activity. See A.R.S. §§ 41-1231(5)-(6) & 41-1232.08.

Campaigning

The Council shall not spend or use public resources to influence an election. See A.R.S. § 16-192. This prohibition includes the use or expenditure of monies, materials, equipment, buildings, postage, telecommunications, computers, web pages and any other thing of value of First Things First to support or oppose a candidate or ballot measure.

Individual Council members may express their personal views and even advocate for or against a candidate, initiative or other ballot measure, as long as they do not use public resources to do so. In these activities, Council members may identify themselves as Council members, but should not state or imply that they speak for the Council.

1-~~108111~~ Conflicts ~~o~~f Interest

Council members ~~and employees~~ shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8. These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their direct or indirect pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale, purchase or service.

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Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

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Under this law, a Council member ~~or employee~~ who has a conflict of interest must disclose the interest and refrain from participating in the matter. Council members ~~and employees~~ may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website at <http://www.azag.gov/aAgency-h-Handbook/Agency-Handbook.html>. ~~Council members~~ ~~Public officers and employees~~ should review conflicts of interest matters not specifically addressed in the Handbook with ~~the Regional Director~~ ~~their supervisors~~ or legal counsel.

Field Code Changed

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, no ~~Regional Partnership~~ Council member shall vote on, or participate in the discussion of, any grant proposal in which any entity by which they are employed or on whose ~~board~~ ~~Council~~ they serve has a substantial interest, as defined by Section 38-502. ~~See A.R.S. § 8-1173(C).~~

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~~Furthermore, in accordance with A.R.S. Section 8-1191(C)(5), Council members are specifically prohibited from having a substantial interest in the provision of early childhood education services as defined by Section 38-502.~~

Comment [CC33]: This highlighted sentence applies to the Board, not the Councils.

~~In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, all Council members ~~and employees~~ shall complete a Conflict of Interest Acknowledgement and State Service Disclosure Statement at the beginning of their term upon adoption of this policy and annually update the State Service Disclosure Statement thereafter on a form to be provided by the central office staff. Additionally, Council members shall complete a Conflict of Interest Disclosure form whenever they declare a conflict at a Council meeting. These forms will be reviewed by the First Things First Executive Director and legal counsel for resolution or~~

~~mitigation of potential conflicts of interest. Any potential conflicts of interest that cannot be resolved or mitigated satisfactorily will be placed on the Early Childhood Development and Health Board's upcoming agenda for disclosure purposes and to help ensure~~

~~compliance with the conflict of interest laws. In addition, the Executive Director will prepare a summary report of the Conflict of Interest Statements filed each year for Council review. The Conflict of Interest Statement prepared annually by the Executive Director will be reviewed by the Council. All completed forms shall be given to First Things First staff for recordkeeping.~~

1-~~114112~~ Amendments

These policies shall not be added to, amended, or repealed except at a Council meeting ~~of the Council~~ and by ~~majority~~public vote ~~of a majority~~ of all appointed Council~~voting~~ members ~~of the Council~~. Any proposed addition, deletion, or amendment shall be filed with the Regional Director, in writing, at least ~~10~~ten days before such meeting, and it shall be the duty of the Regional Director to promptly distribute a copy of the proposal to each Council member ~~of the Council~~.

Amendments to Council policy ~~will~~ require a two-step process to adopt: ~~(i)1~~ the draft policy change ~~shall~~will receive a *first reading* at a public meeting, during which Council members may discuss the draft amendment and request that staff make changes as deemed appropriate (a vote to adopt is not taken at this stage) and ~~(ii)2~~ the draft policy change ~~shall~~will receive a *second reading* at a subsequent public meeting during which the Council may direct staff to make further changes or may vote its adoption.

1-~~111113~~ Attendance Policy

The Council's governing statutes A.R.S. ~~§8-1162(D)~~, the state law governing First Things First, recognizes the importance of consistent attendance by Regional Council members with the following statement:

Members of the Regional Partnership Council who miss more than three meetings without excuse or resign their membership shall be replaced by the Board after a public application process and with the input of the Regional Partnership Council.

See A.R.S. ~~§ 8-1162(D)~~.

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Attendance Expectations: ~~Regional~~Council members are expected to attend all ~~Regional~~ Council meetings. It is understood, that there will be times when ~~Regional~~Council members will need to miss a meeting. The Regional Director ~~shall~~will maintain an attendance roster that documents each ~~Regional Council~~member's attendance at scheduled meetings. ~~The attendance policy shall be in effect for all regularly scheduled Regional Council meetings and shall not apply to special meetings.~~

Comment [CC34]: The statute applies to all meetings, including special meetings.

Excused Absence: An excused absence occurs when a ~~Regional~~Council member is unable to attend a meeting due to an emergency, illness, injury, or previously scheduled travel, work, tribal ceremony, or family obligation ~~that which~~ prevents participation at a meeting either in person or by phone.

Notification of a previously planned obligation should be provided to the Regional Director at least two weeks in advance of the scheduled meeting. A ~~Regional~~Council member who misses a meeting other than for a previously planned obligation shall contact the Regional Director as soon as possible ~~to provide~~ing an explanation for missing a meeting. An emergency is a situation that cannot reasonably be planned for in advance, ~~such as e-g.~~ car trouble, weather conditions, family illness and obligation to tribal ceremonies.

Unexcused Absence: An unexcused absence occurs when a ~~Regional~~Council member is absent from a scheduled meeting without providing sufficient notice or ~~without providing~~ an explanation of the reasons for the member's absence, consistent with ~~the~~ excused absence definition above.

Determination of Excused Absence: ~~The~~ Regional ~~Director or~~staff ~~shall~~will assist the Chair~~person~~ in keeping track of ~~excused~~ absences.- If there is a question about whether an absence meets the definition of an excused absence, the ~~Regional Council~~Chair~~person~~ or Vice Chair~~person~~ may consult with the Regional Director for a determination. ~~If necessary, the matter can be presented to the Council.~~

~~Problem~~ Attendance Problems: An attendance problem ~~means~~will be defined as:

- A. ~~Two~~ consecutive unexcused absences.

Comment [MB35]: If you are referring to a number, less than 10, write out the number, as in "two" instead of 2. If over ten, then you can use the number, such as 11.

- B. Three consecutive absences, excused or unexcused.
- C. ~~More than~~ Three unexcused absences in a 12-month period.
- D. More than ~~f~~Five excused and unexcused absences in a 12 month period.

Addressing an Attendance Problem: Upon identification of an attendance problem, the ~~Regional Council~~ Chairperson or Vice Chairperson shall ~~will~~ call the ~~Regional Partnership~~ Council member to discuss ~~the member's~~his/her attendance record and remind ~~the member~~him/her of the attendance expectations. If the ~~Regional~~Council member's difficulties are resolvable, then the Chairperson or Vice Chairperson shall ~~will~~ attempt to help resolve them with assistance of staff.

~~If after conversations the Regional Council members attendance reaches a level of non-attendance as identified in "c" above and no mutually satisfactory resolution is possible, the Regional Council Chair or Vice Chair will ask that the member resign his/her position on the Regional Partnership Council. If, upon request, the member does not resign, the matter shall be forwarded to the Board for appropriate action.~~

If a member reaches a level of non-attendance under "d" above, of which no more than three are unexcused, the ~~Regional Council~~ Chairperson may ask the member to resign his ~~or~~her position in order to ensure the ~~Regional~~Council has sufficient participation to timely and appropriately complete its work. If the member wishes to continue on the ~~Regional~~Council, the matter shall be put to the ~~Regional Partnership~~Council at its next meeting. The ~~Regional~~Council member shall be entitled to speak to this item. The Regional Council shall~~will~~ then decide ~~whetherto allow the member to continue to participate or~~ to refer the ~~matter~~member to the Board for possible removal ~~of the member~~ from the ~~Regional~~Council.

If a member misses more than three meetings in a 12 month period without excuse, the Chairperson or Vice Chairperson shall ask that the member resign his or her position on the Council. If, upon request, the member does not resign, the matter shall be forwarded to the Board for appropriate action.

