



FIRST THINGS FIRST

Ready for School. Set for Life.

Arizona Early Childhood Development & Health Board Gila River Indian Community Regional Partnership Council

MEETING MINUTES – February 20, 2014

Call to Order

Regular Meeting of the First Things First, Gila River Indian Community Regional Partnership Council held Thursday, February 20, 2014, at 4:30 p.m. The meeting held at Early Education Childcare Center, 280 South Ocotillo Road, Sacaton, Arizona 85147.

Chair Madrid called the meeting to order at approximately 4:55 p.m. and welcomed attendees and Council Members. Introductions were held.

Members PRESENT

Melissa Madrid, Chair
Dale Enos, Vice Chair
Mary Tatum
Priscilla Antone (Telephonically)
Honorable Judge Kami Hart
Sandra Nasewytewa

Members ABSENT

Priscilla Foote
Brooklyn Dee
Emily Warburton
Kim Franklin

Consent Agenda

Chair Melissa Madrid called for a motion to approve the Meeting Minutes of January 16, 2014. Vice Chair Enos moved to approve the meeting minutes as presented. Member Judge Hart seconded. Motion carried.

Call to the Public

None

Community Outreach Update

Rachel Egboro, South Phoenix Community Outreach Coordinator informed the Council on Statewide community outreach efforts and the importance of awareness of early childhood. The Council shared ideas on how outreach strategies within Gila River Indian Community. Director Brown will contact Gila River Indian Community Public Information Officer to possible include a link on the website to First Things First. Rachel also offered Speaker's training to the Council and Community. She may also provide specific information for FTF specific programs in the Community. Outreach and awareness information should also be shared with all districts in the Gila River Indian Community. Rachel will follow-up with Director Brown and the Council on possible modes of outreach and awareness that can be provided in the Community.

Discussion on Strategic Planning and Development of the Early Childhood System

Director Brown informed the Council she will begin coordinating and planning the Council workgroup sessions to develop a strategic plan for the next three years beginning with SFY16. Director Brown will continue to update the Council on the planning phases.

Chairs/Council Member Updates and General Discussion

Children in Crisis Community Meeting – Judge Hart updated the Council on the workgroup's accomplishments and barriers. She provided the workgroup's charge. She will continue to update the Council as the workgroup progresses in establishing processes and coordination of care for 0 – 3 year olds in the court system.

Regional Director's Report

Regional Benchmarking: Vice Chair Enos reported FTF CEO Sam Leyvas, Director Brown, Chair Madrid, Ina Perez, FTF Tribal Coordinator, and he attended a meeting with Governor Mendoza on February 13th. He explained the discussions held with Governor were positive and Governor supports the work of the Council and FTF.

Gila River Indian Community Regional Partnership Council Governance Policy – 1st Reading – Director Brown asked the Council to read and review and provide any feedback and/or request for revisions to the policy. She asked the Council to pay special attention to Page #2, Section I-103, Meetings of the Council, paragraph #4, time-frame in which meetings materials should be provided to the public and Council.

FTF Board and Council Meeting– March 27, 2014 – Director Brown informed the Council a few Board Members will be meeting with Regional Council Members to discuss any topic of choice. She encouraged every member's attendance. More information will be provided as it becomes available.

Council Member Recruitment– Nominating Committee – Director Brown provided a list of Council seats due for re-election. The seats indicated have terms that end June 30, 2014. She encouraged those members in those seats to re-apply. She also informed the Members if they need assistance they may contact her or Rosemary Galindo for assistance.

GRIC and Pinal Cross Regional Collaboration Update - Director Brown informed the Council on collaboration meetings and discussions/efforts being held. She will continue to provide the Council with updates.

GRIC Home Visitation Programs and MICHVE Home Visitation Forum Update- Breadth/Scope/Reach Review – Director Brown reported to the Council on forum outcomes and discussions that were held at the forum.

2014 Regional Council Meeting Schedule

March 20, 2014 – Rosemary Galindo will check on availability at Blackwater

April 17, 2014

May 15, 2014

June 19, 2014

July 17, 2014

August 21, 2014

September 18, 2014

October 16, 2014

November 20, 2014

December 18, 2014

Adjournment

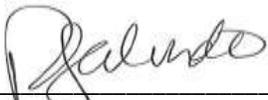
Meeting adjourned at 6:00 P.M.

