

First Things First
Pima North Regional Partnership Council

Governance Policy Manual

PREFACE

This document, initially adopted by the Pima North Regional Partnership Council on (Date), and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the Pima North 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. 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 APPEARS IN ANY COPY OF THE GOVERNANCE POLICY MANUAL, PLEASE CHECK TO MAKE SURE THAT THE COUNCIL HAS NOT RECENTLY APPROVED ANY ADDITIONS OR REVISIONS TO THAT SPECIFIC POLICY.

Contact: Jessica Brisson, at 520-628-6675 or email jbrisson@azftf.gov

Contact us:
First Things First
Pima North Regional Partnership Council
Tucson, AZ 85719
520-628-6675
520-628-6650

1-101 Organization, Authority and Location

The Pima North 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 Pima North Regional Office is located in Tucson, Arizona. The office is maintained by the Regional Staff.

Adopted Month, Day, Year

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 (six members) shall constitute a quorum for the transaction of business at any meeting of the Council. It is the policy of First Things First to adjourn the meeting should a meeting start with quorum (six members) and through the duration of the meeting lose a quorum of members. 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 five calendar days prior to the date of such meeting. E-mail may be used to transmit the above documents unless a Council Member requests in writing to receive a copy by mail at least seven days prior to the meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least 24 hours 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 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 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.

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 member of the Council a fair opportunity to participate in the discussion and resolution of issues that come before it. 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 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 for guidance."

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 (in no specific order):

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. Regional Council business as defined by statutory responsibilities
6. Matters or 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
9. 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 Chairperson 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 may conduct a “Call to the Public” when members of the public may address the Council. 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. Any written materials for the Council should be included with this request.
- B. Are given up to five minutes to make their remarks.

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

- A. Matters scheduled on the same meeting’s agenda.
- B. Other matters: presenters who haven’t addressed the Council in the previous two months.
- C. 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. 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 Request to Present Procedure

In addition to the “Call to the Public” opportunity, community members may also request to provide a longer presentation to the Council. Such a presentation will be by invitation only.

Speakers who wish to provide a presentation:

- Must request and complete a Request to Present form, available from the Regional Director. This form should be completed and returned to the Regional Director by the 1st of the month.
- May be given up to 15 minutes for the presentation, including questions from Council members.

The following criteria will be used by the Council when issuing an invitation to present:

- The proposed presentation informs the Council on one of the stated First Things First goal areas (Quality; Access; Preventative Health and Health Screenings; Parent and Family Support; Professional Development & Training; and Coordination and Public Information/Communication)
- The proposed presentation informs the Council on a Regional Need
- The proposed presentation informs the Council on a Regional Asset
- The proposed presentation informs the Council on a Potential Strategy

The Council retains its prerogative to:

- Not issue an invitation to present.
- Limit the time or the number of speakers on the same issue.

The Central Pima Regional Partnership Council will review written requests and determine upcoming presenters during monthly meetings. All presentation requests and supporting documents received each month will be shared with the full Council for review.

Once an invitation is issued, any written materials for distribution should be provided to the Regional Director at least 1 (one) week prior to the scheduled presentation date. The presenter must coordinate with the Regional Director regarding availability of media support.

Presentations will be a scheduled item on the Central Pima Regional Partnership Council Meeting Agenda, and therefore Council members can entertain discussion/questions during the meeting if time allows.

The Regional Director and/or the Council can extend an invitation to a community member to present without first receiving a specific request.

1-107 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 "Pima North Regional Partnership Council's Documents File," which shall be kept in the custody of the Regional 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, 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 meeting of the Council shall be open to public inspection during regular business hours at the First Things First Regional Office located in Tucson , 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 Director. If such minutes have not yet been approved by the Council, they shall be marked "Draft."

1-108 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 Chairperson of each such committee shall be its presiding officer and shall set the time, date and place of the meetings.

1-109 Council Officers and Their Duties

At the first regular meeting of the Council following June 1 of each year beginning in 2015, the Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing state fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected. The election shall be by vote of the Council.

The Council will nominate members to serve as its Chairperson and Vice-Chairperson. The Council may nominate any appointed member 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 and maintain order over the meetings of the Council, to call meetings as herein provided, to keep informed of all committees and associated committee work of the Council, and to perform such other duties, such as representing the Council before the Board, other governing bodies and other official capacities.

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 vote of a majority of the appointed members of the Council upon motion by a member of the Council alleging the violation of a specific provision of this policy manual 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. If a Chairperson or Vice-Chairperson is removed, a replacement shall be elected by a majority of the Council as soon as is practicable. The Council by a 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 member of the Council alleging the violation of a specific provision of this policy manual 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.

1-110 Communications To or 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.

1-111 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 Board and the advancement of early childhood development and health system in the State of Arizona and recognizes that on occasion the interests of the FTF 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 FTF state Board has taken an official position, the Council member endorsing a differing position shall make it clear to the legislative body that FTF 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 unless such use receives specific authorization by FTF state Board.

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 FTF positions. In matters for which the FTF 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 FTF.

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 FTF may take in attempting to discharge its responsibilities under the statutes of the State of Arizona.

1-112 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 and employees shall complete a Conflict of Interest Statement upon adoption of this policy and annually thereafter on a form to be provided by the regional staff.

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 Director, in writing, at least ten days before such meeting, and it shall be the duty of the Regional 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.

1-114 Attendance Policy

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.

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 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.

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 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 providing an explanation 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 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 excused absence definition above.

Determination of Excused Absence: The Regional Director or staff will assist the Chairperson in keeping track of absences. If there is a question about whether an absence meets the definition of an excused absence, the Regional Council Chairperson or Vice-Chairperson may consult with the Regional Director for a determination.

Problem Attendance: An attendance problem will be defined as:

- A. Two consecutive unexcused absences
- B. Three consecutive absences, excused or unexcused
- C. More than 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 Regional Council Chairperson or Vice-Chairperson will call the Regional Partnership Council member to discuss his/her attendance record and remind him/her of the attendance expectations. If the Regional Council member's difficulties are resolvable, then the Chairperson or Vice-Chairperson 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 Chairperson or Vice-Chairperson 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/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 will then decide to allow the member to continue to participate or to refer the member to the Board for possible removal from the Regional Council.

1-115 Code of Ethics

Voting members and staff will agree to the following code of ethics:

- A. Listen carefully and respect the opinions of fellow Council members.
- B. Respect and support the decisions made by the Regional, as decisions are made by the majority of the membership.
- C. Recognize that all authority is vested in the full Council only when it meets in a legal public session.
- D. Only the Chairperson of the Council or his or her designated delegate shall speak on behalf of the Council to members of the legislature in matters relating to policy.
- E. Keep well informed about the issues which could come before the Council.
- F. Come to Council meetings informed and prepared to participate actively and to take action.
- G. Will abide by the Conflict of Interest of statute at all times.
- H. Bring to the attention of the Council any issues that could have an adverse effect on the Pima North Regional Partnership Council, First Things First, and the Arizona Early Childhood Development and Health Board.
- I. Refer complaints concerning Council related matters and members to the proper level, specifically the Chairperson or Vice-Chairperson of the Council. Represent all the people the Pima North Regional Partnership Council serves and not primarily a particular issue, personal agenda, or interest group.
- J. If there is a violation of this code the individual(s) suspected of said violation shall meet with the Chairperson or Vice-Chairperson of the Council to discuss the matter. The appropriate Chair shall attempt to resolve the matter and if necessary refer it to the Council for action.



Pima North Strategies & Contracts Summary

Attachment #2

QUALITY FIRST (GOAL AREA: EARLY LEARNING)	
Funding Mechanism: Statewide Strategy; Amendment to Statewide Contract	
Prioritized Regional Need: Young children have access to high quality early care and education programs and settings that provide an individualized continuum of support.	
Strategy Description: <i>*statewide initiative*</i> Expands the number of children who have access to high quality care and education, including learning materials that are developmentally appropriate, a curriculum focused on early literacy and teachers to work with infants, toddlers and preschoolers. Supports provided to early care and education centers and homes to improve the quality of programs, including: on-site coaching; program assessment; financial resources; teacher education scholarships; and consultants specializing in health and safety practices. In the Central Pima region, 3,419 young children have benefited from enrollment in a Quality First program and 2,162 young children have benefited from enrollment in a Quality First program in the North Pima region. Combining both regional areas, a total of 5,581 young children have been impacted by Quality First.	
Grantee/Partners:	
<ul style="list-style-type: none"> • <u>Assessment and Warmlines (except CCHC Warmlines):</u> Southwest Human Development • <u>CCHC Warmlines:</u> University of Arizona Cooperative Extension • <u>Coaching and Incentives:</u> <ul style="list-style-type: none"> ○ Lead Grantee: Valley of the Sun United Way ○ Subgrantee Partners (Coaches and Coaching Supervisors): United Way of Tucson and Southern Arizona; Child & Family Resources and Easter Seals Blake Foundation • <u>Child Care Health Consultation:</u> Pima County Health Department and Maricopa County Department of Public Health • <u>Quality First Scholarships:</u> Valley of the Sun United Way • <u>TEACH Early Childhood Arizona:</u> Association for Supportive Child Care (note: Quality First TEACH is supported through statewide funding; Central Pima funds additional TEACH for any professional wishing to advance their education and supports Pascua Yaqui early childhood professionals in accessing TEACH) 	
SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
Centers: 55 Homes: 24 Rating Only Centers: 7	Centers: 27 Homes: 5 Rating Only Centers: N/A
SFY2014 Central Pima Contract Amounts	SFY2014 North Pima Contract Amounts
Quality First (Assessment, Coaching, Incentives, etc.): \$1,172,360 Child Care Health Consultation: \$198,912 Quality First Scholarships: \$2,637,514 TEACH (Addition to state funded, regionally supported): \$212,500	Quality First (Assessment, Coaching, Incentives, etc.): \$495,829 Child Care Health Consultation: \$80,556 Quality First Scholarships: \$1,391,670 TEACH (Addition to state funded, regionally supported): \$0
SFY2015 Pima North Contract Amount and Target Service Numbers	
Target: 95 Centers and 25 Homes (Includes 7 Centers in Quality First Rating Only With Scholarships*) Quality First (Assessment, Coaching, Incentives, Warmlines, Academy): \$1,614,038 Child Care Health Consultation (Serving 88 Full Participation Centers and 25 Homes): \$279,110 Quality First Scholarships (741 scholarship slots designated to 95 Centers and 25 Homes): \$5,925,160 TEACH (Addition to state funded; will regionally support 44 scholars with 10 designated to Pascua Yaqui Tribe, 1 BA Scholar): \$180,391	
Additional Notes	
<ul style="list-style-type: none"> • Star Ratings for Pima North Providers: 2 Stars- 68; 3 Stars- 26; 4 Stars- 13; and 5 Stars- 6 (113 total) • Waitlist: Quality First has a waitlist of 49 Centers and 18 Homes (67) in the Pima North region. • *Rating Only: Seven programs participate in Quality First Rating Only and are eligible to participate in the assessment process, receive Quality First Child Care Scholarships and will be invited to participate in a Kindergarten Transition Pilot that has an allotted amount of \$46,492. 	