1-112114 Code of Conduct~~Ethics~~

~~Voting Council~~ members ~~and staff shall abide by~~will agree to the following code of conduct~~ethics~~:

- A. Listen carefully to fellow Council members.
- B. Respect the opinions of fellow Council members.
- C. Respect and support the majority decisions of the Council.
- D. Recognize that all authority is vested in the full Council only when it meets in a legal public session.
- E. Keep well informed about the issues which could come before the Council.
- F. Participate actively in Council meetings and actions.
- G. Bring to the attention of the Council any issues that could have an adverse effect on the ~~(Name) Regional Partnership~~ Council, the Board or First Things First, ~~and the Arizona Early Childhood Development and Health Board.~~
- H. Refer complaints concerning Council related matters and members to the proper level, specifically the Chairperson or ~~Vice Chairperson of the Council.~~
- I. Represent all the people the ~~(Name) Regional Partnership~~ Council serves and not primarily a particular issue, personal agenda, or interest group.
- ~~H.J.~~ Abide by the Conflicts of Interest policy and laws.

~~H.~~ If there is a violation of this code of conduct, the ~~member~~individual(s) suspected of ~~the said~~ violation shall meet with the Chairperson or ~~Vice Chairperson of the Council~~ to discuss the matter. ~~The Chairperson or Vice Chairperson~~appropriate chair shall attempt to resolve the matter and if necessary refer it to the Council for action.

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First Things First

(Name) Regional Partnership Council

Governance Policy Manual

PREFACE

This document, initially adopted by the (Name) Regional Partnership Council on (Date) and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the (Name) Regional Partnership Council.

DISCLAIMER

All policies found in this Governance Policy Manual are subject to change from time to time as approved by the Regional Partnership Council. Copies of the Manual are available from the First Things First regional office and online at <http://www.azftf.gov>. Prior to acting in reliance upon a specific policy as it appears in any copy of the Manual, please check to make sure that the Council has not recently approved any additions or revisions to that specific policy.

Contact us:

First Things First

(Name) Regional Partnership Council

XXXX, Regional Director

Street Name

Address, AZ XXXXX

XXX@azftf.gov

XXX.XXX-XXX

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1-101 Organization, Authority and Location

In November 2006, Arizona voters passed Proposition 203, a ballot initiative that established A.R.S. Title 8, Chapter 13 and created First Things First. Subsequently, the First Things First Arizona Early Childhood Development and Health Board (“the Board”) designated the (Name) region and created the (Name) Regional Partnership Council (“the Council”) effective July 1, (Year) pursuant to A.R.S. Title 8, Chapter 13, Article 2. The Council’s purpose, authority, powers and duties are included in A.R.S. Title 8, Chapter 13 as well as in other statutes and laws of the State of Arizona. The Council members are appointed by the Board and assisted in the performance of their duties by First Things First staff. The (Name) Regional Office is located in (Location), Arizona and is maintained by First Things First regional staff.

Adopted XXXXXX

1-102 Council Officers and Their Duties

In the last quarter of each fiscal year, the Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected.

The Council may nominate any appointed member for its Chairperson and Vice-Chairperson. A majority vote of the appointed members of the Council shall be required to elect.

It shall be the duty of the Chairperson to preside over the meetings of the Council, to call meetings as herein provided and to perform such other duties as are set forth in these policies or as shall be vested in the Chairperson. It shall be the duty of the Vice-Chairperson to assume the duties of the Chairperson in the absence of the Chairperson.

The Chairperson or the Vice Chairperson may be removed from office by a majority vote of the appointed members of the Council upon motion by a Council member alleging the violation of a specific provision of this Governance Policy Manual or alleging specific actions which bring into public disrepute the Council, the Board or First Things First as an organization. If a Chairperson or Vice Chairperson is removed, a replacement shall be elected as soon as is practicable.

1-103 Meetings of the Council

The Council shall adopt a calendar of regular meetings of the Council prior to the beginning of each fiscal year. The Chairperson or any four members of the Council may call a special meeting of the Council at any time.

Six members of the Council shall constitute a quorum for the transaction of business at any Council meeting. It is the policy of First Things First to adjourn a meeting when quorum is lost. Council members may participate at any meeting in person, by teleconference and/or by videoconference provided that all members may hear one another and the public can attend and listen to all members.

Written notice of any regular meeting of the Council, plus the agenda and all material relating to agenda items, shall be transmitted to each Council member at least five calendar days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least 24 hours prior to the scheduled meeting. All notices, agendas and other materials may be transmitted to Council members by email or by any other quick and reliable method to each member's last known place of residence or other designated address. A Council member may request in writing at least 10 days prior to a meeting to receive a copy of the documents by mail instead of email. Except with the approval of three-fourths of the Council members in attendance at a meeting, and if permitted by law, no action shall be taken by the Council on any matter where the supporting materials were not timely transmitted in accordance with this policy.

Special meetings may be held upon such notice to Council members and the public as is required by law. All material relating to special meeting agenda items shall be transmitted to each Council member as far in advance of the meeting as possible.

1-104 Meeting Procedures

Council meetings shall be conducted by the Chairperson, the Vice Chairperson or designee acting as Chairperson of the Council. The Chairperson is responsible for maintaining order in each Council meeting and giving each Council member a fair opportunity to participate in the discussion and resolution of issues that come before the Council. The Chairperson is also responsible for determining the manner of any public participation and for maintaining order during public participation in any Council meetings. All motions shall be directed to the Chairperson.

All Council committee meetings shall be conducted by the chairperson of the committee or the committee chairperson's designee. The chairperson of each committee has the same responsibilities for each committee meeting that the Chairperson has for Council meetings.

In determining what procedures to use to conduct meetings and resolve issues, the Council Chairperson and committee chairpersons may refer to Robert's Rules of Order (available online at <http://www.rulesonline.com>) for guidance.

The agenda for any regular meeting of the Council shall provide at least for the following:

1. Call to order
2. Call to the public
3. Approval of minutes of prior regular or special meetings, if not included on the consent agenda
4. Adoption of all consent agenda items
5. Matters of Council business for discussion and approval
6. Reports, if any, from committees appointed by the Council
7. Matters presented by the First Things First Regional Director
8. Announcements and adjournment

Routine matters may be grouped together and decided by the Council without discussion or debate. Such matters shall be designated as "Consent Agenda Items." Any member of the Council may request discussion or debate on any individual item listed as a Consent Agenda Item, and the matter shall be considered and decided separately at such time in the meeting as may be directed by the Chairperson.

The Chairperson may delegate to the chair of each respective committee the responsibility for chairing discussion of items presented to the Council by that chairperson. Whenever a matter before the Council is deferred for further discussion, the Chairperson may assign the matter to an appropriate committee, schedule the matter for further consideration at a future meeting of the Council, direct regional staff with respect to the matter or take other appropriate action.

1-105 Call to the Public Procedures

During each regular Council meeting, the Council conducts a “Call to the Public” when members of the public may address the Council. The Council may conduct a “Call to the Public” at special meetings as well. Speakers who wish to address the Council:

- A. Should turn in a signed request (using the form provided at the Council meeting) to the Regional Director along with any written materials for the Council.
- B. May have five minutes to make their remarks.

The Chairperson may allow speakers who have not turned in a request form, and the Council may change, in accordance with Governance Policy 1-113, the amount of time allowed for speakers at a particular meeting.

The following priority may be given to speakers during the “Call to the Public” when the Council may not have enough time to hear from all who wish to speak:

- A. People who have submitted signed request to speak forms.
- B. Matters scheduled on the same meeting’s agenda.
- C. Off-agenda matters: presenters who haven’t addressed the Council in the previous two months.
- D. Off-agenda matters: presenters who have addressed the Council in the previous two months.

The Council retains its prerogative to:

- A. Refuse to hear comments on a specific issue if a public comment session has been held on the issue.
- B. Limit the time or the number of speakers on the same issue.
- C. Refuse to have letters read *on behalf of other individuals*.

If speakers have comments that are too long for the time allowed or if members of the public would like materials distributed to the Council, written materials may be provided to the Regional Director or Administrative Assistant. Regional staff shall distribute those written materials to the Council members.