Respectfully Submitted,

Dated this 12th day of March, 2014

ARIZONA EARLY CHILDHOOD DEVELOPMENT & HEALTH BOARD

Gila River Indian Community Regional Partnership Council



Rosemary Galindo, Assistant



Cathy Thornton Brown, Regional Director

Melissa Madrid, Chair



FIRST THINGS FIRST

Gila River Indian Community Regional Partnership Council

First Things First Mission: To increase the quality of, and access to, the early childhood development and health systems that ensures all children entering school comes healthy and ready to succeed.

First Things First Vision: All Arizona children birth through age five are afforded opportunities to achieve their maximum potential to succeed in school and life.

Locally Driven: The First Things First delivery system is rooted in local communities. Thirty-one Regional Partnership Councils have been designated across the state. Each Regional Partnership Council is comprised of eleven volunteer council members and staffed by a Regional Director. They are responsible for conducting a comprehensive regional needs and assets assessment and setting funding priorities for their region based on the outcome of that assessment.

Request for Applications

Professional Development/Staff Training will include opportunities for education or health programs throughout the Community who have little or no professional development budgets. **The Regional Partnership Council is accepting proposals from programs, departments or agencies interested in funding sponsorship to attend but not limited to the following conferences:**

2014 Intertribal Circle of Caring and Sharing Conference
Head Start Infant Toddler Mental Health Conference

TO APPLY:

Please submit a Letter of Proposal from your program director or administrator to include the following: program name, short description of your program services to children 0-5, description of who will attend (staff positions), expected outcomes of attending, total amount requested, and a narrative description of the expenses to be included under the request (number of attendees, expenses). Include a signature, name and title of person requesting.

Request may include costs of conference registration, travel and lodging. Funding to be available through reimbursement of expenses paid.

Submit to: First Things First, Gila River Indian Community Regional Partnership Council, c/o Cathy Thornton Brown, by **5:00 p.m., on March 7, 2014** via email at cbrown@azfff.gov.

Funding is limited. All proposals will be considered and responses provided to applicants on March 24th, 2014.

If you have further questions or are in need of additional assistance please call Cathy Brown at 480-297-4815.



Behavioral Health Services
P. O. Box 38
Sacaton, AZ 85147

(520) 562-3321 Ext. 7010 | (602) 528-7100 | Toll Free 888-484-8526 | Fax (602) 528-1341 or (602) 528-1374

March 6, 2014

To Whom It May Concern;

The Teen Parenting BabySmarts program would like to request funds to attend *The 13th Annual Women's Mental Health Symposium Integrating a Pediatric Focus* on May 9th, 2014 in Tucson, Arizona. The mission of the Women's Mental Health Symposium is to provide education to all who are interested in diverse mental health topics specific to women and children.

BabySmarts serves teen parent families with children ages 0-5 in the Gila River Indian Community. Through group meetings, individual mentoring, and home visits teen parents receive information and education specific to their child's development, while also receiving support in completing their education and nurturing healthy relationships.

Along with the BabySmart's Teen Parent Case Manager, we are proposing that 4 BabySmarts teen mothers attend the Women's Mental Health Symposium. The expected outcome of attending this conference is to gain knowledge in the area of mental health within the context of women and families. Studies show that 14% of U.S. adolescent girls have a mood disorder, which then can trigger the onset of other disorders such as anxiety and behavior disorders. Several of the BabySmarts mothers are experiencing challenges in these areas, which then reflect on how they function as parents and in their co-parenting relationships. By attending this symposium the BabySmarts teen mothers will increase their awareness and knowledge around these issues, in addition the teen parent case

manager will also gain knowledge in how to serve teen mothers facing these mental health disorders.

Cost Narrative/Break-down:

The registration for this symposium is \$125/ participant. Lodging for one night is \$129/night plus tax. Meals that are not provided by the conferences would total \$40/person (two dinners). As mentioned earlier, we would like to requests funds for a total of 5 participants.