Pima North Strategies & Contracts Summary

Quality First

Quality First was created to improve early care and education in Arizona. Young children who access licensed and regulated care are more apt to succeed in school and beyond when exposed to high quality early learning experiences. The Quality Improvement Rating System accounts for a multi-faceted approach to increasing quality early care and education programming including creating optimal early learning environments, increasing teacher knowledge, providing health supports and increasing access to affordable and quality care to families. Quality First provides families with information on selecting a quality early care and education setting for their young children with the recent launch of the Quality First website: www.qualityfirstaz.com. Regulated center-based and certified family child care home providers are eligible to apply for participation in Quality First. Enrolled participants have access to the following program services and supports:

- **Early Care and Education Program Assessments** – Identifies the strengths and weaknesses of the program; an assessment helps the program know where to start and measures progress and improvement (through Southwest Human Development).
- **Warmlines**- Multiple warmlines are provided for access to supports, service and advice. Warmlines also help triage calls and determine if additional services are needed such as on-site, more intensive support. *Note: Warmlines will be revised and for SFY2016.*
- **Coaches and Academy** – Partners in improving the quality of the educational services, which includes financial incentives that offer quality improvements (through the United Way of Tucson & Southern Arizona, Child & Family Resources and Easter Seals Blake Foundation). Coaches also have access to an Academy that supports Coaches learning and professional development.
- **Child Care Health Consultation** – Assures that children in their care are safe, healthy and ready to succeed (through Pima County Health Department and Maricopa County Department of Public Health). Also supports programs through a CCHC specific Warmline operated by University of Arizona Cooperative Extension.
- **Quality First Scholarships**- Scholarships are offered to children to attend quality early care and education programs. Number of scholarships offered to a Quality First program is dependent upon type of program, size of program and Quality First Rating.
- **TEACH Early Childhood Arizona** – Scholarships for directors and employees working toward an Associate's Degree or Childhood Development Associate's Assessment. Quality First TEACH is supported through statewide funds. Central Pima offers Additional TEACH scholarships to support professionals not participating in a Quality First enrolled program. The North Pima region discontinued additional TEACH support beginning in SFY2014. The Central Pima Regional Council also supports one scholar through the TEACH BA Pilot and supports scholarships for Pascua Yaqui region. *Note: The TEACH model will be revised and reconsidered along with the Non-TEACH scholarship strategy for SFY2016.*

Changes to the Quality First Model: Effective SFY2015 and Beyond

(Note: There are significant policy shifts occurring in preparation for SFY2016: Details and Additional Information to Come During Strategic Planning)

Quality First Child Care Scholarship Eligibility and Rates:

- July 1, 2014 – Programs rated at 2, 3, 4 or 5 stars are eligible to receive scholarships.
- July 1, 2015 – Only 3-5 star level programs will be eligible for scholarships. Also beginning July 1, 2015, the scholarships will be decoupled from Quality First. Regional Councils may consider funding scholarships at a reduced amount versus a set amount defined by Quality First.
- Rates will consist of two age bands: (0-36 months) and (37 – 72 months). There are two statewide rates for scholarships one for infants and toddlers, and one for preschoolers.
- The statewide rates are the same 3, 4, and 5 star levels. All programs at a 3-5 star level will receive the same rates no matter what region they reside in. Rates are paid regardless of what a program charges.

Incentives

- Beginning July 1, 2014 – 1 and 2 star level providers will continue to receive incentive funding based on program size. There will be no changes to incentive fund rates. Beginning July 1, 2014 – 3, 4, and 5 star level providers will receive Quality First Child Care Scholarships as their incentive package in lieu of the Quality Bonus.
- Programs may have leftover scholarship dollars that may be used to support program operations. Providers will be responsible for budgeting leftover scholarship dollars and using them to support program operations. All scholarship payment will come directly from the scholarship grantee.

TEACH

- Quality First providers will be prioritized for receiving TEACH scholarships.
- There is no longer a cap on the amount of scholarships per provider/site/program and scholarships are based on availability.



Pima North Strategies & Contracts Summary

EXPANSION: INCREASE SLOTS AND/OR CAPITAL EXPENSE (GOAL AREA: EARLY LEARNING)

Funding Mechanism: North Pima Issued Request For Grant Application (RFGA)

Prioritized Regional Need: Young children in the region require improved safety and optimized learning environments to ensure their success.

Strategy Description: Recruits new or existing early childhood educators to begin to serve or expand early education opportunities and may assist with planning, licensing or certification process for new centers or homes, or provide support to a provider to improve the quality of facility or programs.

Grantee/Partners:

- Child and Family Resources (Project M.O.R.E.)

Targeted Service Numbers: 7 Homes, 35 Increased Slots for Children

SFY2014 Contract Amount: \$75,000

SFY2015 Pima North Contract Amount and Target Service Numbers

\$75,000 to support 7 Child Care Homes and 35 increased slots for children

Project M.O.R.E.

This strategy works to expand the number of regulated child care homes in North Pima for children birth through five. Due to funding limitations, the regional council could not support Quality First on the scale they desired while still maintaining other vital services in the region. They also recognize the small number of children in both Quality First environments, as well as in regulated care. Considering these factors, the regional council chose to continue this expansion strategy that will improve quality in child care settings throughout the region in several ways. The strategy will seek home care providers to participate in a quality improvement program intended to aid homes in becoming licensed or certified by the appropriate regulatory body. A person knowledgeable in regulatory requirements with a focus on growing high quality child care programs will assist in this process, offering ongoing support. The strategy will also offer financial incentives designed to aid providers in purchasing items that will improve the safety or learning environment in which they are teaching children.



Pima North Strategies & Contracts Summary

EXPANSION: INCREASE SLOTS AND/OR CAPITAL EXPENSE (aka Infant and Toddler Care Expansion) (GOAL AREA: EARLY LEARNING)

Funding Mechanism: Central Pima Issued Request For Grant Application (RFGA)

Prioritized Regional Need: Young children have access to high quality early care and education programs and settings that provide an individualized continuum of support.

Strategy Description: Increase the number of high quality infant, one year old and infant/toddler placements available in licensed early care and education programs by providing funding for strategic planning, renovation and expansion of early care settings.

Grantee/Partners:

Lead Grantee: United Way of Tucson & Southern Arizona

Former Subgrantee Partners (SFY2010-SFY2012):

- City of Tucson, Housing and Community Services Department
- Microbusiness Advancement of Tucson

Targeted Service Numbers: 10 Child Care Programs participating since SFY2010.

SFY2014 Contract Amount: \$231,000

SFY2015 Pima North Contract Amount and Target Service Numbers

\$115,000 to continue supporting the 10 child care programs participating since SFY2010.

The Infant and Toddler Care Expansion Program

In SFY2010-SFY2012, the United Way of Tucson and Southern Arizona in partnership with the City of Tucson and the Microbusiness Advancement Center implemented a regionally innovative program intended to increase the number of quality spaces for infants and toddlers aged birth to three years old, in early care and education programs within the region.

In total, 10 licensed early care and education programs participated in the program. Programs worked collaboratively with the three partners to identify a comprehensive and sustainable expansion project specific to increasing accessibility to infant and toddler care. Through a comprehensive pre-planning process, programs learned the importance of developing a business plan, sustaining the expansion project, conducting a feasibility study, etc. The secondary process included a planning phase in which programs exploring and proposing how they will secure a 50% match (in addition to demonstrating sustainability) for their expansion plan that includes construction or renovation. A Partners Review Committee reviewed the pre-construction plans to ensure the project is realistic, sustainable and feasible. Lastly, it is the construction phase in which the expansion occurs. Upon successful completion, the participating program is eligible for a stipend (also known as a quality bump) in which some of the high costs associated with providing infant and toddler care is offset.

Beginning in SFY2013, the 10 participating programs were granted an Infant Toddler Sustainability Stipend in which programs were able to receive a stipend for each filled placement. Professional development around business planning, marketing of program and maintaining quality environments was offered to participating programs. The Central Pima Regional Council crafted the Infant and Toddler Expansion strategy utilizing a step down model of the Sustainability Supplement. In SFY2013, the Sustainability Supplement was \$10.00 per expanded slot per day. In SFY2014, the Sustainability Supplement stepped down from \$10.00 per day to \$5.50 per slot per day. This step-down in staff parallels the gradual reduction in slot supplements and allows for the gentle decrease in support to participating programs over time. In SFY2015, it is anticipated the grant will reduce by an additional 50% and will serve as the final year of support.



Pima North Strategies & Contracts Summary

FAMILY, FRIEND AND NEIGHBORS (GOAL AREA: EARLY LEARNING)

Funding Mechanism: Request For Grant Application (RFGA) Issued Jointly with South Pima

Prioritized Regional Need: Young children have access to high quality early care and education programs and settings that provide an individualized continuum of support.

Strategy Description: Supports provided to family, friend and neighbor caregivers, includes professional development, network and financial resources. Improves the quality of care and education that children receive in unregulated child care homes.

Grantee/Partners:

Lead Grantee: Association for Supportive Child Care (ASCC)

Subgrantee Partner: United Way of Tucson & Southern Arizona

Targeted Service Numbers: 60 Family, Friend and Neighbor Caregivers in 85705, 85711 and 85713. Approximately 20 Family, Friend and Neighbor Caregivers are targeted in each prioritized zip code.

SFY2014 Contract Amount: \$150,000

SFY2015 Pima North Contract Amount and Target Service Numbers

\$150,000 to support 60 Family, Friend and Neighbor Caregivers in the 85705, 85711 and 85713 zip codes.

Arizona Kith and Kin Project

The Arizona Kith and Kin project of the Association for Supportive Child Care (ASCC) in partnership with the United Way of Tucson and Southern Arizona (UWTSA) provides support to Family, Friend and Neighbor (FFN) caregivers through weekly professional development and support meetings. This partnership highlights the strengths and experience of ASCC's Arizona Kith and Kin Project has in engaging and delivering services and supports to FFN providers while working with UWTSA, which has the knowledge and expertise in working with the targeted communities identified in the RFGA.

FFN caregivers within the Central Pima zip codes 85705, 85711, 85713 and South Pima zip code 85756 (specifically the Summit View community) are targeted. Approximately 20 participants per group meet weekly for 14 weeks of a series of two hour professional development sessions on various topics that includes: child development, health and safety, positive guidance, nutrition, early brain development, language and literacy, car seat safety and other key topics that promotes developmentally appropriate and safe care of young children.