Council members may not discuss or take action on matters raised during the Call to the Public that are not on the agenda. For such non-agenda matters, the Council may respond to criticism, ask staff to review the matter or ask for the matter to be placed on a future agenda. Staff shall later inform the Council of staff efforts to respond to a speaker’s concerns.

1-106 Meeting Minutes

Minutes of all Council meetings shall be created and maintained in accordance with the requirements of law. The Council may incorporate by reference into its minutes lists of staff changes, reports, lists of budget information, formal written resolutions and other material of similar import, and such material shall be maintained in a permanent file to be designated as the “(Name) Regional Partnership Council’s Documents File,” which shall be kept in the custody of First Things First staff and available for ready reference.

Each Council member shall be furnished with copies of the minutes of the open session portion of each Council meeting. Council members without a conflict of interest shall be furnished with copies of the minutes of the executive session portion of any meeting of the Council for the purpose of approving those minutes, after which all copies shall be returned to the Regional Director.

All minutes of the open session portion of any Council meeting shall be open to public inspection at the First Things First Regional Office located in (Location), AZ. Minutes of executive sessions shall be kept confidential except from members of the Council or as otherwise allowed by law. Copies of minutes or excerpts from any minutes of the open session portion of any Council meeting or from any executive session if the law permits such disclosure may be furnished by the Regional Director. If such minutes have not yet been approved by the Council, they shall be marked “Draft.”

1-107 Committees and Subcommittees

The Council may establish and maintain committees composed of members of the Council and/or other individuals appointed by the Chairperson. The Chairperson may designate that the Chairperson of the Council shall serve as an ex officio member of a committee.

The Chairperson of the Council shall designate the matters to be considered by the committees. All committees shall act as advisory bodies to the Council and report their recommendations to the Council. Unless one is designated by the Chairperson of the Council, a committee chairperson shall be elected by the committee members.

Committees may establish and maintain their own subcommittees. The relationship between a committee and its subcommittee shall be the same as the relationship described in this policy between the Council and a committee.

Committees and subcommittees shall comply with the Open Meeting Law. *See* A.R.S. § 38-431(1),(6).

1-108 Conflicts of Interest

Council members shall comply with the conflict of interest provisions of A.R.S. Title 38, Chapter 3, Article 8. These statutes set the minimum standards expected of public officers and employees who, in their official capacities, are faced with a decision or contract that might affect their direct or indirect pecuniary or proprietary interests or those of a relative. Section 38-503 provides in part:

Any public officer or employee of a public agency who has, or whose relative has, a substantial interest in any contract, sale, purchase or service to such public agency shall make known that interest in the official records of such public agency and shall refrain from voting upon or otherwise participating in any manner as an officer or employee in such contract, sale, purchase or service.

Any public officer or employee who has, or whose relative has, a substantial interest in any decision of a public agency shall make known such interest in the official records of such public agency and shall refrain from participating in any manner as an officer or employee in such decision.

Under this law, a Council member who has a conflict of interest must disclose the interest and refrain from participating in the matter. Council members may find guidance on this subject in the Arizona Agency Handbook, which is available on the Attorney General's website at <http://www.azag.gov/agency-handbook>. Council members should review conflicts of interest matters not specifically addressed in the Handbook with the Regional Director or legal counsel.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, no Council member shall vote on, or participate in the discussion of, any grant proposal in which any entity by which they are employed or on whose board they serve has a substantial interest, as defined by Section 38-502. See A.R.S. § 8-1173(C).

Council members shall complete a Conflict of Interest Acknowledgement and State Service Disclosure Statement at the beginning of their term and annually update the State Service Disclosure Statement. Additionally, Council members shall complete a Conflict of Interest Disclosure form whenever they declare a conflict at a Council meeting. All completed forms shall be given to First Things First staff for recordkeeping.

1-109 Communications from the Council

Communications from the Council concerning matters relating to the policies and actions of the Council to members of the Legislature, any other governing body, the press or the public should be made by the Chairperson, the Chairperson's designee or someone authorized by the Council.

Any member of the Council who expresses an opinion concerning matters upon which the Council has taken a position should support the position taken by the Council or make it clear that he or she is expressing a personal opinion that has not been approved by the Council.

1-110 Lobbying & Campaigning

Lobbying occurs under Arizona law when a person attempts to influence the passage or defeat of any legislation by directly communicating with any State Legislator. By contrast, campaigning refers to attempts to influence an election. In other words, lobbying relates to matters a Legislator will vote on, while campaigning relates to matters the general public will vote on.

Lobbying

The Council recognizes and appreciates the privilege each individual in this State and Nation has to express his or her opinion and to seek to make that opinion known to members of the State Legislature and Congress. The Council also recognizes the responsibilities with which it has been entrusted in connection with the Board and the advancement of early childhood development and health programs in the State of Arizona and recognizes that on occasion the interests of the Board and Council will not coincide with the interests of individual Council members.

Only the Chairperson of the Council or his or her designee shall speak for the Council to members of the State Legislature or Congress in matters relating to policy. When speaking for the Council to Legislators or their staff, the Chairperson or designee shall make every effort to accurately communicate official Council positions, while refraining from speaking on behalf of the Board or First Things First unless specifically authorized to do so by the Board or Board Chairperson or First Things First's Chief Executive Officer respectively. A Chairperson or member designee lobbying in his or her official capacity on matters pertaining to the Council is exempt from the lobbying laws requiring registration and expenditure reporting.

Any Council member may speak to members of the State Legislature or Congress in an individual capacity. For matters in which the Council has not taken an official position, any Council member communicating with a member of the State Legislature or Congress shall make every effort to indicate clearly that the position that he or she is taking is an individual position or is the position of a group other than the Council. In instances in which First Things First, the Board or the Council has taken an official position, a Council member endorsing a differing position shall make it clear that First Things First, the Board and/or the Council has endorsed a different or contrary position. Council members who, on their own behalf, appear before a legislative committee or communicate with a State Legislator in person, by phone or by letter to lobby in support of or in opposition to legislation are also exempt from the lobbying laws requiring registration and expenditure reporting.

This policy is not intended to nor shall it be enforced so as to restrict rights guaranteed to individual Council members, but is an attempt only to separate the views of individual members from positions which First Things First, the Board and/or the Council may take in attempting to discharge their responsibilities under the statutes of the State of Arizona.

* Council members who only engage in exempt lobbying are not considered lobbyists. See A.R.S. §§ 41-1231 & 41-1232.04. Additionally, Council members should be aware that the Council cannot make any expenditure for entertainment for a state officer or employee (including Legislators) and Council members cannot accept an expenditure for entertainment from a lobbyist or someone acting on behalf of a lobbyist. Entertainment refers to admission to or participation in a sporting event or a cultural event or activity. See A.R.S. §§ 41-1231(5)-(6) & 41-1232.08.

Campaigning

The Council shall not spend or use public resources to influence an election. See A.R.S. § 16-192. This prohibition includes the use or expenditure of monies, materials, equipment, buildings, postage, telecommunications, computers, web pages and any other thing of value of First Things First to support or oppose a candidate or ballot measure.

Individual Council members may express their personal views and even advocate for or against a candidate, initiative or other ballot measure, as long as they do not use public resources to do so. In these activities, Council members may identify themselves as Council members, but should not state or imply that they speak for the Council.

1-111 Attendance

The Council's governing statutes recognize the importance of consistent attendance by Regional Council members with the following statement:

Members of the Regional Partnership Council who miss more than three meetings without excuse or resign their membership shall be replaced by the Board after a public application process and with the input of the Regional Partnership Council.

See A.R.S. § 8-1162(D).

Attendance Expectations. Council members are expected to attend all Council meetings. It is understood that there will be times when Council members will need to miss a meeting. The Regional Director shall maintain an attendance roster that documents each member's attendance at scheduled meetings.

Excused Absence. An excused absence occurs when a Council member is unable to attend a meeting due to an emergency, illness, injury or previously scheduled travel, work, tribal ceremony or family obligation that prevents participation at a meeting either in person or by phone.

