



# FIRST THINGS FIRST

*The right system for bright futures*

## White Mountain Apache Tribe Regional Partnership Council

### Meeting Minutes

January 8, 2009

**DRAFT**

1. **Call to Order and Roll Call:** Shine Burnette, Chair called the meeting to order at 9:55 a.m., on January 8, 2009, at the Whiteriver Unified School District Day Care Center, 422 S. 2<sup>nd</sup> Avenue, Whiteriver, AZ 85941. Chair Burnette asked everyone to introduce themselves.  
  
**Members Present:** Shine Burnette, Deborah Clendon, Dennie Cromwell, Laurel Endfield, Velma Kaytoggy, and Faye Smith  
**Members Excused:** Kirk Massey, Jr. and Dr. Tim Strand  
**Members Unexcused:** Harrisen DeClay  
**Other Attendees:** Julie Fitzgerald, Kateri Goseyun, Rochelle Lacapa, Jeff Severn, Maureen Theobald, and Kathy Wynn
2. **Review and Approval of November 7, 2008 Meeting Minutes:** The meeting for December 18, 2008, was cancelled due to weather. **Vice Chair Smith moved to approve the minutes of November 7, 2008, as reviewed; Member Clendon seconded the motion; the motion passed 6:0:0.**
3. **Call to the Public:** Jeff Severn, Office of Environmental Health and Kateri Goseyun, Tribal Injury Professional Specialist, provided information on the Car Seat Coalition and their potential proposal for a Safety & Development Specialist. The Safety & Development Specialist would be a potential applicant under Strategy 1: Parent Support and Training.
  - a. **Question:** If the position is only partially funded what would the priority be? **Answer:** The salary for the position. The Fire Department could provide some in-kind contribution for supplies. The budget reflects capacity building as well as sustainability.
  - b. **Question:** Is this job currently being done? **Answer:** Yes, Kateri is working on some car seat safety but is not able to allocate adequate time specifically for this job.
  - c. **Question:** Will staff training be available for someone hired for the position, who isn't necessarily hired from this field? **Answer:** Some funds are set aside for some training and travel. The injury prevention program through IHS offers some entry-level training regarding data collection, program development, etc.

- d. **Question:** Could funds be used to supplement Kateri's current position or could it be reduced to a part-time position? **Answer:** A part-time position would be beneficial.
  - e. **Question:** What happens if after Year 1 funding was not re-approved—is there anything in place to ensure that the program would be sustainable without FTF funding? **Answer:** The responsibilities will fall back to the Fire Department but the programming wouldn't be as structured. Part of the job would require seeking more funding to sustain the program.
  - f. **Suggestion:** You might want to incorporate/include targeting grandparents who take care of grandchildren since part of the current duties target the elderly population.
  - g. **Suggestion:** Be prepared to be able to function/run the program without full funding from FTF. Look into grants that would be willing to match FTF funds. (Note: their projection for the cost of this program is \$81K.)
4. **Approval of Funding Plan by State Board:** Chair Burnette provided a brief update on the December State Board Meeting and the Regional Funding Plan being approved by the State Board. The White Mountain Apache Tribe Regional Partnership Council was the only region to be approved for its communications strategy.
5. **Discussion and Approval of Meeting Dates:**
- a. **January, 2009 (if additional meeting needed):** Council determined none needed
  - b. **February, 2009:** February 19, 2009, regular 2-hour meeting, (9-11:00 a.m.) potluck
  - c. **March, 2009:** March 19, 2009, regular two-hour meeting, (9-11:00 a.m.) the week before spring break, potluck
- Chair Burnette asked everyone to clear their schedules so that there is a quorum and meetings start on time. **Vice Chair Smith moved to approve the February and March meeting dates; Member Kaytoggy seconded the motion; the motion passed 6:0:0.**
6. **Discussion of Next Steps**
- a. **The RFGA Process:** Coordinator Lacapa reviewed the RFGA process.
  - b. **Timeline for RFGAs and Awards:** Chair Lacapa stated that Strategies 1, 3, and 4 will be in the first phase; Strategy 2 will be in the third phase. Phase 1 will roll out on February 1<sup>st</sup>. Once the RFGA is posted, applicants must be referred to the FTF website; RPC members cannot give input during this time.
  - c. **Formation of RFGA Review Committees:** Chair Lacapa stated that RPC Members can be a part of the review committee as long as there is no conflict of interest. The review committees will present their input to the Council; the Council can reject the recommendations of the review committee, request further input, or accept the recommendations. A review committee must have a minimum of three members. Once the Council approves the applications, they will be submitted to the Board. Coordinator Lacapa requested the Council Members review the Logic Models and give her input on them and give her suggestions for review committee members.
7. **Coordinator's Report:** Coordinator Lacapa reviewed the list of Community Presentations and Events held in November and December, as well as the RFGA Informational Meeting and the articles in the local media during that time.

8. **Items for the Good of the Order:** Coordinator Lacapa provided an update about the Council's Business Seat and the potential appointment of Erwin Thompson at the January State Board Meeting. Member Endfield asked whether or not First Things First funds would be in jeopardy given the State's economic situation. Coordinator Lacapa responded that information is forthcoming from the Board related to this matter. She further stated that legally the legislature cannot take money from FTF without a vote by the people and informed the Council that FTF Coordinators are working to mobilize agencies and individuals to advocate. Related to Council Members' First Things First documentation, Administrative Assistant Theobald, reviewed each Member's status and reminded them of their need to complete their forms and their I-9 requirements.
  
9. **Adjournment:** Chair Burnette adjourned the meeting at 11:33 a.m.

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Aletha "Shine" Burnette, Chair

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Rochelle Lacapa, Coordinator