Pima North Strategies & Contracts Summary

<p>COMMUNITY-BASED PROFESSIONAL DEVELOPMENT FOR EARLY CARE AND EDUCATION PROFESSIONALS (aka Communities of Practice Professional Development) (GOAL AREA: EARLY LEARNING/PROFESSIONAL DEV.) Funding Mechanism: Request For Grant Application (RFGA) Issued Jointly by Central, North and South Pima and Tohono O’odham Nation and Pascua Yaqui Tribe</p>	
<p>Prioritized Regional Need: Increase the number of highly qualified professionals to serve young children, including increasing access to higher educational opportunities.</p>	
<p>Strategy Description: Provides quality and comprehensive education and professional development in community settings to early care and education professionals. Implements innovative strategies to support professional development opportunities that bring subject matter experts (i.e. visiting faculty, published authors, researchers, etc.) that are tied to college credit to individualized learning communities of peers also known as Communities of Practice. In addition, this strategy works to improve the professional development system, including addressing access issues, articulation and building the awareness of the importance of creating and supporting an educated workforce.</p>	
<p>Grantee/Partners: Professional Development Alliance <u>Lead Grantee:</u> United Way of Tucson & Southern Arizona <u>Subgrantee Partners:</u></p> <ul style="list-style-type: none"> • University of Arizona College of Education • Pima Community College, Center for Early Childhood Studies • Southern Arizona Association for the Education of Young Children • Early Childhood Development Group • Child & Family Resources, Inc. • Easter Seals Blake Foundation • Tucson Unified School District • Tohono O’odham Community College 	
SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
1440	130
SFY2014 Central Pima Contract Amount	SFY2014 North Pima Contract Amount
\$750,000	\$150,000
SFY2015 Pima North Contract Amount and Target Service Numbers	
<p>\$780,000 targeting 2,113 early childhood professionals and students through 10 Communities of Practice.</p>	

Professional Development Alliance

The Professional Development Alliance: A partnership of organizations in Pima County dedicated to developing a developmentally appropriate continuum and building a system of accessible, quality professional development. The Alliance offers early childhood professionals who work with young children ages birth to five access to high quality, ongoing and developmentally appropriate instruction. All early childhood professional development opportunities are aligned with helping prepare early childhood professionals either to enter or advance in the field, educated with the essential, research-based teaching competencies that are required to implement high quality teacher-child interactions and developmentally appropriate practice.

Lead Agency: United Way of Tucson & Southern Arizona: Provides overall leadership and coordination of the Developmentally Appropriate Continuum and implements a Community of Practice Systems Building cohort, *Building a Developmentally Appropriate Professional Development System*. This Community of Practice encourages participation of early childhood professionals, stakeholders and leaders in further understanding the importance of a strong and accessible Pima County professional development system that promotes and aligns with developmentally appropriate practice. The Office of the Pima County Superintendent of Schools also works closely with Communities of Practice Coordinators,



Pima North Strategies & Contracts Summary

participants and community stakeholders. System thinking experts offer professional development on a variety of topics that relate to system thinking and professional development system building.

The United Way of Tucson and Southern Arizona also leads a Community of Practice, *iMuévete, Muévete!* This Community of Practice focuses on developmentally appropriate physical activities and quality nutrition throughout multiple regions in Pima County and is geared for family child care providers.

In total, there are 10 Communities of Practice that support early childhood professionals in Pima County. Two Communities of Practice (*Building a Developmentally Appropriate Professional Development System* and *iMuévete, Muévete!*) are led by the United Way of Tucson and Southern Arizona and work in partnership with the following eight community partners.

Subgrantee Partner: Child & Family Resources: Leading a Community of Practice, *Project BEST* focused on working with professionals who care for children birth to toddler aged. The focus is to improve and expand the quality of infant and toddler best practices, aligned with Developmentally Appropriate Practice.

Subgrantee Partner: Early Childhood Development Group: The *Linking Leaders* Community of Practice connects center owners, directors and teachers who serve the most vulnerable young children with resources, support and information that raises the quality of care environments.

Subgrantee Partner: Easter Seals Blake Foundation: The *Inspire Inclusion* Community of Practice focuses on increasing the capacity of the early childhood system to meet the needs of children with special rights and creating developmentally appropriate inclusive early childhood education settings.

Subgrantee Partner: Tohono O’odham Community College: The *Improving Transition Strategies for Tribal Kindergarten Children* is working to create smooth transitions for tribal preschool children entering Kindergarten and the K-12 system.

Subgrantee Partner: Pima Community College: The *ENLACE* Community of Practice facilitates completion of Early Childhood Associate’s degrees and Pima Community College and smooth transitions to Early Childhood Bachelor’s degree programs with a focus on faculty supports at Pima Community College and the University of Arizona College of Education.

Subgrantee Partner: Southern Arizona Association for the Education of Young Children: The *Las Familias* Community of Practice implements Developmentally Appropriate Practice in classrooms by deepening the understanding of early childhood teachers of Developmentally Appropriate Practice.

Subgrantee Partner: University of Arizona College of Education: The *U of A College of Education* Community of Practice is increasing the number of students completing the Early Childhood Education Bachelor’s Degree program and/or the Early Childhood Master’s Degree program, with the intent to reduce barriers and supporting alternatives that will best support degree attainment.

Subgrantee Partner: Tucson Unified School District: The *Tucson Unified School District* Community of Practice is improving the understanding and competence in providing sustained and intensive instructional support to all preschool children and targets the participation of public preschool teachers.



Pima North Strategies & Contracts Summary

FTF PROFESSIONAL REWARD\$ (GOAL AREA: EARLY LEARNING/PROFESSIONAL DEV.)

Funding Mechanism: Statewide Strategy; Amendment to Statewide Contract

Prioritized Regional Need:

Increase the number of highly qualified professionals to serve young children, including increasing access to higher educational opportunities.

Strategy Description: **statewide initiative**

Implementation of a wage compensation and retention program for early care and education professionals. Improves retention of early care and education teachers through financial incentives.

Grantee/Partners:

Lead Grantee: Valley of the Sun United Way

Subgrantee Partner assisting with the implementation of REWARD\$ in the Central and North Pima regions: United Way of Tucson & Southern Arizona

SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
225 Early Childhood Professionals	36 Early Childhood Professionals
SFY2014 Central Pima Contract Amount	SFY2014 North Pima Contract Amount
\$303,750	\$54,000
SFY2015 Pima North Contract Amount and Target Service Numbers	
\$359,750 will target 265 early childhood professionals receiving an incentive	

FTF Professional REWARD\$

First Things First Professional REWARD\$ is administered by Valley of the Sun United Way in partnership locally with the United Way of Tucson & Southern Arizona. The REWARD\$ program offers a financial incentive to early childhood professionals working with young children birth through age 5. The program acknowledges and rewards progressive education, educational attainment and commitment to continuous employment at a certified/licensed child care center, group home or family child care home. Approved child care professionals will receive a financial incentive ranging from \$300 to \$2,000 based on their education.

Eligible child care centers and family child care homes must:

- Be regulated by a Federal, State or Tribal authority
- Provide services to children, ages birth through 5 years
- Be in good standing with regulatory agencies
- Demonstrate a commitment to quality by meeting one of the following criteria:
 - 1) Be an enrolled Quality First participant program, or
 - 2) Submitted an application to be rated on the Quality First Rating Scale, or
 - 3) Be accredited by a national organization which is recognized by the Department of Education or Department of Economic Security, or
 - 4) Waiting selection to participate in Quality First



Pima North Strategies & Contracts Summary

**PROFESSIONAL CAREER PATHWAYS PROJECT (PCPP) (GOAL AREA: EARLY LEARNING/PROFESSIONAL DEV.)
CENTRAL PIMA SPECIFIC**
Funding Mechanism: Government Agreement

Prioritized Regional Need: **multi-regional strategy**

Increase the number of highly qualified professionals to serve young children, including increasing access to higher educational opportunities.

Strategy Description: Professional Career Pathways Project (PCPP) scholarships are available to those who are unable to participate in the Teacher Education and Compensation Helps (TEACH) scholarships.

Grantee/Partners:
Lead Grantee: Central Arizona College
Local Partners:
• Pima Community College

Targeted Service Numbers: Up to 75 early childhood professionals with the understanding the number of professionals served depends on the number of college credits professionals access.

SFY2014 Contract Amount: \$45,000

SFY2015 Pima North Contract Amount and Target Service Numbers
\$45,000 to support up to 75 (with an actual target of 34) early childhood professionals.

Professional Career Pathways Project

Professional Career Pathways Project (PCPP) is offered at community colleges throughout Arizona for Early Childhood Education coursework and is offered to early childhood professionals who work in center-based programs, family child care providers and family group homes.

The courses help early childhood professionals achieve specific career goals and obtain the Child Development Associate (CDA) credential, Certificate of Completion and Associate of Applied Science degree in Early Childhood Education, or related other employment goals.

This strategy also links with the Community-based Professional Development strategy (aka Communities of Practice) as several participants within the strategy also access PCPP to attain college credit. The PCPP scholarship is often a stepping stone for first time students, returning students after a significant gap in time and those new to the early childhood field.



Pima North Strategies & Contracts Summary

HOME VISITATION (GOAL AREA: FAMILY SUPPORT)

Funding Mechanism: Request For Grant Application (RFGA) Issued Jointly by Central, North and South Pima; Nurse Home Visitation RFGA- Central Pima Issued Jointly with the Arizona Department of Health Services.

Prioritized Regional Need: Families have increased access to a continuum of coordinated, comprehensive family education and support services.

Strategy Description: Provides voluntary in-home services for young children and their families, focusing on parenting skills, early physical and social development, literacy, health and nutrition. Home visitation helps connect families to resources to best support their child's health and early learning.

Note: Three Separate Grantees (each with Subgrantees) implement the Home Visitation Strategy throughout Pima County. Partners work together to ensure seamless service delivery and support through the Southern Arizona Family Support Alliance (comprised of funded and unfunded FTF partners) and coordinated by United Way of Tucson and Southern Arizona.