Expense	Individual Cost	Total Cost for 5 individuals
Conference Registration	\$125.00	\$625.00
Lodging	\$129.00/night plus tax	Approx. \$420.00 (3 rooms at \$140/night)
Meals	\$40.00	\$200.00
Grand Total		\$1245.00

Thank you for your consideration.

Sincerely,

Heidi Bruder MSW, LMSW

Gila River Health Care, Behavioral Health Service

Teen Parent Case Manager

480-540-9493

hbruder@g.com

*GILA RIVER INDIAN COMMUNITY
EARLY EDUCATION/CHILD CARE CENTER
CHILD CARE & DEVELOPMENT SERVICES
280 SOUTH OCOTILLO ROAD
Post Office Box 97
Sacaton, Arizona 85247
P: (520) 562-3640
F: (520) 562-3467*

Proposal

WHAT: 2014 ITCA Circle of Caring & Sharing Training Conference
WHEN: June 10-11, 2014
WHERE: Prescott Resort and Conference Center

OVERVIEW:

A 2-day conference designed to provide early child care providers in Arizona Native communities the opportunity to increase knowledge and skills that will help establish and maintain developmentally and age appropriate early education programs and quality child care.

PROPOSED CURRICULUM AND CONFERENCE GOALS:

This year's conference will feature training areas in classroom curriculum & activities, child/human development, special needs care, arts, sciences and math, administration and personnel development, cultural infusion in child care, and developing community partnerships. Conference will to bring together key stakeholders in early education and development who serve Native children and families to increase their knowledge and skills in order to help cultivate strong children and families.

AUDIENCE:

Child care providers, head start providers, supervisors, program managers, and administrators that serve Native children and families.

COLLABORATION AND PARTNERSHIP:

- ITCA Tribal Early Childhood Working Group
- First Things First- Gila River Indian Community Regional Partnership Council
- Head Start - Gila River Indian Community
- Tribal Education Department – Gila River Indian Community

EXPECTED OUTCOMES:

Proposed curriculum includes workshops, keynote speakers, panel presentations, and activities with various break-out sessions for participants.

The conference is expected to provide participants with;

- Strategies that will address professional development and result in high quality childcare.
- Quality and meaningful early childhood information and training that is culturally sensitive, family focused, and responsive to the needs of the Gila River Indian Community.
- Tools and resources to assist participants with increased knowledge of early education childhood development.

REQUEST FOR FIRST THINGS FIRST ASSISTANCE:

\$6,326.90 to cover lodging and registration fees for (29) Early Education Child Care Center staff members to attend the 2014 ITCA Circle of Caring & Sharing Training Conference.

ITCA Breakdown 2014

	Name	Position	registration	lodging (94.23 x 2)
1	Araceli Gonzales	Early Education Teacher	\$125.00	\$188.46
2	Jesus Sandoval	Early Education Teacher Assistant	\$125.00	
3	Cecilia Mendoza	Early Education Teacher	\$125.00	\$188.46
4	Eva Figueroa	Early Education Teacher Assistant	\$125.00	
5	Nina Allison	Early Education Teacher	\$125.00	\$188.46
6	Debbie Barraza	Early Education Teacher Assistant	\$125.00	
7	Cynthia Hernandez	Early Education Teacher	\$125.00	\$188.46
8	Georgine Thomas	Early Education Teacher Assistant	\$125.00	
9	Theresa Terry	Early Education Teacher	\$125.00	\$188.46
10	Anna Yazzie	Early Education Teacher	\$125.00	
11	Ivy Cheater	Early Education Teacher Assistant	\$125.00	\$188.46
12	Carla Jackson	Early Education Teacher Assistant	\$125.00	
13	Melinda Briner	Early Education Teacher	\$125.00	\$188.46
14	Ame Edwards	Early Education Teacher	\$125.00	
15	Lichelle Martinez	Early Education Teacher Assistant	\$125.00	\$188.46
16	Rosa Ramirez	Early Education Teacher Assistant	\$125.00	
17	Wanda Reilly	Early Education Teacher	\$125.00	\$188.46
18	Elizabeth Leyva	Early Education Teacher	\$125.00	
20	Alyssa Lopez	Early Education Teacher Assistant	\$125.00	\$188.46
21	Esther Orona	Early Education Teacher	\$125.00	
22	Alyssa Jones	Early Education Teacher Assistant	\$125.00	\$188.46
23	Michele Yazzie	Early Education Teacher Assistant	\$125.00	
24	Mallory Justin	Early Education Teacher Assistant	\$125.00	\$188.46
25	Arianna Zepeda	Early Education Teacher Assistant	\$125.00	
26	Destiny Baldonado	Early Education Teacher Assistant	\$125.00	\$188.46
27	Poola, Starlit	Compliance Monitor	\$125.00	
28	Lopez, Alyssa	Secretary I	\$125.00	\$188.46
29	Stansberry, Carrie	Admin Assistant	\$125.00	\$188.46