Notification of a previously planned obligation should be provided to the Regional Director at least two weeks in advance of the scheduled meeting. A Council member who misses a meeting other than for a previously planned obligation shall contact the Regional Director as soon as possible to provide an explanation for missing a meeting. An emergency is a situation that cannot reasonably be planned for in advance, such as car trouble, weather conditions, family illness and obligation to tribal ceremonies.

Unexcused Absence. An unexcused absence occurs when a Council member is absent from a scheduled meeting without providing sufficient notice or an explanation of the reasons for the member's absence consistent with the excused absence definition above.

Determination of Excused Absence. Regional staff shall assist the Chairperson in keeping track of excused absences. If there is a question about whether an absence meets the definition of an excused absence, the Chairperson or Vice Chairperson may consult with the Regional Director for a determination. If necessary, the matter can be presented to the Council.

Attendance Problems. An attendance problem means:

- A. Two consecutive unexcused absences.
- B. Three consecutive absences, excused or unexcused.
- C. Three unexcused absences in a 12-month period.
- D. More than five excused and unexcused absences in a 12 month period.

Addressing an Attendance Problem. Upon identification of an attendance problem, the Chairperson or Vice Chairperson shall call the Council member to discuss the member's attendance record and remind the member of the attendance expectations. If the Council member's difficulties are resolvable, then the Chairperson or Vice Chairperson shall attempt to help resolve them with assistance of staff.

If a member reaches a level of non-attendance under "d" above, of which no more than three are unexcused, the Chairperson may ask the member to resign his or her position in order to ensure the Council has sufficient participation to timely and appropriately complete its work. If the member wishes to continue on the Council, the matter shall be put to the Council at its next meeting. The Council member shall be entitled to speak to this item. The Regional Council shall then decide whether to refer the matter to the Board for possible removal of the member from the Council.

If a member misses more than three meetings in a 12 month period without excuse, the Chairperson or Vice Chairperson shall ask that the member resign his or her position on the Council. If, upon request, the member does not resign, the matter shall be forwarded to the Board for appropriate action.

1-112 Code of Conduct

Council members shall abide by the following code of conduct:

- A. Listen carefully to fellow Council members.
- B. Respect the opinions of fellow Council members.
- C. Respect and support the majority decisions of the Council.
- D. Recognize that all authority is vested in the full Council only when it meets in a legal public session.
- E. Keep well informed about the issues which could come before the Council.
- F. Participate actively in Council meetings and actions.
- G. Bring to the attention of the Council any issues that could have an adverse effect on the Council, the Board or First Things First.
- H. Refer complaints concerning Council related matters and members to the proper level, specifically the Chairperson or Vice Chairperson.
- I. Represent all the people the Council serves and not primarily a particular issue, personal agenda or interest group.
- J. Abide by the Conflicts of Interest policy and laws.

If there is a violation of this code of conduct, the member(s) suspected of the violation shall meet with the Chairperson or Vice Chairperson to discuss the matter. The Chairperson or Vice Chairperson shall attempt to resolve the matter and if necessary refer it to the Council for action.

The Council by a majority vote of the appointed members of the Council may recommend to the Board that a member be removed as a Council member upon motion by a Council member alleging the violation of a specific provision of this Manual or alleging specific actions which bring into public disrepute this Council, the Board or First Things First as an organization.

1-113 Departure from Council Policy

The Council may approve a temporary departure from a policy in this Governance Manual provided the departure would not violate the law. No departure from Council policy shall be permitted without the approval of the Council.

1-114 Amendments

These policies shall not be added to, amended or repealed except at a Council meeting and by majority vote of all appointed Council members. Any proposed addition, deletion or amendment shall be filed with the Regional Director, in writing, at least 10 days before such meeting, and it shall be the duty of the Regional Director to promptly distribute a copy of the proposal to each Council member.

Amendments to Council policy require a two-step process to adopt: (i) the draft policy change shall receive a *first reading* at a public meeting, during which Council members may discuss the draft amendment and request that staff make changes as deemed appropriate (a vote to adopt is not taken at this stage) and (ii) the draft policy change shall receive a *second reading* at a subsequent public meeting during which the Council may direct staff to make further changes or may vote its adoption.



FIRST THINGS FIRST

Ready for School. Set for Life.

Navajo/Apache Regional Partnership Council

Agenda Item: Community Outreach Quarterly Report

Background: The attached document, submitted by the Parent Awareness and Community Outreach Coordinator, is the Quarterly Report for outreach activity. Areas addressed include:

Goals of Community Outreach

Outreach Goals/Measurements and Quarterly Results

Recruitment Results

Featured Story—FTF has hired a Public Information Officer, Ofelia Gonzales who will be producing monthly evergreen articles to be placed in media outlets by community outreach coordinators.

The three priority audiences that were identified by the RIP Ad Hoc committee are Parent groups, business community and faith based community. Two of these audiences were targeted this past quarter. The business community received much attention through an award received by Tracy Ison from NPC for her educational achievements benefitting her childcare business and the Childcare Town Hall held on December 16. Our champions, Becky Benda-Dodd, DeAnn Davies and Claude Endfield were key to these excellent events taking place. Through the hosting of tables at the Show Low and Pinetop/Lakeside Trunk or Treat events I was also able to share FTF information with business leaders. The faith community was touched through the efforts of our champions, Nestor Montoya and Barry Williams. Enabling me to attend Coalition for Family Values meetings and Nestor's outreach to the Ecumenical choir in St. Johns. The ERI's to be shared are the new business fact sheet, white boards and our Born Learning posters.

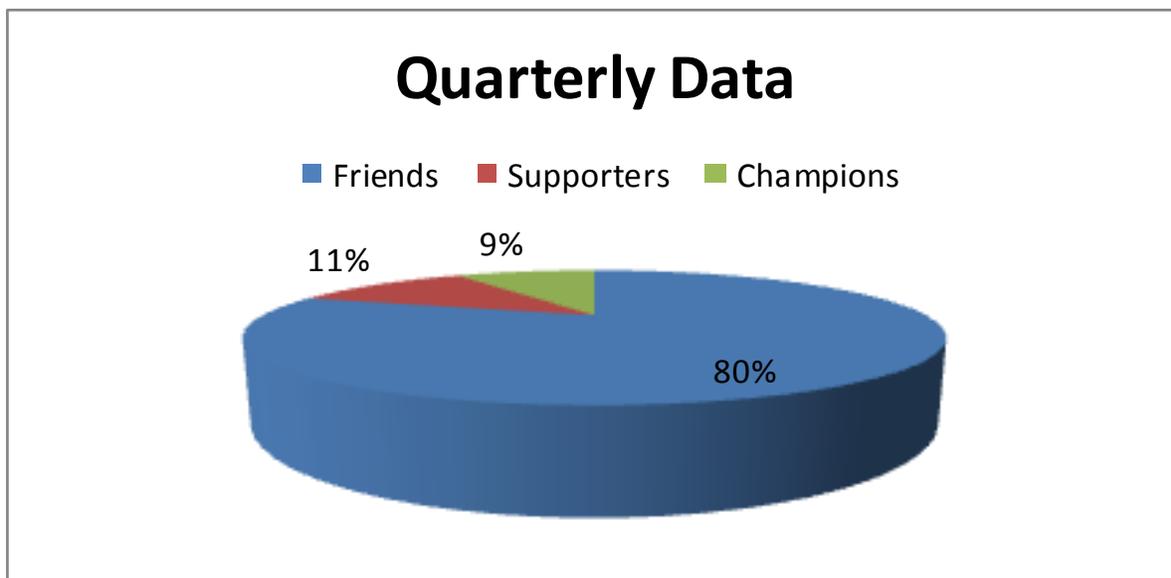
Recommendation: For informational and discussion purposes to provide recommendations and feedback to the Community Outreach Coordinator.