<p>Grantee/Partners: Family Support Alliance <u>Lead Grantee:</u> United Way of Tucson & Southern Arizona <u>Subgrantee Partners:</u></p> <ul style="list-style-type: none"> • Child & Family Resources • Parent Aid • Marana School District • The Parent Connection • Make Way For Books 	<p>Grantee/Partners: Parents As Teachers Collaborative <u>Lead Grantee:</u> Sunnyside Unified School District <u>Subgrantee Partners:</u></p> <ul style="list-style-type: none"> • Amphitheater Public Schools • Casa de los Niños • Easter Seals Blake Foundation 	<p>Grantee/Partners: Nurse Family Partnership Home Visiting Program. Partnership with AZ Department of Health Services and Maternal Infant Early Childhood Home Visiting (MIECHV) <u>Lead Grantee:</u> Casa de los Niños <u>Subgrantee Partners:</u></p> <ul style="list-style-type: none"> • Easter Seals Blake Foundation
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SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
Family Support Alliance: 151 families Parents As Teachers Collaborative: 189 families Nurse Family Partnership (FTF Funded): 200 families Nurse Family Partnership (MIECHV Funded): 189 families Total: 540 families FTF funded, 189 families MIECHV funded	Family Support Alliance: 83 Parents As Teachers Collaborative: 51 Nurse Family Partnership: N/A (only funded in Central Pima region) Total: 134 families FTF funded

SFY2014 Central Pima Contract Award Amount	SFY2014 North Pima Contract Award Amount
Family Support Alliance: \$521,926 Parents As Teachers Collaborative: \$528,857 Nurse Family Partnership (FTF Funded): \$1,163,503 Nurse Family Partnership (MIECHV Funded): \$1,167,947	Family Support Alliance: \$145,245 Parents As Teachers Collaborative: \$151,102 Nurse Family Partnership: N/A (only funded in the Central Pima region)

SFY2015 Pima North Contract Amount and Target Service Numbers
Family Support Alliance: \$586,706 to support 234 families Parents As Teachers Collaborative: \$596,551 to support 240 families Nurse Family Partnership (FTF Funded): \$1,163,503 to support 208 families Nurse Family Partnership (MIECHV Federally Funded): \$1,167,947 to support 208 families



Pima North Strategies & Contracts Summary

Family Support Alliance- Home Visitation Component

The Family Support Alliance (FSA) of the United Way of Tucson and Southern Arizona is a group of organizations who are working together to provide a continuum of evidence-based home visitation (as well as community-based parent education) services to families in Pima County. Healthy Families, Parent Aid, The Parent Connection's Parents As Teachers and Marana Unified School District Parents As Teachers programs are providing home visitation services to meet the needs of families in Pima County. Additionally, Make Way for Books is providing early literacy support to all FSA programs through early literacy workshops for educators and family support specialists, as well as providing early literacy/baby and toddler bags for families they work with.

The FSA works collaboratively with funded and non-funded partners to address issues in the field of family support. FSA creates systems for referring and triaging families so they receive timely and appropriate services. The FSA offers professional development opportunities for all partners and continues looking closely at gaps in services for families and young children to find solutions and fill gaps.

Parents As Teachers Collaborative

Sunnyside Unified School District, alongside partner organizations Amphitheater Public Schools, Easter Seals Blake Foundation and Casa de los Niños provides the evidence-based, nationally-recognized Parents as Teachers (PAT) program for at-risk populations across all three First Things First Pima regions. This collaborative utilizes the extensive experience and expertise of four well-known Pima County family support organizations to develop a coordinated system of high quality home visitation services throughout these communities to annually serve families with children prenatal to age five.

The PAT collaborative utilizes the extensive experience and expertise of these well-established organizations to develop a coordinated system of high quality home visitation services throughout these communities. Because younger children receive the most benefit from home visitation programs, enrolling families of children in the prenatal, infant and toddler stages and pregnant and parenting teens is prioritized. The PAT Collaborative also works in partnership with other PAT affiliates in the County to ensure the number of families served is coordinated and maximized.

Nurse Family Partnership Collaborative

Casa de los Niños, as the lead grantee in partnership with the Easter Seals Blake Foundation implement the Nurse Family Partnership evidence-based home visitation program. The Nurse Family Partnership has registered nurses providing in-home medical support for low-income, first-time mothers throughout their pregnancy. This prenatal care helps maximize the probability of a healthy delivery. Nurses build strong relationships with the mothers and families they serve over the years of support; they provide care and counsel for both mother and child until the baby is two years old. The nurses help the family/mother identify strength-based goals, perform developmental and health assessments, assist the mother with bonding and attachment, assist with breastfeeding and provide education on parenting skills, child development, health, nutrition, literacy, etc. In addition, the nurse will assist the mom with referrals for additional support services and help identify ways in continuing education and setting goals for the future.

Nurse Family Partnership is a national program with strict guidelines and a proven track record of 30+ years of demonstrated, successful outcomes. Through the funding made available through the Central Pima Regional Council, the Nurse Family Partnership program was implemented in Southern Arizona for the first time in SFY2010. Casa de los Niños and Easter Seals Blake Foundation were the first organizations certified to offer the Nurse Family Partnership program in Pima County. Eligibility of families includes first time mothers who are pregnant within the first 28 weeks of gestation that exhibit risk factors such as elevated risk for abuse and/or neglect (including those who have been previously exposed to family violence); low socio-economic households; teen parents; single parents; social isolation; inadequate housing; and/or linguistic isolation.

In SFY2013, the capacity of the Nurse Family Partnership Program has further grown through a coordinated partnership the Central Pima Regional Partnership Council has formed with the Arizona Department of Health Services. In partnership with Arizona Department of Health Services, the Central Pima Regional Council issued a joint Request For Grant Application to expand NFP services within Central Pima with a targeted area in the former North Pima region (85743) and some targeted communities in South Pima. The AZDHS portion of funding derives from the Maternal Infant Early Childhood Home Visiting (MIECHV) federal grant funds.



Pima North Strategies & Contracts Summary

COMMUNITY-BASED PARENT EDUCATION (GOAL AREA: FAMILY SUPPORT)

Funding Mechanism: Request For Grant Application (RFGA) Issued Jointly by Central Pima and North Pima

Prioritized Regional Need: Families have increased access to a continuum of coordinated, comprehensive family education and support services.

Strategy Description: Strengthens families with young children by providing voluntary classes in community-based settings. Class topics include parenting, early literacy, child development and problem-solving.

Grantee/Partners: Family Support Alliance

Lead Grantee: United Way of Tucson & Southern Arizona

Subgrantee Partners:

- Parent Aid
- University of Arizona Cooperative Extension
- The Parent Connection
- Casa de los Niños
- Easter Seals Blake Foundation

SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
380 adults	183
SFY2014 Central Pima Contract Award Amount	SFY2014 North Pima Contract Award Amount
\$162,800	\$100,000
SFY2015 Pima North Contract Amount and Target Service Numbers	
\$236,752 to support 244 adults/parents completing a series of sessions.	

Family Support Alliance- Community-based Parent Education Component

The Community-Based Parent Education strategy is currently implemented throughout the North and Central Pima Regions by the Family Support Alliance, a subcommittee of First Focus on Kids, which is United Way of Tucson and Southern Arizona’s initiative to ensure children have the tools they need to succeed. The Family Support Alliance’s partners and subgrantees provide a continuum of evidence based parent education programs offered in community settings. Subgrantees funded through this strategy include: Casa de los Niños, providing Nurturing Parenting class series; Easter Seals Blake Foundation, providing The Incredible Years class series; Parent Aid, providing Active Parenting class series; The Parent Connection providing Parents as Teachers curriculum class series, as well as Stay and Plays; Make Way for Books, providing Book MAGIC early literacy parent curriculum; Marana School District Parents as Teachers, offering Parents as Teachers Stay and Plays, as well as the Teenage Parent Program within the school district; and The University of Arizona Cooperative Extension, offering Brain Waves curriculum.

The series of classes are intended to increase parent capacity and confidence in raising healthy children. The array of parent education series focus on topics related to child social and emotional development, health, building developmentally appropriate parenting skills, and educating families on available community resources. Class sessions also include nutrition and physical activity components that promote healthy eating and lifestyle.



Pima North Strategies & Contracts Summary

COMMUNITY-BASED PARENT EDUCATION- TEEN SPECIFIC (GOAL AREA: FAMILY SUPPORT)

Funding Mechanism: Central Pima Issued Request For Grant Application (RFGA)

Prioritized Regional Need: Families have increased access to a continuum of coordinated, comprehensive family education and support services.

Strategy Description: Strengthens families with young children by providing voluntary classes in community-based settings. Class topics include parenting, early literacy, child development and problem-solving (with a specific emphasis on serving teen pregnant and parenting families).

Grantee/Partners: Teen Outreach Pregnancy Services (TOPS)

Targeted Service Numbers: 200 teens

SFY2014 Contract Amount: \$233,200

SFY2015 Pima North Contract Amount and Target Service Numbers

\$195,888 to support 200 pregnant and parenting teens completing a series of sessions.

Teen Outreach Pregnancy Services (TOPS) Program

Teen Outreach Pregnancy Services (TOPS) parenting and pregnancy support program model combines six inter-related research supported strategies to enable pregnant and parenting adolescents ages 12-21 and their families to build on their own strengths and capacities to promote healthy development of their children ages birth to five. The core services that will be addressed include: All domains of child development, Natural Support for families/peer support; Health related; and Child/Family literacy. While providing these core services through the implementation of the six strategies, teen parents will improve health practices during pregnancy; increase physical and emotional well-being as parents prepare to deliver and care for their child; and increase their knowledge concerning the immediate health and safety needs of their unborn baby and during the early development of their child. As a result of these six strategies the teen's baby will have a high probability of being born full term, weigh greater than 5.5 pounds at delivery, appropriately achieve developmental milestones, and receive timely well baby care including scheduled immunizations.



Pima North Strategies & Contracts Summary

FIRST THINGS FIRST
Ready for School. Set for Life.

COMMUNITY-BASED PARENT EDUCATION- EARLY LITERACY SPECIFIC (GOAL AREA: FAMILY SUPPORT)

Funding Mechanism: Central Pima Issued Request For Grant Application (RFGA)

Prioritized Regional Need: Families have increased access to a continuum of coordinated, comprehensive family education and support services.

Strategy Description: Strengthens families with young children by providing voluntary classes in community-based settings. Class topics include parenting, early literacy, child development and problem-solving (with a specific emphasis on providing early literacy).

Grantee/Partners: Make Way For Books

Targeted Service Numbers: 100 adults

SFY2014 Contract Amount: \$98,220

SFY2015 Pima North Contract Amount and Target Service Numbers

\$98,220 to support 100 adults/parents completing a series of sessions in targeted zip codes 85705, 85711 and 85713.

Raising A Reader

The Make Way For Books (MWFB) Raising A Reader (RAR) program is a community-based parent education program that provides early literacy services to families living in apartment communities in underserved areas of the Central Pima region, specifically within the zip codes of 85705, 85711 and 85713. MWFB RAR consists of weekly, two-hour family literacy workshops held over a period of 12 weeks. Each workshop features high-quality, culturally meaningful children’s books to introduce specific early language and literacy topics, activities that involve both parent and child, and ends with a presentation from a community partner on a resource of interest for families with young children. Parents and caregivers learn methods of fostering early language and literacy throughout daily routines, using common household items that are neither expensive nor difficult to find. Following each session, children take home a red bag containing four books and a parent video. At the next session, the bag is exchanged for another bag containing four different books. Over the course of the program, each child is exposed to upwards of 60 books and families establish the habit of sharing books together and reading each day. At the conclusion of the program, each child receives a blue bag for the purpose of transporting books to and from their local neighborhood library. In addition, a librarian housed in the closest library to the neighborhood visits to discuss library resources and distribute library cards. Should a family be unable to access their local library on a regular basis, MWFB established on-site lending libraries in the office or clubhouse of the participating apartment communities.