\$3,500.00 \$2,826.90

FTF request: registration and lodging \$6,326.90



System Building to Support Children in Crisis

GRIC Early Education Childcare Center
280 South Ocotillo Road
Sacaton AZ 85147

Wednesday, March 12, 2014
3:00 p.m. – 5:00p.m

Agenda

1. Welcome Judge, Kami Hart
2. TSS Administrative Transition Impact Judge, Kami Hart
3. Crisis Diagram Judge, Kami Hart
4. Judge's Checklist - Update Judge, Kami Hart
5. Passport – Crosswalk TSS/CPS - Update Tribal Social Services/CPS
6. CPS Case Management – Follow-Up Kimberly Herman, LMSW
7. Trauma Evaluations Judge, Kami Hart
8. Case Study: Tribal Social Services
 - a. Case Review: 2 month old baby
 - b. Case Review: 2 year-old toddler
 - i. What Happens
 - ii. Process
 - iii. Who
 - iv. Where
 - v. When
 - vi. Why
 - vii. How much
9. Updates from Committee members:
 - a. March 19, 2014 Best For Babies Training Karen Wolf
 - b. Cradle to Crayons – Update Cathy Thornton
10. April Meeting Date:

First Things First

Gila River Indian Community Regional Partnership Council

Governance Policy Manual

PREFACE

This document, initially adopted by the Gila River Indian Community Regional Partnership Council on ~~May 13, March 20, 2014-2009~~ and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the Gila River Indian Community Regional Partnership Council.

DISCLAIMER

ALL POLICIES IN THIS GOVERNANCE POLICY MANUAL ARE SUBJECT TO CHANGE FROM TIME TO TIME AS APPROVED BY THE REGIONAL PARTNERSHIP COUNCIL. THE FIRST THINGS FIRST REGIONAL OFFICE DISSEMINATES HARD COPIES OF ADDITIONS/REVISIONS NOT MORE THAN TWICE EACH YEAR. THE WEB COPY, LOCATED AT [HTTP://WWW.AZECDH.GOV](http://www.azecdh.gov) IS UPDATED AS NEEDED FOLLOWING APPROVAL BY THE REGIONAL PARTNERSHIP COUNCIL PRIOR TO ACTING IN RELIANCE UPON A SPECIFIC COUNCIL POLICY AS IT APPROVED ANY ADDITIONS OR REVISIONS TO THAT SPECIFIC POLICY.

Contact (Cathy Brown at 602-771-4991 or cbrown@aztf.gov)

Contact us:

First Things First

Gila River Indian Community Regional Partnership Council

4000 North Central Avenue, Suite 800

Phoenix, Arizona 85012

602-771-5100 office

602-274-7040 fax

1-101 Organization, Authority and Location

The Gila River Indian Community Regional Partnership Council (herein “the Council”) is established as a result of a ballot initiative, Proposition 203, which was approved by voters in November 2006. The 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 is appointed by the Arizona Early Childhood Development and Health Board and assisted in the performance of its duties by staff employees known as the First Things First Staff. The Gila River Indian Community Regional Office is located in Mesa, Arizona. The office is maintained by the Regional Staff.

1-102 Departure from Council Policy

- A. Persons desiring to depart from the policies adopted by the Council shall submit a request in writing to the Chairperson of the Council
- B. No departure from Council policy shall be permitted without the approval of the Council

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.

A majority of the membership of the Council shall constitute a quorum for the transaction of business at any meeting of the Council, but a number less than a quorum may adjourn from time to time. Council members may participate at any meeting in person, by teleconference and/or by videoconference provided that all members may hear one another.

