



FIRST THINGS FIRST

Attachment #1

Ready for School. Set for Life.

Meeting Minutes

#1. Call to Order/Welcome

The Regular Meeting of the First Things First Santa Cruz Regional Partnership Council was held on Monday May 05, 2014 at the Sonshine Christian Preschool Cafeteria, 1915 North Frank Reed Road, Nogales, Arizona 85621. Chair William Kirkpatrick welcomed everyone and called the meeting to order at 3:32 p.m. He welcomed and thanked Senior Director Erin Lyons, Pima North Director Jessica Brisson, and Finance Specialist Michael Strawther for attending. He thanked Ms. Pamela Willey, Sonshine Christian Preschool Director, for the meeting space. He asked each member to introduce themselves, indicating their seat and sharing a preschool or kindergarten memory.

Members Present

Chair William Kirkpatrick, Vice-Chair Karen Woodford, David Verdugo, Karen Guilmette, Lee Vellom and Erika Garcia (3:45)

Members Attending Telephonically

Anna Lepa, Dr. Melisa Lunderville, Veronica Santillo, Danna Gallardo

Members Absent

None

#2. Conflict of Interest

Chair Kirkpatrick explained to Regional Council members their need to declare any Conflicts of Interest stating the reason for the conflict and identifying the strategy. Members Gallardo, Guilmette, Lunderville, Santillo and Verdugo each explained that they are each employed by a sub grantee of the Family Resource Center Strategy. Chair Kirkpatrick clarified that unless the Rule of Impossibility is invoked, these members should refrain from discussion and voting on that strategy.

#3. Approval of the Minutes

Chair Kirkpatrick directed everyone to the draft of the minutes of April 07, 2014 and asked if there was a motion to approve. Vice-Chair Woodford so moved, Member Guilmette seconded the motion. Motion carried.

#4. Call to the Public

None

#5. Discussion and Possible Action: Renewal Recommendations for Fiscal Year 2015

Chair Kirkpatrick reminded the Regional Council that Fiscal Year 2015 begins on July 1, 2014. This is the time to renew existing strategies. Four regional grants are eligible for renewal; Regional Director Francisco Padilla led the Regional Council through a review of each strategy.

Director Padilla explained that the Grantee Renewal reports show each grantee's status for the year with expenditures and contracted service units. He explained that the reports have a column for "Staff Recommendation to Council" advising that the "Staff" consisted of Director Lyons, Fiscal Specialist Michael Strawther and himself. The first renewal to be considered was Home Visitation which had a Staff Recommendation to renew.

Member Guilmette made a motion that the Santa Cruz Regional Partnership Council renew the Home Visitation grant award with Child & Family Resources, Inc. First Things First contract #FTF-RC020-13-0391-01, for the period of July 1, 2014 – June 30, 2015 in the amount of \$300,000. The motion was seconded by Member Vellom. On a roll call vote the motion carried unanimously.

Director Padilla next referred to the Recruitment into the Field strategy and advised that the Staff Recommendation was to renew. Vice-Chair Woodford made a motion that the Santa Cruz Regional Partnership Council renew the Recruitment into the Field grant award with Cochise College, First Things First contract #GRA-RC020-13-0530-01, for the period of July 1, 2014 – June 30, 2015 in the amount of \$42,000. The motion was seconded by Chair Kirkpatrick. On a roll call vote the motion carried unanimously.

Director Padilla referred to the Oral Health strategy and stated that the Staff Recommendation was to renew. Member Guilmette made a motion that the Santa Cruz Regional Partnership Council renew the Oral Health grant award with Mariposa Community Health Center, First Things First contract #FTF-RC020-13-0367-01, for the period of July 1, 2014 – June 30, 2015 in the amount of \$74,800. The motion was seconded by Chair Kirkpatrick. On a roll call vote the motion carried unanimously.

Director Padilla referred to the Family Resource Center strategy and noted that the Staff Recommendation was to renew. Due to the expressed Conflicts of Interest from members Gallardo, Guilmette, Lunderville, Santillo and Verdugo, the Rule of Impossibility was invoked, allowing all 5 members to participate. A motion was made by Vice-Chair Woodford that the Santa Cruz Regional Partnership Council renew the Family Resource Center grant award with the University of Arizona Santa Cruz Cooperative Extension, First Things First contract #FTF-RC020-13-0387-01, for the period of July 1, 2014 - June 30, 2015 in the amount of \$555,000. The motion was seconded by Member Vellom. On a roll call vote the motion carried unanimously.

#6 Regional Director's Report

Director Padilla reviewed the attached Expenditure Report explaining the percentage of expenditures to date by each grantee. He stated that he had seen the initial draft of the Needs and Assets Report submitted by the University of Arizona, Norton School. There will be an official draft available for the Regional Council's review at the June meeting.

He reviewed the Quality Assurance site visit conducted with our Child Care Health Consultant grantee University of Arizona Santa Cruz Cooperative Extension. The report from the Quality Assurance team revealed a professional and passionate grantee that has impacted the community on many levels and established relationships in the region.

The Regional Council Recruitment is ongoing, there will be additional interviews. He recounted the April 8th State Board meeting where a discussion on the financial allocations was held and new Regional Council member Erika Garcia was appointed.

He also updated everyone on the Birth to Five Coalition; core members include the University of Arizona Santa Cruz Cooperative Extension, Mariposa Community Health Center, Child & Family Resources, Inc. and himself. They will be working with Wholonomy, a consultant, who will assist with Partner Mapping, paid by Mariposa Community Health Center, in an effort to close the gap for children missing out on needed services and establish follow-through for referrals received. They will be developing their goals and a mission statement. There will be a meeting on May 13th, at the Esplendor Resort in Rio Rico. Breakfast will be provided by the Santa Cruz County Superintendent of Schools' Office. There are approximately 30-40 others representing appropriate agencies who will be invited.

#7. Regional Council & Staff Announcements

Member Gallardo thanked the staff for providing Born Learning materials for an inmate at the Santa Cruz County Juvenile Detention Facility. Administrative Assistant Susan Faubion provided that there was a flyer in their meeting packet regarding the August 18-19 Early Childhood Summit and asked everyone to consider attending. Senior Director Erin Lyons, Vice-Chair Woodford and Member Lunderville commented on the value of attending.

Member Vellom reminded the Regional Council about his resignation from the Regional Council and his relocation to San Antonio, Texas. He was presented with a plaque thanking him for his years of service.

#8. General Discussion

Director Padilla advised the Regional Council members that he will be contacting them for availability dates in order to schedule a workgroup. A workgroup venue would be the best way to process and review the Harder & Company's external evaluation report on the region's Family Support strategies. He explained that this information is vital for strategic planning.

#9. Meeting Reminder/Adjourn

Chair Kirkpatrick reminded everyone that the next meeting would be held on June 02, 2014 at 3:30 p.m., at the San Cayetano Elementary School, Reading Room, 1412 West Frontage Road, Rio Rico, Arizona 85648. Member Vellom made a motion to adjourn seconded by Member Verdugo, motion carried, the time was 4:45 p.m.

Submitted by Susan Faubion

Approved by _____

Dated this _____ day of _____, 2014

DRAFT