Pima North Strategies & Contracts Summary

MENTAL HEALTH CONSULTATION (GOAL AREA: HEALTH)

Funding Mechanism: Statewide Strategy; Amendment to Statewide Contract

Prioritized Regional Need:

Increase access to health services; the health needs of young children are identified and met.

Strategy Description: **multi-regional strategy**

Provides mental health consultation to teachers and caregivers, and tuition reimbursement to support professional development to increase capacity of workforce. Helps child care staff and early childhood programs to support the social-emotional development of young children.

Grantee/Partners:

Lead Grantee: Southwest Human Development

- Subgrantee Partner implementing Smart Support in the Central and North Pima regions: Easter Seals Blake Foundation

SFY2014 Central Pima Target Service Numbers	SFY2014 North Pima Target Service Numbers
Centers: 20 Homes: 8	Centers: 5 Homes: 2
SFY2014 Central Pima Contract Amount	SFY2014 North Pima Contract Amount
\$492,000	\$123,000
SFY2015 Pima North Contract Amount and Target Service Numbers	
\$536,280 to support 25 Child Care Centers and 10 Homes	

Smart Support Mental Health Consultation

Smart Support partners early childhood mental health consultants with child care providers to promote the social and emotional development of all children in care, and help providers respond to children with behavioral challenges. Smart Support Mental Health Consultants work with program staff to design an individualized plan to meet the program's needs and the needs of the young children in care. Services may include professional development, consultation, implementation of classroom strategies and resources or referrals for specific children or situations. Smart Support offers long-term and short-term support, depending on the needs of the participating program.

Smart Support recognizes a strong partnership is needed between child care providers and mental health consultants. Smart Support is a proven approach to support the healthy development of children. The program is designed to benefit all the children of the program, not just children who may be exhibiting challenging behaviors.



Pima North Strategies & Contracts Summary

CARE COORDINATION/MEDICAL HOME (GOAL AREA: HEALTH)

Funding Mechanism: Central Pima Issued Request For Grant Application (RFGA)

Prioritized Regional Need: The health needs of young children are identified and met.

Strategy Description: Provides children and their families with effective case management support and linkages to appropriate, coordinated health care, including access to prenatal, well child checks and immunizations. Improves children’s health care and future development by ensuring they have a regular source of care.

Grantee/Partners: International Rescue Committee

Targeted Service Numbers: 75 children

SFY2014 Contract Amount: \$100,000

SFY2015 Pima North Contract Amount and Target Service Numbers

\$100,000 supports 75 young children in targeted zip codes 85705, 85711 and 85713

Well Being Promotion Program

The Well-Being Promotion (WBP) program offered by the International Rescue Committee (IRC) utilizes Well-Being Promoters to connect refugee families with young children and pregnant refugee women with education that focuses on coordination of health services and supports available within the community and educational opportunities tailored to the unique needs of refugee families. Many of the families served are headed by single mothers, who are alone in bearing the responsibility of fulfilling their family’s basic needs. With education, guidance and support from the Well-Being Promoters, refugee women participating in the program are able to gain skills and confidence necessary to navigate the complex web of systems and services in Tucson and be the strongest advocate for their children’s health and well-being. Support through the WBP program includes but is not limited to the following: Prenatal and well-child health curriculums, self-advocacy curriculum that includes navigating through the health care system, school system, Department of Economic Security, etc., care plans tailored to young children and their families that includes a pathway to medical home, children receiving timely well-child checks and immunizations.

The WBP program also works with the University of Arizona Medical Center’s Family Medical Center to offer group-based support supporting perinatal sessions for refugee mothers, using a facilitated model that is an evidence-based redesign of health care support that promotes safety, efficiency, culturally responsive, patient centered care and reduce feelings of isolation. During these monthly gatherings, a perinatal topic is facilitated by doctors, residents and WBP staff. Each session includes access to an individual prenatal or well-baby appointment with a nurse and doctor.



Pima North Strategies & Contracts Summary

RECRUITMENT-STIPENDS/LOAN FORGIVENESS (GOAL AREA: HEALTH)
Funding Mechanism: Government Agreement
Prioritized Regional Need: <i>*multi-regional strategy*</i>
The health needs of young children are identified and met.
Strategy Description: Offers professionals financial incentives to work in underserved communities. Improves the quality and range of therapeutic and intervention services in underserved communities.
Grantee/Partners:
<ul style="list-style-type: none"> Arizona Department of Health Services
Targeted Service Numbers: 2 Speech Language Pathologists
SFY2014 Contract Amount: \$61,500
SFY2015 Pima North Contract Amount and Target Service Numbers
\$30,750 will continue to support loan forgiveness for 2 Speech Language Pathologists.

Loan Forgiveness for Speech Language Pathologists

The First Things First Early Childhood Therapist Incentives Program has two components: Loan Repayment and Stipend.

Note: Central Pima (and now Pima North) only participates in the Loan Repayment portion of the program. The purpose of these programs is to provide incentives for Speech/Language Pathologist, Occupational and Physical Therapist, Child Psychologist, and Mental Health Specialist who provides early childhood development services to children through age 5 in specified regions participating in the program. In the Central Pima region, Speech Language Pathologists were specifically targeted.

Currently, the Regional Councils that are participating in the FTF Incentives Programs are South Phoenix, Graham/Greenlee, Yuma, Central Pima, and Navajo Nation. North Pima previously participated in this strategy.



Pima North Strategies & Contracts Summary

COMMUNITY OUTREACH (GOAL AREA: COMMUNITY AWARENESS/COMMUNICATIONS)
Funding Mechanism: First Things First Directed, in Partnership with South Pima, Tohono O’odham Nation and Pascua Yaqui Tribe.

Prioritized Regional Need: Increase community knowledge and awareness on the significant importance of early childhood health, development and education.

Strategy Description:
 Provides grassroots support and engagement to increase parent and community awareness of the importance of early childhood development and health.

- Grantee/Partners:**
- Cross-Regional Partnership with Pima South, Pascua Yaqui Tribe and Tohono O’odham Regional Councils
 - First Things First oversees administration of this strategy.
 - Funding of one Community Outreach Coordinator overseeing the two Pima regions and one Community Outreach Coordinator overseeing the Tohono O’odham Nation and Pascua Yaqui Tribe is supported by the joint partnership.

SFY2014 Central Pima Contract Amount	SFY2014 North Pima Contract Amount
\$70,000	\$13,000

SFY2015 Pima North Contract Amount and Target Service Numbers
 \$69,540 to support Parent Outreach and Awareness Coordinator staff, including one Coordinator designated to Pima North and Pima South.

COMMUNITY AWARENESS (GOAL AREA: COMMUNITY AWARENESS/COMMUNICATIONS)
Funding Mechanism: First Things First Directed, in partnership with South Pima, Tohono O’odham Nation and Pascua Yaqui Tribe.

Prioritized Regional Need: Increase community knowledge and awareness on the significant importance of early childhood health, development and education.

Strategy Description:
 Uses a variety of community-based activities and materials to increase public awareness of the critical importance of early childhood development and health so that all Arizonans are actively engaged in supporting young kids in their communities.

- Grantee/Partners:**
- First Things First oversees administration of this strategy.
 - As part of the Community Awareness strategy in the Central Pima region, the Regional Council has supported the Children’s Museum Tucson’s *Second Saturday’s* monthly event, in which the museum is open late and families access the museum at a reduced rate.

SFY2014 Central Pima Contract Amount	SFY2014 North Pima Contract Amount
\$10,000	\$2,000

SFY2015 Pima North Contract Amount and Target Service Numbers
 \$12,000 to sponsor Children’s Museum Tucson and provide books and educational reinforcement materials.



Pima North Strategies & Contracts Summary

MEDIA (GOAL AREA: COMMUNITY AWARENESS/COMMUNICATIONS)

Funding Mechanism: First Things First Directed, in Partnership with South Pima and Tohono O’odham Nation

Prioritized Regional Need: Increase community knowledge and awareness on the significant importance of early childhood health, development and education.

Strategy Description:

Increases public awareness of the importance of early childhood development and health via a media campaign with multiple components that draws viewers/listeners to the www.firstthingsfirstaz.gov web site, First Things First Facebook site and Twitter feed.

Grantee/Partners:

- Cross-Regional Partnership with South Pima, North Pima, Pascua Yaqui Tribe and Tohono O’odham Regional Councils
- First Things First oversees administration of this strategy with Moses Anshell contracted to carry out the statewide development of the creative and coordination of the methods and usage of media most appropriate in each participating region.

SFY2014 Contract Amount: \$70,000

SFY2015 Pima North Contract Amount and Target Service Numbers

\$56,280 to continue paid media including cable and broadcast television, internet, social media and theater.



Pima North Strategies & Contracts Summary

COORDINATION: COMMUNITY PARTNERSHIPS- UNFUNDED
Funding Mechanism: North Pima Issued Request For Grant Application (RFGA)
Prioritized Regional Need: Coordination between community partners in the region needs to maintain and grow to ensure seamless provision of service to families.
Strategy Description: Establish partnerships to promote innovation and leverage resources.
Grantee/Partners: <ul style="list-style-type: none"> N/A
Targeted Service Numbers: N/A
Contract Amount: \$0
Contract Start and End Dates: <ul style="list-style-type: none"> N/A
Additional Notes
In Fiscal Year 2012 a Request for Grant Application was released for this strategy. One application was received and reviewed, which was ultimately not awarded. The Regional Council submitted a letter to the State Board in December of Fiscal Year 2013 requesting the Fiscal Year 2013 unawarded funds be moved into unallotted funds to be used for Fiscal Year 2014 planning. Though the Regional Council remains committed to coordination work in the region, after a number of financial changes in Fiscal Years 2013 and 2014, the remaining unallotted amount in Fiscal Year 2014 was insufficient for them to allot funds to this strategy. Members expressed their commitment to the work by electing to maintain this unfunded strategy in their funding plan, revisiting discussion in future funding years.