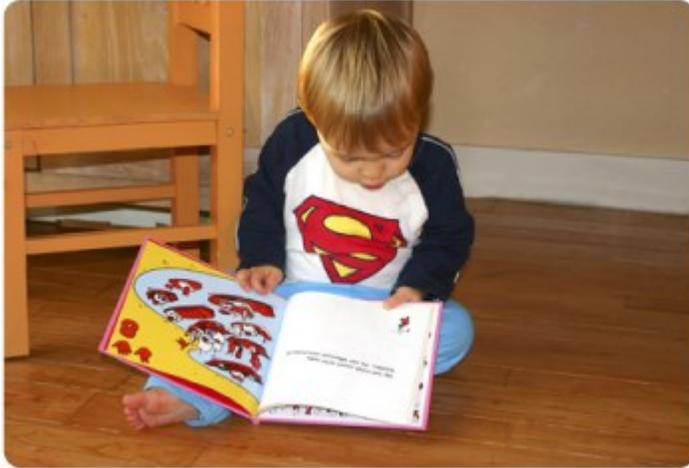
1. Raise awareness of, and build public support for, the importance of early childhood in the region.
2. Engage people and organizations that can effectively spread the word and create action.

AWARENESS:

OUTREACH GOALS & MEASURES		
TACTIC	GOAL	QUARTERLY RESULTS
Presentations/1:1s/Events	4 per month (12)	16
Stories	1 per month (3)	0
Site Tour	1 per quarter	1
Media	1 per month (3)	5
Speakers Training	1 per quarter	2

RECRUITMENT:





Holiday traditions build skills in young kids

Heber/Overgaard (December 19, 2014) – Holiday traditions offer more than fun during this festive season; for young kids, they are a chance to develop skills that will make them successful in kindergarten and beyond.

“Research shows that so-called ‘soft skills’ – the ability to

communicate, get along well with others, control oneself and delay gratification, among other things – impact various outcomes for kids, including test scores and high school graduation,” said Ginger Sandweg, First Things First Senior Director for Early Learning. “Holiday traditions offer many opportunities to help toddlers and preschoolers develop those skills.”

For example:

Religious services – in addition to teaching children values, they give kids the opportunity to learn the importance of getting along well with others, to pay attention, and to control themselves.

Family gatherings and cultural traditions – especially having a specific role or responsibility in the celebration (setting the table for a family dinner, for example) – give children a sense of security and help them to build self-esteem.

Charitable contributions or events – teach children how to consider the needs and feelings of others.

Because they are still learning and may have a shorter attention span, Sandweg said young kids need a little extra support from adults to enjoy holiday traditions.

“The best way to prepare kids for holiday events is to talk with them beforehand – several times over a few days, if possible – about what is expected of them. Be sure to let them know that you are there to help if they don’t understand what’s going on,” Sandweg said. “During the actual event, check in often; ask kids questions about what’s going on around them; and, listen patiently to their answers. When praising positive behavior, be as specific as possible.”

Sandweg said the holiday season also offers many opportunities to teach or reinforce academic skills with young children.

“Holiday decorating, baking or singing along to festive music are all ways that children are building knowledge,” Sandweg said. “Helping to count or measure ingredients, talking about the colors and shapes of decorations, listening to stories about where cultural traditions come from and learning new words to songs – all of these help children develop vocabulary and learn about important concepts like number value, shape and texture.”

By making young kids part of our holiday traditions, she said, families are doing more than passing on holiday rituals and practices; they are giving infants, toddlers and preschoolers the skills that will be crucial to their success in school and beyond!

About First Things First – First Things First is a voter-created, statewide organization that funds early education and health programs to help kids be successful once they enter kindergarten. Decisions about how those funds are spent are made by local councils staffed by community volunteers. To learn more, visit azfff.gov.



FIRST THINGS FIRST

Ready for School. Set for Life.

AGENDA ITEM: Presentation and Review of SFY 2015 Quarter 1 Programmatic Data and Narrative Report Summary

BACKGROUND: Each quarter FTF grantees submit three reports that indicate the progress of their contracts over the previous three-month period: financial, programmatic data, and a narrative report. This month you are receiving State Fiscal Year 2015 Quarter One Programmatic and Narrative Reports.

Financial Reports are submitted monthly to the Regional Council.

RECOMMENDATION: For information only, no action is needed.

Instructions for interpreting data report fields:

*Quarterly Data Submission Status

Quarterly Data Submission Status is not a strategy-specific data field. This is a FTF designated field in a report that indicates within a quarter the number of months of data that were submitted for a single contract out of the three mandatory months for the quarter.

0 = 0 months out of 3 months of data for this quarter were submitted.

Note:

No strategy-specific data fields will be displayed for a contract with a "0" Quarterly Data Submission Status

1 = 1 month out of 3 months of data for this quarter were submitted

2 = 2 months out of 3 months of data for this quarter were submitted

3 = 3 months out of 3 months of data for this quarter were submitted

Note:

A Quarterly Data Submission Status of "0" may be assigned in the following scenarios:

- (a) The grantee did not set their PGMS data submission status to "complete" or did not submit data via other acceptable file transfer protocols
- (b) The grantee signed their contract only one month prior to the end of the quarter and data submission is not applicable until the following quarter
- (c) The contract's strategy-specific data reporting requirements may not be available and/or no training on data submission has taken place

**Contracted Service Units

Contracted Service Units only appear for a contract's lead strategy

Instructions for reading null and zero as data field values:

Blank data field = A null data field appears if the grantee selected "NA (Not Applicable)" when given a YES/NA option on their data reporting template indicating the specific data field(s) are not a part of their contract

0 = Grantee selected "No" in a YES/NO option on their data reporting template indicating the specific data field(s) were not collected for the quarter

0 = Grantee reported "0" on their data reporting template indicating the specific data field(s) were not collected for the quarter

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Care Coordination/Medical Home

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-12-0339-01-Y4 / Summit Healthcare Association	Quarterly Data Submission Status*		3				
	Number of children (0-5 yrs) newly referred for care coordination services		337				
	Number of children (0-5yrs) newly received care coordination services		337				
	Number of children served	1800	2945				2945
	Number of children at the end of the quarter (subtracting disenrolled)		2904				
	Number of new intake assessments completed during the quarter		337				
	Number of new written care plans developed		788				
	Number of new written care plans completed		788				
	Number of referrals		44				
	<div style="border: 2px solid #800040; border-radius: 15px; padding: 5px; display: inline-block;"> Number refers to total children served across all years of the </div>						
Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-13-0368-01-Y3 / North Country HealthCare	Quarterly Data Submission Status*		3				
	Number of children (0-5 yrs) newly referred for care coordination services		0				
	Number of children (0-5yrs) newly received care coordination services		90				
	Number of children served	1200	1328				1328
	Number of children at the end of the quarter (subtracting disenrolled)		1264				
	<div style="border: 2px solid #800040; border-radius: 15px; padding: 5px; display: inline-block;"> Number refers to children served across all years of the contract </div>						

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Number of new intake assessments completed during the quarter		90				
Number of new written care plans developed		358				
Number of new written care plans completed		358				
Number of referrals		165				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Community Based Professional Development Early Care and Education Professionals

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-14-0474-01-Y2 / Summit Healthcare Association	Quarterly Data Submission Status*		3				
	Number of training sessions conducted		4				
	Number of professionals attended	29	20				20
	Average attendance per training session		5.0				
	Number of trainings offered as college credit		0				

Please refer to the Narrative Report for additional data on program implementation

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

This is a secondary strategy only,
and there are no contracted
deliverables for SFY 15.