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 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 ~~ten~~ **seven** days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least three days prior to the scheduled meeting. ~~Except with the approval of three-fourths of the voting members in attendance at a meeting, and if permitted by law, no action shall be taken by the Council on any matter where material is not timely submitted in accordance with this policy.~~

Special meetings may be held upon such notice to the members of the Council as is appropriate

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

1-104 Meeting Procedures

The rules contained in the current edition of Robert's Rules of Order Newly Revised (available online at <http://www.rulesonline.com/>) shall govern the deliberations of the Council in all cases to which they are applicable and in which they are not inconsistent with these Council policies and special rules of order the Council may adopt, and with any applicable statutes.

The 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:

1. Call to order
2. Call to the public
3. Approval of minutes of prior regular or special meetings if not included on consent agenda
4. Adoption of all consent agenda items
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 ~~Coordinator~~ 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 Chairperson may 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 Staff with respect to the matter.

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.

1-105 Call to the Public Procedure

During each Council meeting, the Council conducts a “Call to the Public” when members of the public may address the Council. Speakers who wish to address the Council:

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

The following priority will be given to speakers during “Call to the Public”:

1. Matters scheduled on the same meeting’s agenda.
2. Other matters; presenters who haven’t address the Council in the previous two months.
3. Other matters: presenters who have addressed the Council in the previous two months.

The Council retains its prerogative to:

- Refuse to hear comments on a specific issue if a public comment session has been held on the issue.
- Limit the time or the number of speakers on the same issue.
- 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 ~~Coordinator~~ Director. All written materials are distributed to and given consideration by the Council.

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 Minutes of Meetings of the Council

Minutes of all 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 “GRIC Regional Partnership Council’s Documents File,” which shall be kept in the custody of the Regional ~~Coordinator~~ Director and available for ready reference.

Each member of the Council shall be furnished with copies of the minutes of the open session portion of each regular and special meeting of the Council. Members of the Council 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 ~~Coordinator~~ Director.

All minutes of the open session portion of any meeting of the Council shall be open to public inspection during regular business hours at the First Things First Regional Office located in Mesa, AZ. Minutes of executive sessions shall be kept confidential except from members of the Council or as otherwise 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 ~~Coordinator~~ 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 standing committees composed of members of the Council appointed by the Chairperson. The Chairperson 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 said committees. All such committees shall act as advisory bodies to the Council and report their recommendations to the Council.

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 of 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.

1-108 Council Officers and Their Duties

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.

~~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 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, 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.

It shall be the duty of the Vice-Chairperson to assume the duties of the Chairperson in the absence of the Chairperson. The Vice-Chairperson does not automatically succeed the Chairperson. Both the Chairperson and the Vice-Chairperson are eligible for reelection.

1-109 Communications To or From the Council

In order to establish and maintain open communication and trust between the G.R.I.C. Tribal Council and the G.R.I.C. Regional Partnership Council, the G.R.I.C. Regional Partnership Council Chairperson, Vice Chair, or Council member delegated by the Chair will attend ~~monthly~~ Education ~~and Health and Social~~ Standing Committee meetings, when the G.R.I.C. Regional Partnership Council has a report to present to the Education Standing Committee ~~or the Health and Social Standing Committee.~~

Communications from the Council to members of the legislature, the press and the public should, whenever possible, be transmitted by and through the Chairperson of the Council. Inquiries in regard to matters upon which the Council has taken, or probably will take a position, should be referred to the Chairperson.

There will be cases when an individual member of Council will feel obligated to answer inquiries. In these cases, the member of the Council expressing an opinion as to matters upon which Council has taken a position should support the position taken by the Council or make it perfectly clear that he or she is expressing an opinion that has not been approved by the Council.

1-110 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 State legislature. The Council also recognizes the responsibilities with which it has been entrusted in connection with the operation of the early childhood development and health 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 Council will not coincide with the interests of individual members of the Council.

In approaching members of the State legislature or members of Congress, members of the Council shall make every effort to indicate clearly that the position they take is an individual position or is the position of a group other than the Council. In instances in which the Council has taken an official position, the member endorsing a differing position shall make it clear to the legislative body that the Council has endorsed a different or contrary position.