Coordination: Community Partnerships

<p>The development of community partnerships is a system-level intervention designed to establish or strengthen the working relationship of two or more family service agencies or organizations. The primary goals of community partnerships are to: increase availability of services to families and children, develop a strategic plan to serve the community based on identified needs and gaps, foster leadership capacity among service providers, and share expertise and training resources. Partnership activities include identifying and addressing key community issues for which there is shared concern, strategic planning, sharing program and service information, and designing an operational structure that promotes communication and provides for accountability.</p> <p>North Pima, over the previous three fiscal years, was addressing this need through a community mobilizer who was funded through two regional strategies: Community-based Parent Education and Expansion-Increase Slots/Capital Expense. The intention was to connect families to services and service providers to one another in order to increase the accessibility of services in the community as well as bridge the spectrum of North Pima regionally funded strategies. The community mobilizer also connected non-First Things First funded partners in an effort to grow the early childhood system in the region. The regional council recognized funding a coordination strategy to continue this work would allow for a more direct focus on building and growing a system of supports for families in North Pima. In order to work toward this goal, the regional council intends to increase communication between community organizations in order to decrease duplication of services, spread awareness of available services, and expand learning opportunities for early care and education professionals to increase their capacity to care for young children in high quality environments.</p>
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Pima North Strategies & Contracts Summary

FIRST THINGS FIRST
Ready for School. Set for Life.

CONSULTATION: LANGUAGE AND COMMUNICATION-UNFUNDED
Funding Mechanism: Government to Government Agreement
Prioritized Regional Need: Early childhood professionals require professional development support to identify potential speech and language delays and ensure optimal communication and language development in young children.
Strategy Description: Provides consultations to early care and education teachers to strengthen their delivery of early language and literacy curriculum.
Grantee/Partners: <ul style="list-style-type: none"> Arizona Board of Regents on behalf of the University of Arizona
Targeted Service Numbers: 6 Centers 4 Homes
Contract Amount: \$135,000
Contract Start and End Dates: <ul style="list-style-type: none"> Year One of the Three Year Funding Cycle: July 1, 2012-June 30, 2013 Renewal Eligibility: N/A
Additional Notes
The regional council planned to continue this strategy for the first year of the three year funding cycle with the intention of encouraging the current grantee to identify other community support for this valuable program. They elected in FY14 planning to maintain the strategy in their funding plan, though with no funding allotted, identifying it as a priority in the event the regional council’s funding outlook changes in the future.

Consultation: Language and Communication

Language and communication development are vital in a young child’s life. If delays are identified early, children have better chances of later success, spending less time in special education classes and exhibiting fewer behavioral problems. This strategy provides early childhood educators with the skills they need to allow them to identify speech and language delays in the classroom and equip them with tools to develop language and communication skills in their students.

The emphasis of this strategy is to enhance language functioning and communication skills in young children, rather than an independent focus on literacy development or therapeutic interventions. The intent of this strategy is to provide education, consultation, and mentoring for teachers and families regarding children’s language and communication development. This strategy addresses the issue of increasing professional development among early childhood educators as well as identifying language development problems through ongoing instruction, consultation, and mentoring for teachers in centers and caregivers in regulated homes.

The regional priority to increase professional development opportunities is addressed by this strategy. It also builds the capacity of early childhood educators to identify delays earlier in a child’s life by offering “red flag” professional development to early childhood professionals, helping them recognize the signs of potential delays. This works to reduce the number of students who enter kindergarten with a newly identified delay, and are thus not fully prepared to succeed in school. This strategy helps to create higher quality learning environments, as classrooms that promote language and communication development are giving children the tools they need for later achievement in the areas of literacy and social emotional wellbeing.



Pima North Strategies & Contracts Summary

State Fiscal Year 2015 Funding Plan Budget for the Pima North Region

Allocations and Funding Sources	2015
FY Allocation	\$10,040,690
Population Based Allocation	\$6,975,310
Discretionary Allocation	\$1,855,625
Other (FTF Fund balance addition)	\$1,209,755
Carry Forward From Previous Year	\$2,820,378
Total Regional Council Funds Available	\$12,861,068
Strategies	Proposed Allotment
Quality First Academy	\$112,800
Quality First Child Care Health Consultation Warmline	\$5,311
Quality First Coaching and Incentives	\$1,439,201
Quality First Inclusion Warmline	\$23,730
Quality First Mental Health Consultation Warmline	\$24,408
Quality First Warmline Triage	\$8,588
Child Care Health Consultation	\$279,110
Scholarships TEACH	\$180,391
Quality First Scholarships	\$5,925,160
Kindergarten Transition	\$46,492
Expansion: Increase Slots and/or Capital Expense	\$190,000
Family, Friends and Neighbors	\$150,000
Community-Based Professional Development Early Care and Education Professionals	\$780,000
FTF Professional REWARD\$	\$359,750
Scholarships Non-TEACH	\$45,000
Home Visitation	\$2,160,600
Parent Education Community-Based Training	\$530,856
Mental Health Consultation	\$536,280
Recruitment – Stipends/Loan Forgiveness	\$30,750
Care Coordination/Medical Home	\$100,000
Community Awareness	\$12,000
Community Outreach	\$69,540
Media	\$56,280
Center-Based Literacy	\$28,000
Statewide Evaluation	\$686,279
Consultation: Language and Communication	-
Community Partnerships	-
Total	\$13,780,526
Total Unallotted	(\$919,458)



FIRST THINGS FIRST

Regional Director's Report July 30, 2014

Regional Updates

State Fiscal Year 2014 Central Pima Region and North Pima Region Expenditure Reports (Attachment #4)

- ❖ State Fiscal Year 2014 (SFY2014) officially closed on June 30, 2014.
- ❖ Grantees have 45 days to close out and submit reimbursements from all SFY2014 activities in the Central Pima and North Pima regions.
- ❖ In mid-August, Fiscal Specialists Russell Spencer and Michael Strawther who both oversee the grants and contracts in the Central Pima and North Pima regions (as well as the Pima North region for SFY2015) will initiate the reconciliation process.
- ❖ The reconciliation of funds (or unexpended funds that were previously allotted to contracts) is returned to the Pima North Regional Council and will be used as part of the State Fiscal Year 2016 (SFY2016) regional allocation.
- ❖ As of July 22, grantees in the former **Central Pima Region** have expended their SFY2014 awarded funds at 88%. And, partners in the former **North Pima Region** have expended their SFY2014 awarded funds at 93%.

Regional Council Member Recruitment

- ❖ At this time, the Pima North Regional Council is 10 members strong.
- ❖ One seat remains open until filled, which is the Public School Administrator position.
- ❖ For the purposes of the Public School Administrator requirement, charter schools established pursuant to Title 15 are considered public schools; this also includes tribal community schools and Federal/Bureau of Indian Affairs schools on tribal lands.
- ❖ Erin Lyons, Senior Director of the Southeast Area oversees and coordinates the member recruitment process. Please forward any potential candidates to Director Lyons: elyons@azftf.gov or (520) 628-6666.

Statewide Updates

First Things First State Board Meeting Held July 22 in Phoenix

- ❖ Topics on the agenda included:
 - The fiscal policy direction and regional allocations for SFY2016*
 - Programmatic changes to the Quality First program for SFY2016***Specific details and information on these decision points will be discussed at length during the strategic planning conversations at future meetings.*
- ❖ The next State Board meeting will be held on Tuesday, August 19, following the closing of the First Things First Summit, beginning at 2:00 p.m.

FTF Public Awareness Campaign Launched

- ❖ One of First Things First's chief responsibilities by statute is to increase public awareness on the importance of early childhood development and health.
- ❖ A key strategy for achieving this requirement is the use of paid advertising, which provides short bursts of valuable early childhood messages repeated many times.
- ❖ In addition offering a website where parents, caregivers and others interested in early childhood can go to get much more detailed information about how to support the health and learning of our youngest kids is also provided at www.firstthingsfirstaz.gov.

- ❖ The campaign reflects testimonies of three community spokespeople who greatly understand the importance of early childhood development and health: Nicole Teyechea McNeil, an early educator from Phoenix; Dr. Lyndy Jones, a Tempe pediatrician; and, the Honorable Richard Weiss, a Juvenile Court Presiding Judge in Mohave County. The content of the ads are straight-forward messages about early childhood education, health and development.
- ❖ The new creative launched in July and includes broadcast and cable television, radio, online, cinema, newspaper and magazine. In areas where limited advertising space is available, creative is also featured in grocery stores.
- ❖ In Pima County, the creative launched includes broadcast and cable television, theater advertising in 9 movie theaters and online.

Social Media Update

- ❖ Public engagement through our social media channels continues to grow. First Things First now has more than **50,000 friends on Facebook**, and more than 1,100 followers on Twitter.

First Things First Early Childhood Summit: August 17-19, 2014

- ❖ **Summit Website:** www.summit.azftf.gov
- ❖ **Key Gatherings at the Summit**
 - **Cross-Regional Council Meeting-** Sunday, August 17 from 3:00-4:30 p.m., Room TBD
 - **Pima County Cross-Regional Communications Meeting** (*for Communications Committee Representatives only*)- Sunday, August 17 from 4:30-5:15 p.m., Room TBD
 - **Official Start of Summit-** Monday, August 18 with registration and vendor tables open at 7:00 a.m. and the opening keynote and welcome at 8:30 a.m.
- ❖ **Hotel Confirmation-** You will (and may have already) receive a confirmation booking number from the Sheraton Phoenix Downtown Hotel. Please take note of your confirmation number and bring it with you upon check in. You will need to show identification and provide a credit card for incidentals.
- ❖ **Mileage and Food Reimbursements-** Vanessa will provide you an envelope with some additional details to assist you in keeping track of your mileage and applicable food reimbursements. Members are not responsible for hotel charges but Vanessa will need your \$0 balance receipt. Closer to the Summit, Vanessa will remind you what qualifies as a reimbursement for food and travel.
- ❖ **Online Training Requirements-** For any member who has been unable to complete the mandated online training requirements or complete the mandated paperwork, there will be an opportunity to fulfill these requirements at the Summit. Room 127C will be set up on Monday, August 18 and will be available until 5:00 p.m. First Things First staff will be available for assistance at the Summit. If you have a question about fulfilling your paperwork or training, please consult Vanessa.
 - As a FYI, all members are required to provide or complete the following:
 1. Completion of forms to obtain an Employee Identification Number (EIN)
 - Employee Personal Information Form
 - State and Federal Tax Forms
 - Direct Deposit Form and voided bank check
 - State of Arizona Driver's Authorization Form
 2. Completion of Online Training:
 - Defensive Driving Course
 - Public Service Orientation



FIRST THINGS FIRST

Introductory Guide to Understanding Regional Council Expenditure Reports

General Overview of Expenditure Report

- Every month, Regional Council members will be presented with an expenditure report reflecting every grant and contract funded by the region.
- Following this introduction, the expenditure reports for State Fiscal Year 2014 (SFY2014), which recently ended on June 30th for the Central Pima and North Pima regions are attached.
- Due to the regional boundary consolidation and transition, Pima North members will have the opportunity to review both Central Pima and North Pima regional expenditure reports.
- Grantees have 45 days following June 30th to close out their contracts and submit reimbursements for activities that occurred within SFY2014. Following the 45 day window, First Things First Fiscal Specialists will then initiate the reconciliation process.
- Two reports reflecting each region will be provided to the Pima North Regional Council until the reconciliation process has been successfully completed, which is anticipated to be in the latter half of September 2014.
- The new fiscal year, State Fiscal Year 2015 (SFY2015) began on July 1, 2014. Due to the new fiscal year beginning this month, expenditures for the current fiscal year are minimal; therefore an expenditure report for Pima North has not been provided at this meeting. However, an ongoing expenditure report for the Pima North region will be provided and presented at future meetings.