Developmental and Sensory Screening

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-12-0339-01-Y4 / Summit Healthcare Association	Quarterly Data Submission Status*		3				
	Number of hearing screenings conducted		0				
	Number of hearing results forwarded to medical home		0				
	Number of families referred and having received an additional evaluation		0				
	Number of children received hearing screening		0				
	Number of vision screenings conducted		0				
	Number of vision results forwarded to medical home (physician of record) for evaluation and services		0				
	Number of families that report being referred and having received an additional evaluation		0				
	Number of children received vision screening		0				
	Number of developmental screenings conducted		201				
	Number of developmental screening results forwarded to AZEIP, Part B or a medical home		5				
	Number of children referred for developmental delay follow-up		0				
	Number of children received developmental screening		201				
	Number of children receiving screening (children may have received 1-3 types of screenings)		201				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-13-0368-01-Y3 / North Country HealthCare	Quarterly Data Submission Status*		3				
	Number of hearing screenings conducted		0				
	Number of hearing results forwarded to medical home		0				
	Number of families referred and having received an additional evaluation		0				
	Number of children received hearing screening		0				
	Number of vision screenings conducted		0				
	Number of vision results forwarded to medical home (physician of record) for evaluation and services		0				
	Number of families that report being referred and having received an additional evaluation		0				
	Number of children received vision screening		0				
	Number of developmental screenings conducted		93				
	Number of developmental screening results forwarded to AZEIP, Part B or a medical home		17				
	Number of children referred for developmental delay follow-up		6				
	Number of children received developmental screening		93				
	Number of children receiving screening (children may have received 1-3 types of screenings)		93				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Health Insurance Enrollment

Secondary strategy only, there are no contracted deliverables in SFY 15.

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-12-0339-01-Y4 / Summit Healthcare Association	Quarterly Data Submission Status*		3				
	Number of families provided New Enrollment Assistance to AHCCCS/Medicaid						
	Number of families provided New Enrollment Assistance to private health insurance						
	Number of families provided Renewal Assistance to AHCCCS/Medicaid						
	Number of families not eligible for public insurance (e.g. AHCCCS or IHS) referred to low-cost or sliding scale health care services						
	Number of families referred for new enrollment assistance to AHCCCS/Medicaid						
	Number of families referred for new enrollment assistance to private health insurance						
	Number of families referred for renewal assistance to AHCCCS/Medicaid						
	Number of families not eligible for public insurance (e.g. AHCCCS or IHS) referred to low-cost or sliding scale health care services						
	Number of families served		0				
Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-RC015-13-0368-01-Y3 / North	Quarterly Data Submission Status*		3				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Country HealthCare							
	Number of families provided New Enrollment Assistance to AHCCCS/Medicaid						
	Number of families provided New Enrollment Assistance to private health insurance						
	Number of families provided Renewal Assistance to AHCCCS/Medicaid						
	Number of families not eligible for public insurance (e.g. AHCCCS or IHS) referred to low-cost or sliding scale health care services						
	Number of families referred for new enrollment assistance to AHCCCS/Medicaid						
	Number of families referred for new enrollment assistance to private health insurance						
	Number of families referred for renewal assistance to AHCCCS/Medicaid						
	Number of families not eligible for public insurance (e.g. AHCCCS or IHS) referred to low-cost or sliding scale health care services						
	Number of families served			0			

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Oral Health

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC015-13-0477-01-Y3 / Navajo County Public Health Services District	Quarterly Data Submission Status*		3				
	Number of oral health screenings given to expectant mothers	0	0				0
	Number of oral health screenings given to children (0-5yrs)	1300	90				90
	Number of fluoride varnish applied to children (0-5yrs)	1300	88				88
	Number of expectant mothers receiving oral health kits		0				
	Number of children (0-5 yrs) receiving oral health kits		90				
	Number of group trainings conducted						
	Number of adults who attended group trainings	55					0
	Number of children who attended group trainings						
	Number of adults who participated in individualized educational sessions						
	Number of expectant mothers referred to treatment providers		0				
	Number of expectant mothers receiving services		0				
	Number of children (0-5yrs) referred to treatment providers		90				
	Number of children (0-5yrs) receiving services		57				

Numbers are low due to summer time Head Start and preschool schedules.

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Parent Kits - statewide

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-12-0334-03-Y4 / SPF Consulting, LLC	Number of English cases distributed		12				
	Number of Spanish cases distributed		0				
	Number of cases distributed		12				
	Number of parent kits distributed		168				

Number of cases of Kits delivered to the hospital only. English only.

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Parent Outreach and Awareness

Both contracts are on track to meet contracted deliverables for SFY 15

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC015-14-0639-01-Y2 / Navajo County Library District	Quarterly Data Submission Status*		3				
	Number of books distributed	4000	671				671
	Number of children receiving books		671				
	Number of children newly enrolled into book distribution program during the quarter						
	Number of local resource guides distributed during the quarter	0					0
	Number of education reinforcement items distributed during the quarter						
	Number of earned media during the quarter						
	Number of paid advertising during the quarter						
	Number of workshops held	80	22				22
	Number of adults attending workshop		69				
	Number of events held	0					0
	Number of adults attending events						
Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
ISA-RC015-14-0637-01-Y2 / Arizona Board of Regents for and on behalf of University of Arizona	Quarterly Data Submission Status*		3				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Number of books distributed	0					0
Number of children receiving books						
Number of children newly enrolled into book distribution program during the quarter						
Number of local resource guides distributed during the quarter	0					0
Number of education reinforcement items distributed during the quarter						
Number of earned media during the quarter						
Number of paid advertising during the quarter						
Number of workshops held	80	19				19
Number of adults attending workshop		130				
Number of events held	0					0
Number of adults attending events						

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Quality First - Regional

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
	Number of Centers	3	3				3
	Number of Homes	1	1				1
	Number of Rating Only Centers	0	0				0

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Quality First Scholarships

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
FTF-STATE-15-0484-01 / Valley of the Sun United Way	Quarterly Data Submission Status*		3				
	Number of center based providers served		3				
	Number of center based providers at the end of the quarter (subtracting disenrolled)		3				
	Number of home based providers served		1				
	Number of home based providers at the end of the quarter (subtracting disenrolled)		1				
	Number of children receiving scholarships		36				
	Center based providers: Number of infants receiving scholarships		0				
	Center based providers: Number of infants receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Home based providers: Number of infants receiving scholarships		1				
	Home based providers: Number of infants receiving scholarships at the end of the quarter (subtracting disenrolled)		0				
	Center based providers: Number of toddlers receiving scholarships		16				
	Center based providers: Number of toddlers receiving scholarships at the end of the quarter (subtracting disenrolled)		10				
	Home based providers: Number of toddlers receiving scholarships		3				
	Home based providers: Number of toddlers receiving scholarships at the end of the quarter (subtracting disenrolled)		2				
	Center based providers: Number of preschool aged children receiving		20				

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

scholarships					
Center based providers: Number of preschool aged children receiving scholarships at the end of the quarter (subtracting disenrolled)		16			
Home based providers: Number of preschool aged children receiving scholarships		5			
Home based providers: Number of preschool aged children receiving scholarships at the end of the quarter (subtracting disenrolled)		3			
Center based providers: Number of children with special needs receiving scholarships		0			
Center based providers: Number of children with special needs receiving scholarships at the end of the quarter (subtracting disenrolled)		0			
Home based providers: Number of children with special needs receiving scholarships		0			
Home based providers: Number of children with special needs receiving scholarships at the end of the quarter (subtracting disenrolled)		0			
Number of Infant (0-12 months) slots filled end of the quarter		1.0			
Number of toddler (13-35 months) slots filled end of the quarter		15.5			
Number of preschooler (36 months - 5 yrs) slots filled end of the quarter		18.5			
Number of slots filled with children (0-5 yrs) end of the quarter	36	35.0			35.0
Number of FTF slots vacant for children (0-5 yrs)		2.0			

Unused child care slots based on snapshot on the day data was transmitted

Data Reports by Regional Partnership Council

Council: Navajo/Apache

Fiscal Year: 2015

Recruitment into Field

Contract Number/ Grantee Name	Data Field	Contracted Service Units**	First Fiscal Quarter (July-Sept)	Second Fiscal Quarter (Oct-Dec)	Third Fiscal Quarter (Jan-Mar)	Fourth Fiscal Quarter (Apr-Jun)	Fiscal YTD Total
GRA-RC015-13-0481-01-Y3 / Northland Pioneer College	Quarterly Data Submission Status*		3				
	Number of high school students newly recruited		0				
	Number of volunteers newly recruited		1				
	Number of parents newly recruited		0				
	Number of home-based child care providers newly recruited		1				
	Number of other participants newly recruited		12				
	Number of participants newly recruited this quarter		14				
	Number of participants recruited	30	54				54
	Number of participants at the end of the quarter		7				
	Number of participants applying for financial aid this quarter		16				
	Number of individuals with an early education career plan/pathway		45				
	Number of participants volunteering		1				

Healthy Steps

North Country Health Care

FY15 Q1 “Describe collaboration efforts that have been undertaken or are continuing during the reporting period – NACOG comes to the clinic in Holbrook twice a week to offer their services to families who request assistance with their housing and maintenance needs. The response has been exceptionally positive and the outreach effort has impacted many families, including exposing many new families to the clinic and to the Healthy Steps program that were not patients. Healthy Steps continues to partner with the Living Hope Maternity Homes distributing “Mommy Money” to parents who bring their children in for well child checks and immunizations. This “Money” can then be used to purchase furnishings, clothing, bedding and food for infants and young children. This is a great resource for the children and their families. Our hope is that by opening a way to help parents acquire the physical things they need, stress will be reduced and babies will be provided for in a substantive way. It is expected that distributing an immediate “reward” for bringing children to well child checks and receiving appropriate immunizations will be an incentive to have parents to continue these positive actions.”