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.

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 from positions which the Council may take in attempting to discharge its responsibilities under the statutes of the State of Arizona.

1-111 Conflict Of 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.

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 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/Agency_Handbook/Agency_Handbook.html. Public

officers and employees should review conflicts of interest matters not specifically addressed in the Handbook with their supervisors or legal counsel.

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 Council they serve has a substantial interest, as defined by Section 38-502.

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.

In addition to complying with the conflict of interest provisions of Title 38, Chapter 3, Article 8, all Council members shall complete a Conflict of Interest Statement upon adoption of this policy and annually thereafter on a form to be provided by First Things First. These forms will be reviewed by the Regional **Coordinator** **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 Regional Council's upcoming agenda for disclosure purposes and to help ensure compliance with the conflict of interest laws. In addition, the Regional **Coordinator** **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 Regional **Coordinator** **Director** will be reviewed by the Council.

1-112 Regional Council Member Attendance

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

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

Notification of a previously planned obligation should be provided to the Regional ~~Coordinator~~ **Director** at least 2 weeks in advance of the scheduled meeting. A Regional Council member who misses a meeting other than for a previously planned obligation must still contact the Regional ~~Coordinator~~ **Director** as soon as possible with the reason for missing a meeting. An emergency is a situation that cannot reasonably be planned for in advance, e.g. car trouble, weather conditions, family illness.

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

Determination of Excused Absence: The Regional ~~Coordinator~~ **Director** will determine whether an absence qualifies as an excused or unexcused absence. If there is a question about whether an absence meets the definition of an excused absence, the Regional ~~Coordinator~~ **Director** may consult with the Regional Council Chair or their Region's Manager for a determination.

Problem Attendance: An attendance problem will be defined as:

- a. 2 consecutive unexcused absences
- b. 3 consecutive absences, excused or unexcused
- c. more than 3 unexcused absences in a 12-month period
- d. more than 5 excused and unexcused absences in a 12 month period

Addressing an Attendance Problem: Upon identification of an attendance problem under "a" or "b" above, the Regional Council Chair or Regional ~~Coordinator~~ **Director** will call the Regional Partnership Council member to discuss their attendance record and remind him/her of the attendance expectations.

If a member reaches a level of non-attendance as identified in "c" above, the Regional Council Chair or ~~Coordinator~~ **Director** will ask the member to 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 3 are unexcused, the Regional Council Chair or Regional ~~Coordinator~~ **Director** may ask the member to resign his/her position in order to ensure the Council has sufficient participation to timely and appropriately complete its work. If the member refuses to resign, the matter shall be taken to the full Regional Partnership Council, discussed and a decision made to allow the member to continue to participate or to refer the member to the Board for possible removal from the Regional Council.

1-113 Amendments

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

Amendments to Council policy will require a two-step process to adopt: 1) the draft policy change 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 2) the draft policy change 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.

2nd READING

GILA RIVER INDIAN COMMUNITY

SEATS	OCCUPANT
Parent	Emily Warburton
Child Care Provider	Melissa Madrid
Health	Brooklynn Dee
At Large	Priscilla Foot
At Large	Kami Hart
At Large	Mary Tatum

These seats have terms which end June 30, 2016.

GILA RIVER INDIAN COMMUNITY

SEATS	OCCUPANT
Educator	Vacant
Business	Sandra Nasewytewa
School Administrator	Kim Franklin
Faith-Based	Priscilla Antone
Philanthropy	Dale Enos

These seats have terms which end June 30, 2014. A new term begins July 1, 2014 and runs through June 30, 2018

GILA RIVER INDIAN COMMUNITY

SEATS	OCCUPANT	TERM ENDS
Parent	Emily Warburton	2016
Child Care Provider	Melissa Madrid	2016
Health	Brooklynn Dee	2016
At Large	Priscilla Antone	2016
At Large	Kami Hart	2016
At Large	Mary Tatum	2016
Educator	Vacant	2018
Business	Sandra Nasewytewa	2018
School Administrator	Kim Franklin	2018
Faith-Based	Priscilla Antone	2018
Philanthropy	Dale Enos	2018