Reading the Report

- Expenditures are grouped by the respective goal areas, which is the far left column (i.e. Family Support, Health, Professional Development, Early Learning, etc.).
- Within the specific goal areas, the strategies are listed. For example, within the goal area of Family Support, the specific strategies Home Visitation and Community-Based Parent Education are listed.
- Under the strategies, you will see the organizations that are contracted to carry out the programming. For example, the Central Pima Community-Based Parent Education strategy has three contracted grantees carrying out various programming that is classified as parenting education in the community.
- There are a number of columns that demonstrate activities related to expenditures:
 - Total Allotment: This is the total allotment that is designated for a particular strategy as well as the total allotment for the goal area. For example, in the Central Pima Community Awareness goal area, a total of \$147,000 has been allotted, with funds designated to three different strategies, Community Awareness (\$10,000), Outreach (\$70,000) and Media (\$67,000).
 - Awarded: This is the actual contracted amount. This sometimes slightly differs from the Total Allotment column. For example, for Central Pima Home Visitation, you will see a slight

difference between what the Regional Council totally allotted (\$2,215,000) versus what was actually awarded to contracts (\$2,213,513).

- Year To Date (YTD) Expense: The amount expended in the contract as of the download of the report.
- Percent (%) of Award Expended: The amount expended showing in percentage.
- Reimbursement Activity: The expenditure and reimbursement process is living and ongoing. This column reflects reimbursement activities that are pending at the time the report was downloaded and the reimbursement requests that have been recently paid.

Understanding Nuances in the Report

- Because the expenditure report is a living document, at times some minor nuances may need to be further clarified and explained to members. The Regional Director will present these nuances as well as any concerning expenditure activity that require further discussion or investigation with Regional Council and/or with the First Things First Fiscal Specialists.
- One example of a nuance reflected on both expenditure reports is on the second page of the reports, the To Be Determined section. At times, this will appear on the report. The expenditure reflected in this section on each report has not been officially coded to a particular contract at the time of the reports downloaded. Until the particular expenditure is coded with a contract, the amount falls in the To Be Determined section.
- Another example is on the North Pima expenditure report. There have been 0% expenditures the Recruitment-Stipends strategy implemented through the Arizona Department of Health Services. The Regional Council discontinued this multiple-year strategy; however members were advised to allot funds to this strategy in SFY2014 to support any wrap up activities of this grant. Those funds were but ended up not required. Therefore, the \$9,660 allotted to the contract will be reconciled and returned to the Regional Council.
- There are a few statewide strategy contracts that are defined as “deliverable based” including the Quality First Scholarships and Statewide Evaluation. This means 100% of the funds are given to the grantee upfront and any unexpended funds are then returned back to the Regional Council. For example, the Quality First Scholarships are denoted as 100% expended on both reports; however through the reconciliation process some funds may be reconciled and returned to the Regional Council. Actual expenditure rates of these strategies will be reflected once the reconciliation process is completed.

Key Takeaways

- As of July 21, the Central Pima and North Pima expenditure reports reflect overall expenditure rates of 88% and 93%, respectively as of July 21. This reflects expenditures are on target and it is anticipated many contracts will expend near or at 100% percent.
- At this time, grantees appear to be on track with expending funds and there are no outstanding concerns identified by Regional or Fiscal First Things First staff.

Central Pima Expenditure Report

State Fiscal Year 2014: July 1, 2013 - June 30, 2014*

	Grantee Name	Total Allotment	Awarded	YTD Expense	% of Award Expended	Reimbursement Activity	
						Pending	Paid (Last 30 Days)
Community Awareness	Community Awareness	\$10,000	\$10,000	\$7,981	79.8%		
	Community Outreach	\$70,000	\$70,000	\$60,185	86.0%		
	Media	\$67,000	\$67,000	\$66,093	98.6%		
	Goal Area Subtotal:	\$147,000	\$147,000	\$134,259	91.3%		
Evaluation	Needs and Assets Aditonal Work	\$20,000	\$20,000	\$20,000	100.0%		
	Regional Evaluation: Professional Dev.	\$62,500	\$62,500	\$62,487	100.0%		
	Regional Evaluation: Family Support	\$45,000	\$45,000	\$45,000	100.0%		
	Statewide Evaluation	\$565,467	\$565,467	\$565,467	100.0%		
Goal Area Subtotal:	\$692,967	\$692,967	\$692,954	100.0%			
Family Support	Home Visitation	\$2,215,000	\$2,213,513	\$1,787,534	80.8%		\$127,933
	AZ Department of Economic Security		\$12,601	\$9,592	76.1%		
	Casa de los Ninos, Inc.		\$1,163,503	\$947,121	81.4%		\$84,598
	Sunnyside School District		\$528,857	\$422,114	79.8%		
	United Way of Tucson and Southern AZ		\$508,552	\$410,622	80.7%		\$43,336
	Community-Based Parent Education	\$494,220	\$494,216	\$425,885	86.2%		\$42,772
	Make Way for Books		\$98,216	\$86,204	87.8%		\$16,283
	Teen Outreach Pregnancy Services		\$233,200	\$216,000	92.6%		\$17,932
	United Way of Tucson and Southern AZ		\$162,800	\$123,681	76.0%		\$8,557
	Goal Area Subtotal:	\$2,709,220	\$2,707,730	\$2,213,419	81.7%		\$170,705
Health	Care Coordination/Medical Home	\$100,000	\$100,000	\$78,860	78.9%		\$9,652
	International Rescue Committee		\$100,000	\$78,860	78.9%		\$9,652
	Child Care Health Consultation (CCHC)	\$195,176	\$195,176	\$167,295	85.7%		\$17,703
	First Things First (Administrative Home)		\$11,984	\$11,984	100.0%		
	Maricopa County Dept. of Public Health		\$4,109	\$821	20.0%		\$65
	Pima County Health Dept.		\$171,611	\$147,568	86.0%		\$16,714
			\$7,472	\$6,921	92.6%		\$924
	Mental Health Consultation (MHC)	\$492,000	\$492,000	\$423,490	86.1%		\$34,984
	Southwest Human Development		\$492,000	\$423,490	86.1%		\$34,984
SLP Recruitment-Loan Forgiveness	\$61,500	\$30,750	\$30,750	100.0%			

AZ Dept. of Health Services			\$30,750	\$30,750	100.0%		
Goal Area Subtotal:		\$848,676	\$817,926	\$700,395	85.6%	\$62,338	
	Grantee Name	Total Allotment	Awarded	YTD Expense	% of Award Expended	Reimbursement Activity	
						Pending	Paid (Last 30 Days)
Professional Development	Professional Development ECE Professionals	\$750,000	\$750,000	\$577,382	77.0%		\$71,142
	United Way of Tucson and Southern AZ		\$750,000	\$577,382	77.0%		\$71,142
	FTF Professional REWARD\$	\$303,750	\$303,750	\$303,750	100.0%		
	Valley of the Sun United Way		\$303,750	\$303,750	100.0%		
	Scholarships non-TEACH (PCPP)	\$45,000	\$45,000	\$42,640	94.8%		
	Central Arizona College		\$45,000	\$42,640	94.8%		
	Scholarships TEACH	\$212,500	\$212,500	\$70,749	33.3%		\$3,235
	Association for Supportive Child Care		\$212,500	\$70,749	33.3%		\$3,235
Goal Area Subtotal:		\$1,311,250	\$1,311,250	\$994,521	75.8%		\$74,377
Early Learning (Quality, Access and Affordability)	Expansion: Increase Slots and/or Capital Exp.	\$231,000	\$231,000	\$189,117	81.9%		\$11,310
	United Way of Tucson and Southern AZ		\$231,000	\$189,117	81.9%		\$11,310
	Family, Friends & Neighbors	\$150,000	\$150,000	\$91,987	61.3%		\$13,550
	Association for Supportive Child Care		\$150,000	\$91,987	61.3%		\$13,550
	Quality First Academy	\$71,111	\$59,077	\$39,101	66.2%		\$2,881
	Southwest Human Development		\$59,077	\$39,101	66.2%		\$2,881
	Quality First CCHC Warmline	\$3,736	\$3,736	\$2,370	63.4%		\$571
	University of AZ Cooperative Extension		\$3,736	\$2,370	63.4%		\$571
	Quality First Coaching & Incentives	\$1,062,844	\$1,062,844	\$874,372	82.3%		\$76,753
	Valley of the Sun United Way		\$1,062,844	\$874,372	82.3%		\$76,753
	Quality First Inclusion Warmline	\$15,814	\$15,814	\$10,153	64.2%		\$878
	Southwest Human Development		\$15,814	\$10,153	64.2%		\$878
	Quality First MHC Consultation Warmline	\$16,266	\$16,266	\$14,313	88.0%		\$1,150
	Southwest Human Development		\$16,266	\$14,313	88.0%		\$1,150
	Pre-K Mentoring	\$46,492	\$46,492	\$46,492	100.0%		
	AZ Department of Education		\$46,492	\$46,492	100.0%		
	Pre-K Scholarships	\$723,886	\$723,886	\$723,886	100.0%		
	Valley of the Sun United Way		\$723,886	\$723,886	100.0%		
	Quality First Scholarships	\$2,637,514	\$2,637,514	\$2,637,514	100.0%	-	
	Valley of the Sun United Way		\$2,637,514	\$2,637,514	100.0%	-	
Quality First Warmline Triage	\$6,326	\$6,326	\$5,827	92.1%		\$544	
Southwest Human Development		\$6,326	\$5,827	92.1%		\$544	
Goal Area Subtotal:		\$4,964,988	\$4,952,954	\$4,635,131	93.6%	-	\$107,637

To Be Determined	To Be Determined	\$0	-	\$1,208	0.0%			
	Overall Total:		\$10,674,101	\$10,629,827	\$9,371,888	88.2%	-	\$415,058

**Grantees have 45 days following the end of the State Fiscal Year (June 30) to submit reimbursements and to officially close out contracts.*