Summit Regional Healthcare

“ A referral was made to me by another Healthy Steps Specialist for a home visit for a second time mom with a newborn. The mom was having difficulty breastfeeding and reported that she and her husband had not gotten any sleep since the baby was born. During the home visit, I provided a lactation consultation and also observed the baby’s two year old brother. He appeared to have a speech delay which the mom confirmed she had been worried about but was waiting until his next well child check to bring it up to the provider. Mom shared that the two year old had been a thirty week preemie and spent time in the NICU at birth. She also shared that they had recently moved to the area from out of state and were not familiar with the services available in the area. Although this home visit began as a support for the parents of a newborn, it ended with the coordination of services for the two year old brother. Both mom and dad were relieved and thankful that Summit Healthcare Healthy Steps was available to them for support as new parents but also to help them navigate the service system for their toddler. “

CCHC

FY15 Q1 “Collaborative meeting attended in the Navajo/Apache region during this quarter. This meeting was well represented by all who work within this region. Each person was introduced, as well as their programs explained. The opportunity to visually meet them and to learn of the various programs available was very valuable.”

Oral Health

FY15 Q1 “NCPHSD was able to work with two different childcare centers, who didn’t participate last fiscal year, to schedule screening and fluoride varnish services. One (Holbrook Educational Childcare and Preschool) had been inactive with our program for two years and we were able to get them participating again. The other, Tracy’s Child Care in Show Low, is a new site for our program this year. “

Early Literacy – Navajo County Library

FY15 Q1 It has been difficult to find “success stories” of this type, since, although I reach many parents and other caregivers, do not often have the chance to reconnect with them over an extended period of time. Now that the Head Starts are in session and I have my schedule set for those visits, I have begun to reschedule monthly visits at WIC clinics and Living Hope Women’s Centers. I feel that these visits allow me to create ongoing personal relationships with parents, which is something that is more difficult to do at formal parent workshops, but seems to accomplish more in terms of changing parent behavior to promote early literacy at home. “

Nutrition Education – U of A Cooperative Extension

FY15 Q1 “By having regular events in regular location we are increasing our visibility in all communities, from Vernon to Pinetop. At one event we had a new mom that then attended a following event with her mother, the new mom made sure that her mother gathered up all of the nutritional information and spoke with the instructional specialist. The new mom specifically mentioned that she so enjoyed the bread in a bag that she was going to make it again. The new mom attended our most successful event in Vernon so far-we had a total of 11 participants, parents and children.”

Recruitment into Field:

FY15 Q1 “A video with interviews of five participants, three of whom were “new to the field” when they first began taking early childhood courses, has been made with the assistance of the N-A Regional Partnership office staff.”

Professional Development for Early Childhood Professionals

FY15 Q1

Activity	Target Audience	Frequency of activity	Number Reached
Introduce PITC, outline modules, introduce reflective process and journaling	Four QF Wait List Center Owners/Directors and all staff	Two centers received orientation this quarter	12 Task complete
Train in PITC modules	Four QF Wait List Center Owners/Directors and all staff	Two centers received module 1 this quarter	8
Observation and reflection with staff - PITC	Four QF Wait List Center Owners/Directors and all staff	16 visits between four centers	21
First Children’s Finance (FCF) Just In Time Program-Data collection, site visit, begin data analysis	Two QF Wait List Center Owners/Directors	Two center visits complete with data collected from each	2
FCF Cohort Pilot Project Step A	FCF, Summit EC Outreach, FTF	Discussions and planning begun for process Preliminary steps taken to launch project in December	NA

Describe collaboration efforts that have been undertaken or are continuing during the reporting period. “Work with First Children’s Finance’s (FCF) Just In Time program has introduced Center owners to a new way of thinking about themselves. The interviews, collection of data and discussion about how their business is run has allowed them to think of themselves as business owners. Collaborative efforts are also beginning as First Children’s Finance and Summit Healthcare Early Childhood Outreach teams meet to plan the Pilot Cohort Project. Important other collaborations not identified in our implementation plan include the following. 1) A newly formed Early Childhood Quality work group consisting of grantees and partners directly related to increasing the quality of care for children. Members in this group meet and share specifics of our work in order to identify and fill service gaps that exist in our region. This is also a forum that we use to disperse information into the community. These meetings are crucial for presenting a united message to our community about FTF and grantee work. 2) Grantee meetings are attended regularly and allow us to provide a united FTF message and information to the community regarding services that are available.”



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Navajo/Apache Regional Director's Report January 14, 2015

Schedule of Events

- Kate Dobler-Allen, Regional Director, has conducted/attended/facilitated the following in December, 2014 and January, 2015:

Care Coordination Partner Meeting – Summit	December 16, 2014
Professional Development Workgroup Meeting	December 16, 2014
Child Care Town Hall – Licano's	December 16, 2014
Annual Leave	December 20-28, 2014
Christmas Day – Office Closed	December 25, 2014
New Years' Day – Office Closed	January 1, 2015
Certified Public Manager Class – Phoenix	January 5, 2015
Certified Public Manager Class – Phoenix	January 6, 2015
Communications Implementation Team	January 8, 2015
Navajo County Community Network Team Meeting	January 8, 2015
Site Tour – Tracy Ison's Child Care	January 12, 2015
Certified Public Manager Class – Phoenix	January 13, 2015

- The following are scheduled for January and February, 2015:

Navajo/Apache Regional Partnership Council Meeting – Show Low	January 14, 2015
Navajo-Apache-Gila Oral Health Coalition Meeting – Show Low	January 16, 2015
Lakeside Regional Office Cookie Exchange	January 16, 2015
Martin Luther King Jr. Day – Office Closed	January 19, 2015
Certified Public Manager Class – Phoenix	January 20, 2015
FTF State Board Meeting; Funding Plan Presentation – Phoenix	January 20, 2015
Summit-First Children's Finance Meeting – Lakeside	January 21, 2015
Apache County Child Care Town Hall Planning Meeting – Living Hope	January 23, 2015
Certified Public Manager Class – Phoenix	January 27, 2015
NPC Early Childhood Division Advisory Council Meeting – Holbrook	January 27, 2015
Certified Public Manager Class – Phoenix	February 3, 2015
FTF Faith-Based Seat Forum – Phoenix	February 4, 2015
Regional In-service – Phoenix	February 5, 2015
Navajo/Apache Regional Partnership Council Meeting – Snowflake	February 11, 2015
President's Day – Office Closed	February 16, 2015
Navajo/Apache Regional Grantee Coordination Meeting – Show Low	February 18, 2015
High Quality ECE Partner Meeting – Show Low	February 18, 2015
Department of Child Safety All Providers' Meeting – Show Low	February 19, 2015
Navajo-Apache-Gila Oral Health Coalition Meeting – Show Low	February 20, 2015
Certified Public Manager Class – Phoenix	February 24, 2015

Unfunded Coordination Work:

- **High Quality ECE Partners** – Convener and facilitator
- **Navajo-Apache-Gila Oral Health Coalition** - Partner
- **Navajo County Best for Babies Court Team** - Partner