North Pima Expenditure Report

State Fiscal Year 2014: July 1, 2013 - June 30, 2014*

	Grantee Name	Total Allotment	Awarded	YTD Expense	% of Award Expended	Reimbursement Activity	
						Pending	Paid (Last 30 Days)
Community Awareness	Community Awareness	\$2,000	\$2,000	\$1,788	89.4%		
	Community Outreach	\$13,000	\$13,000	\$12,181	93.7%		
	Goal Area Subtotal:	\$15,000	\$15,000	\$13,969	93.1%		
Evaluation	Regional Evaluation: Family Support	\$30,000	\$30,000	\$30,000	100.0%		
	Statewide Evaluation	\$150,826	\$150,826	\$150,826	100.0%		
	Goal Area Subtotal:	\$180,826	\$180,826	\$180,826	100.0%		
Family Support	Home Visitation	\$300,000	\$299,946	\$240,575	80.2%		\$12,377
	AZ Department of Economic Security		\$3,599	\$2,742	76.2%		
	Sunnyside School District		\$151,102	\$120,558	79.8%		
	United Way of Tucson and Southern AZ		\$145,245	\$117,276	80.7%		\$12,377
	Community-Based Parent Education						
	United Way of Tucson and Southern AZ	\$100,000	\$100,000	\$75,965	76.0%		\$5,256
Goal Area Subtotal:	\$400,000	\$399,946	\$316,541	79.1%		\$17,633	
Health	Child Care Health Consultation (CCHC)	\$79,043	\$79,043	\$67,734	85.7%		\$7,167
	First Things First (Administrative Home)		\$4,853	\$4,853	100.0%		
	Maricopa County Dept. of Public Health		\$1,664	\$333	20.0%		\$26
	Pima County Health Dept.		\$69,500	\$59,740	86.0%		\$6,766
			\$3,026	\$2,807	92.8%		\$375
	Mental Health Consultation (MHC)						
	Southwest Human Development	\$123,000	\$123,000	\$109,090	88.7%		\$9,291
	Recruitment – Stipends	\$9,660			0.0%		
AZ Dept. of Health Services				0.0%			
Goal Area Subtotal:	\$211,703	\$202,043	\$176,822	87.5%		\$16,459	

	Grantee Name	Total Allotment	Awarded	YTD Expense	% of Award Expended	Reimbursement Activity	
						Pending	Paid (Last 30 Days)
Professional Development	Professional Development ECE Professionals						
	United Way of Tucson and Southern AZ	\$150,000	\$150,000	\$115,497	77.0%		\$14,233
	FTF Professional REWARD\$ Strategy						
	Valley of the Sun United Way	\$56,000	\$54,000	\$54,000	100.0%		
	Goal Area Subtotal:	\$206,000	\$204,000	\$169,497	83.1%		\$14,233
Early Learning (Quality, Access and Affordability)	Expansion: Increase Slots and/or Capital Exp.						
	Child and Family Resources Inc.	\$75,000	\$75,000	\$69,032	92.0%		\$8,559
	Quality First Academy						
	Southwest Human Development	\$30,075	\$24,986	\$16,535	66.2%		\$1,218
	Quality First CCHC Warmline						
	University of AZ Cooperative Extension	\$1,513	\$1,513	\$961	63.5%		\$231
	Quality First Coaching & Incentives						
	Valley of the Sun United Way	\$449,511	\$449,511	\$392,966	87.4%		\$55,512
	Quality First Inclusion Warmline						
	Southwest Human Development	\$6,688	\$6,688	\$4,294	64.2%		\$371
	Quality First MHC Warmline						
	Southwest Human Development	\$6,879	\$6,879	\$6,053	88.0%		\$486
	Quality First Scholarships						
	Valley of the Sun United Way	\$1,391,670	\$1,391,670	\$1,391,670	100.0%		-
Quality First Warmline Triage							
Southwest Human Development	\$2,675	\$2,675	\$2,464	92.1%		\$230	
	Goal Area Subtotal:	\$1,964,012	\$1,958,922	\$1,883,975	96.2%	-	\$66,609
To Be Determined	To Be Determined	\$0	-	\$387	0.0%		
	Overall Total:	\$2,977,541	\$2,960,737	\$2,742,016	92.6%	-	\$114,933

**Grantees have 15 days following the end of the State Fiscal Year (June 30) to submit reimbursements and to officially close out contracts*

Grantees have 45 days following the end of the state fiscal year (June 30) to submit reimbursements and to officially close out contracts.

COMMUNITY OUTREACH REPORT

July 2014 Pima Regions

Attachment # 5



FIRST THINGS FIRST

Ready for School. Set for Life.

June Outreach Activities

PLEASE NOTE:

This month I included a few 'outreach impact stories' in my report to connect the dots between the activity of outreach (the benchmarks), and the impact of those activities on raising the awareness of, and public support for, the importance of early childhood.

ECE Training/ 1:1 with Michelle Shroeder, AMPHI Preschools (Speech)

June 4: 85704 Met with Michelle (an AMPHI speech pathologist working in the preschools) to share resources and provide early education (ECE) training. She has since attended two community champion meetings, and AMPHI ECE professionals attended the 6/28 CFR professional development conference where they also registered voters.

Michelle is part time for the first year ever, she told me "everything happens for a reason, my being part time this year will leave me time to be a full time advocate for the preschoolers in my district and this (ECE/FTF) work"

Event/ Site Tour: AMPHI and Casa de los Niños Parents as Teachers (PAT) Graduation Ceremony

June 5: Tucson Children's Museum AMPHI and Casa de Los Ninos Parents as Teachers graduation ceremony for children turning 5 and starting kindergarten in the fall. There were 38 graduates and about 80 family members and friends in the audience. All were invited to enjoy dinner and free admission at the Children's Museum for the rest of the evening. This was the first, but not the last, time that many of these families had been to the Tucson Children's Museum.

FTF books were given as Educational Reinforcement Items (ERI's) to each of the graduates. PAT representatives and Champions Dina Gutierrez and Irma Marquez spoke to the families about the importance of FTF and ECE.

Dina and Irma also shared with me how beneficial it was that their organizations worked as one team to plan the graduation party.

1:1 with Dr. Anne Dudley, TUSD Teenage Parent Program (TAP)

June 9: 85719

Networking Meeting: Parents as Teachers Advisory Council

June 10: 85705

Networking Meeting: Training provided by DES and Strong Families AZ about Home Visitation and AzIEP, MIECHV and AzDHS.

June 11: 85709

United Way First Focus on Kids (FFK) and Early Childhood Awareness Subcommittee (ECAS) Champion Networking Meetings

June 11: 85709

Networking Meeting with Jeni Fletcher, Southwest Human Development

June 12: 85012

Networking Meeting with Literacy Connects Advocacy Committee

June 16: 85016

Pima North new RPC member orientation

June 17: 85709

What can you do?

Come on a field trip and see the ECE team in Pima in action:

*Field Trip Opportunity
September 22nd 12-1:30*

Please join me at Ocotillo Early Learning Center at 5702 S. Campbell Avenue Tucson, AZ 85706 to see

Sunnyside Parents as Teachers in action! We will see a Library Story Hour then learn about the Parents as Teachers programs. If you are interested in joining me please contact me at ldemars@azftf.gov or 602-320-4011 to RSVP by September 17th.



Isaac and Norma stand with their proud families at the PAT Graduation at the Tucson Children's Museum



Lisette DeMars

Community Outreach Coordinator/ Pima Regions

ldemars@azftf.gov mobile 602.320.4011

COMMUNITY OUTREACH REPORT

July 2014 Pima Regions



FIRST THINGS FIRST

Ready for School. Set for Life.

June Outreach Activities

1:1 with Dr. Dorothy Johnson, Pima North RPC member

June 17: 85709

1:1 with Lacey Miller, Child and Family Resources

June 18: 85716 I met Lacey at the Home Visitation training on 6/11. She was a presenter at the 6/28 CFR conference on how to have conversations about developmental delays with parents as a childcare provider. I provided her with ERI's that help track developmental markers and with a list of FTF partners that help support children with delays. She will share the ERI's and resources with caregivers in her session and invite them to visit the FTF table for information about FTF and to sign up for our Early Childhood Everyday training in September. They will be able to get ERI's at that training.

Networking visit to Sasabe, AZ

June 19: 85633

Networking Meeting with Autumn Rentmeester, Tucson Children's Museum

June 20: 85701

Event: United Healthcare Back to School Health and Safety Fair

June 21: 85706 Represented by Margaret (ESBF PAT), Dan (UofA), Joan (Sunnyside PAT)

1:1 with Jennifer Atteberry-Pierpont, Early Childhood Education Teacher and Center Director at Canyon Del Oro High School/ Preschool

June 24: 85704

Networking Meeting with champions Monica Brinkerhoff and Carla Romero

June 24: 85709

Early Childhood Everyday Presentation to Maricopa Health Plan (MHP) and University of Arizona Health Plans Pima staff

June 27: 85756

Event: 26th Early Childhood Conference

June 28: 85704

Educational Reinforcement Items distribution:

- June 2: Irma Marquez, Casa de los Ninos, Parents as Teachers
- June 19: Christina Hughes, Sasabe AZ
- June 19: Dan McDonald, U of A Cooperative Extension Program, Brain Waves
- June 30: Paula Mandel, Pima County Health Department, NFP

BENCHMARKS

2 Events

14 Networking or 1:1 Meetings

2 Speakers Trainings

1 Site Visit



The 'FTF and partners' table at the United Healthcare Back to School Health and Safety Fair June 21. Thanks for the picture Dan!



FIRST THINGS FIRST

Regional Partnership Council Leadership Responsibilities

Chair Responsibilities

- Chairs regional council meetings and provides leadership to the Regional Partnership Council in order to achieve regional and state goals, objectives and statutory requirements;
- Demonstrates knowledge of Open Meeting Law and Robert's Rules of Order;
- Meets with Vice-Chair and Regional Director prior to meetings to set and review agenda and support documents;
- Works with the Regional Director to guide and mediate Regional Partnership Council actions with respect to organizational priorities and governance concerns;
- Helps guide the Regional Partnership Council through strategic planning in collaboration with the Regional Director;
- Appoints the Chairpersons of Committees, in consultation with Regional Council Members and the Regional Director;
- Discusses with the Regional Director issues confronting the Regional Partnership Council;
- Consults with the Regional Director on any issues regarding financial planning and financial reports;
- Provides feedback to the Regional Director and the Regional Partnership Council to evaluate the performance of the Regional Partnership Council in achieving the First Things First mission;
- Serves as a liaison between the Regional Partnership Council and the community, promoting First Things First values, mission, and goals;
- Works with the Regional Director to help create partnerships within the region's communities;
- Attends First Things First statewide Chair and Vice-Chair meetings in Phoenix on a quarterly basis and;
- Represents the Regional Partnership Council before the First Things First Board when needed.

Vice-Chair Responsibilities

- The Vice Chair assumes the Chair responsibilities when the Chair cannot be available (see Chair Responsibilities above);
- Meets with Chair and Regional Director prior to meetings to set and review agenda and support documents;
- Participates closely with the Chair to develop and implement officer transition;
- Attends First Things First statewide Chair and Vice-Chair meetings in Phoenix on a quarterly basis and;
- Performs other responsibilities as assigned by the Regional Partnership Council.