Kate Dobler-Allen, BS
Navajo/Apache Regional Director
4700 W. White Mountain Blvd., Suite B1
Lakeside, Arizona 85929
928-532-5041 (office)
928-532-5053 (fax)
602-320-1648 cell
kdallen@azftf.gov
www.azftf.gov

FY 2015 Navajo/Apache Contract Detail

	Grantee Name	Contract Period	Allotment		YTD Expense	Expense Variance	Reimbursement Activity	
			Total Allotment	Awarded			Pending	Paid (Last 30 Days)
Community Awareness	Community Awareness Strategy	Strategy Subtotal:		\$30,000	\$30,000	\$8,510	\$21,490	
	First Things First (FTF-Directed)	07/01/2014-06/30/2015		\$30,000	\$8,510	\$21,490		
	Community Outreach Strategy	Strategy Subtotal:		\$93,000	\$93,000	\$34,843	\$58,157	
	First Things First (FTF-Directed)	07/01/2014-06/30/2015		\$93,000	\$34,843	\$58,157		
	Media Strategy	Strategy Subtotal:		\$10,000	\$10,000	\$3,934	\$6,066	
	First Things First (FTF-Directed)	07/01/2014-06/30/2015		\$10,000	\$3,934	\$6,066		
	Goal Area Subtotal:			\$133,000	\$133,000	\$47,286	\$85,714	
Evaluation	Needs and Assets Strategy	Strategy Subtotal:		\$0	-	-	-	
	First Things First (FTF-Directed)	To Be Determined		-	-	-		
	Statewide Evaluation Strategy	Strategy Subtotal:		\$103,014	\$103,014	\$103,014	-	
	First Things First (FTF-Directed)	07/01/2014-06/30/2015		\$103,014	\$103,014	-		
	Goal Area Subtotal:			\$103,014	\$103,014	\$103,014	-	
Family Support	Newborn Follow-up Strategy	Strategy Subtotal:		\$100,000	-	-	-	
	Parent Outreach and Awareness Strategy	Strategy Subtotal:		\$185,000	\$160,000	\$35,088	\$124,912	
	Arizona Board of Regents for and on behalf of University of Arizona	07/01/2014-06/30/2015		\$100,000	\$21,345	\$78,655		
	Navajo County Library District	07/01/2014-06/30/2015		\$60,000	\$13,743	\$46,257		
	Goal Area Subtotal:			\$285,000	\$160,000	\$35,088	\$124,912	
Health	Care Coordination/Medical Home Strategy	Strategy Subtotal:		\$600,000	\$600,000	\$161,115	\$438,885	\$13,836
	North Country HealthCare	07/01/2014-06/30/2015		\$200,000	\$64,801	\$135,199	\$13,836	
	Summit Healthcare Association	07/01/2014-06/30/2015		\$400,000	\$96,313	\$303,687		
	Child Care Health Consultation Strategy	Strategy Subtotal:		\$11,880	\$11,817	\$3,368	\$8,450	\$683
	First Things First (FTF-Directed)	07/01/2014-06/30/2015		\$616	\$616	-		
	Maricopa County Department of Public Health	07/01/2014-06/30/2015		\$211	\$27	\$184		
	Navajo County Public Health Services District	07/01/2014-06/30/2015		\$10,606	\$2,587	\$8,019	\$659	
	Pima County Health Department	07/01/2014-06/30/2015		\$384	\$138	\$246	\$24	
	Nutrition/Obesity/Physical Activity	Strategy Subtotal:		\$0	-	(\$146)	\$146	
	Arizona Board of Regents for and on behalf of University of Arizona	To Be Determined		-	(\$146)	\$146		
	Oral Health Strategy	Strategy Subtotal:		\$136,000	\$136,000	\$45,579	\$90,421	\$12,769
	Navajo County Public Health Services District	07/01/2014-06/30/2015		\$136,000	\$45,579	\$90,421	\$12,769	
	Goal Area Subtotal:			\$747,880	\$747,817	\$209,916	\$537,901	\$27,288

	Grantee Name	Contract Period	Allotment		YTD Expense	Expense Variance	Reimbursement Activity	
			Total Allotment	Awarded			Pending	Paid (Last 30 Days)
Professional Development	Community Based Professional Development Early Care and Education Professionals Strategy		Strategy Subtotal:	\$250,000	\$250,000	\$40,148	\$209,852	
	Summit Healthcare Association	07/01/2014-06/30/2015			\$250,000	\$40,148	\$209,852	
	FTF Professional REWARD\$ Strategy		Strategy Subtotal:	\$40,000	\$39,150	\$19,946	\$19,204	
	Valley of the Sun United Way	To Be Determined			-	\$346	(\$346)	
		07/01/2014-06/30/2015			\$39,150	\$19,600	\$19,550	
	Learning Labs Strategy		Strategy Subtotal:	\$0	-	-	-	
					-	-	-	
	Recruitment into Field Strategy		Strategy Subtotal:	\$90,000	\$90,000	\$25,329	\$64,671	\$16,382
	Northland Pioneer College	07/01/2014-06/30/2015			\$90,000	\$25,329	\$64,671	\$16,382
	Scholarships non-TEACH Strategy		Strategy Subtotal:	\$15,000	\$15,000	\$11,330	\$3,670	\$11,330
	Central Arizona College	07/01/2014-06/30/2015			\$15,000	\$11,330	\$3,670	\$11,330
	Scholarships TEACH Strategy		Strategy Subtotal:	\$0	-	-	-	
					-	-	-	
			Goal Area Subtotal:	\$395,000	\$394,150	\$96,753	\$297,397	\$27,712
	Quality and Access	Quality First Strategy		Strategy Subtotal:	\$0	-	-	-
					-	-	-	
Quality First Academy Strategy		Strategy Subtotal:	\$3,760	\$3,760	\$643	\$3,117		
Southwest Human Development		07/01/2014-06/30/2015			\$3,760	\$643	\$3,117	
Quality First Child Care Health Consultation Warmline Strategy		Strategy Subtotal:	\$188	\$133	\$22	\$111		
University of Arizona Cooperative Extension		07/01/2014-06/30/2015			\$133	\$22	\$111	
Quality First Coaching & Incentives Strategy		Strategy Subtotal:	\$40,779	\$38,435	\$18,969	\$19,466		
Valley of the Sun United Way		07/01/2014-06/30/2015			\$38,435	\$18,969	\$19,466	
Quality First Inclusion Warmline Strategy		Strategy Subtotal:	\$840	\$741	\$254	\$487	\$47	
Southwest Human Development		07/01/2014-06/30/2015			\$741	\$254	\$487	\$47
Quality First Mental Health Consultation Warmline Strategy		Strategy Subtotal:	\$864	\$864	\$349	\$515	\$58	
Southwest Human Development		07/01/2014-06/30/2015			\$864	\$349	\$515	\$58
Quality First Scholarships Strategy		Strategy Subtotal:	\$268,940	\$268,940	\$134,951	\$133,989		
First Things First (FTF-Directed)		07/01/2014-06/30/2015			\$2,413	\$2,413	-	
Valley of the Sun United Way		07/01/2014-06/30/2015			\$266,527	\$132,538	\$133,989	
Quality First Warmline Triage Strategy		Strategy Subtotal:	\$304	\$304	\$126	\$178	\$23	
Southwest Human Development	07/01/2014-06/30/2015			\$304	\$126	\$178	\$23	
		Goal Area Subtotal:	\$315,675	\$313,177	\$155,313	\$157,864	\$128	
		Overall Total:	\$1,979,568	\$1,851,158	\$647,370	\$1,203,788	\$55,128	



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AGENDA ITEM: Presentation and Review of Regional Council Contracts Eligible for Renewal for SFY 2016

BACKGROUND: The regional council has approved the inclusion of the following strategies, with funding attached, for SFY 2016 resulting in the following contracts being eligible for renewal into SFY 2016:

- Parent Outreach and Awareness: UA Cooperative Extension
- Community Based Professional Development for Early Care and Education Professionals: Summit Healthcare Regional Medical Center

RECOMMENDATION: For information only, no action is needed.