



FIRST THINGS FIRST

Ready for School. Set for Life.

Arizona Early Childhood Development & Health Board Cocopah Tribe Regional Partnership Council Meeting Minutes

Call to Order

The meeting of the First Things First – Cocopah Tribe Regional Partnership Council was held on April 1, 2014, at 3:00 p.m. at the Cocopah Community Center, 14251 S. Centre Avenue, Somerton, AZ.

Chair McCormick called the meeting to order at 3:09 p.m.

Members Present:

Chair H. Jill McCormick
Council Member Dr. Michael Reed
Council Member Christie Stevens
Council Member Cristina Solorzano
Council Member Patricia R. Weissenberg
Council Member Ines Pampara
Council Member Paul Soto

Members Absent:

Vice Chair Rev. Deal Begay
Council Member Elizabeth Renaud
Council Member Gina Nierenhausen

Approval of March 5, 2014 Regional Partnership Council Meeting Minutes

Dr. Reed moved to approve the minutes of the March 5, 2014, Regional Council meeting, seconded by Member Soto, and the motion carried by a unanimous vote by all members present.

Discussion on Regional Benchmarking: Indicator 2

Dr. Amy Kemp, Evaluation Consultant, provided an overview and discussion on the Regional Benchmarks at Statewide Level as well as the Benchmarks/School Readiness Indicators prioritized by the Regional Council for the Cocopah Community. The discussion focused primarily on Indicator 2: Number/Percentage of children enrolled in an early care and education program with a Quality First rating of 3-5 stars.

Member Weissenberg moved to accept the following benchmark: In the Cocopah Region, 100% (20) children will be enrolled in an early care and education program with a Quality First rating of 3-5 Stars. Seconded by Dr. Reed, and the motion carried by a unanimous vote by all members present.

Presentation on Read on Yuma

Diana Maldonado, Literacy Director United Way of Yuma County, shared information on the “Read on Yuma” program. History, activities, funding, evaluation and collaboration/partnerships with various agencies were topics of information provided by Ms. Maldonado.

Update on Early Steps Program

A copy of the Early Steps Program report was provided to the Regional Council.

Regional Director's Report

- a) Regional Council & State Regional Forum: May 29, 2014, 11am-1pm, Cocopah Community Center
- b) 2014 Needs and Assets Update: A first draft of the Needs and Assets Report will be available to Regional Council for review approximately on April 10, 2014. The Regional Council was provided with the Monthly Progress Report submitted by the vendor.
- c) Grants Renewal Process: up for renewal consideration at the May 7, 2014 Regional Council meeting is the Yuma Community Food Bank & the Early Steps Program. Renewal packets are due to First Things First on April 1, 2014.
- d) Cocopah Head Start Site Tour: Tentative
- e) Council Seat Update: Council Membership interviews scheduled for April 8, 2014.
- f) Financial Update: Items included in the report were total monies allotted and awarded as well as the year to date expenses of the First Things First programs funded in the Cocopah region.

A brief review of the proposed State Board fiscal policies was shared by Regional Director Ramirez. It was stated that tobacco revenue had declined by 23% over the past five years. The proposal is that each region's allocation be adjusted such that the region's carry forward is **part** of the allocation not in addition to it. This recommendation will be presented to the Program committee then and forwarded for consideration by the State Board at the June 2014 meeting.

Announcements

Member Cristina Solorzano new job title Family Development Specialist.

Next Meeting

The next regular meeting will occur on Wednesday, May 7, 2014, 3:00 p.m., Cocopah Community, 14251 S. Centre Avenue, Somerton, AZ.

Adjournment

Chair McCormick adjourned the meeting at 4:45 p.m.

SUBMITTED BY:

Marie Megui, Administrative Assistant III

APPROVED BY

H. Jill McCormick, Chair, Cocopah Tribe Regional Partnership Council

May 7, 2014

Cocopah Tribe Grantee Renewal - Unrestricted

Quality First Assessment Strategy													
Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
										Renewal Considerations			
FTF-STATE-13-0347-01-Y2	Southwest Human Development	07/01/2013-06/30/2014	12	\$6,600.00	\$4,263.71	64.6%	No	4.6%					
<p>Early childhood experiences prepare children for a lifetime of learning. Quality First seeks to assist program providers with a system of support and services that will enrich the developmental experiences of children and provide families with a standard for the choices they make regarding the care and teaching of their children. Quality First supports incorporate best practices through a team of technical assistance specialists and through ongoing assessments of the classroom environment and interactions between the teachers and children. With the rollout of the Quality First Website, www.qualityfirstaz.com, we will continue to inform families and early childhood educators on the importance of quality in an early care and education setting.</p>										<p>It is anticipated that by the end of the fiscal year, the contracted service numbers will be reached for most regions. The coaching grantees and agencies will be working with the Regional Directors to recruit early care and education providers in the regions where slots are funded, but there is a wait list. During the June 2014 meeting, the Board will be presented with a recommendation to renew this statewide contract. Analysis of the quantitative data collected, a consideration of the qualitative data provided through narrative reports, and individualized grantee follow up by FTF program and finance staff was presented and considered by the FTF executive team for statewide initiatives. The executive team utilized this data and information as the basis for this recommendation to the Board.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of Centers				0	0	0	0	0	0				
Number of Homes				0	0	0	0	0	0				
Number of Rating Only Centers				1	1	1	1	0	1	100.0%	No	40.0%	

Cocopah Tribe Grantee Renewal - Unrestricted

Quality First Coaching & Incentives Strategy													
Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
										Renewal Considerations			
FTF-STATE-14-0427-02	Valley of the Sun United Way	07/01/2013-06/30/2014	12	\$1,932.00	\$1,022.61	52.9%	Yes	0.0%					
<p>Early childhood experiences prepare children for a lifetime of learning. Quality First seeks to assist program providers with a system of support and services that will enrich the developmental experiences of children and provide families with a standard for the choices they make regarding the care and teaching of their children. Individualized coaching and incentive services for early childcare providers enrolled in Quality First is provided by a partnership between Valley of the Sun United Way and sub-grantees including Association for Supportive Child Care, Southwest Human Development, Easter Seals Blake Foundation, Child and Family Resources, and United Way of Tucson and Southern Arizona by leveraging resources to provide a comprehensive, coordinated approach to improving the quality of child care centers and in family child care homes across Arizona. The system will continue to integrate Quality First Coaching and Incentives services with other supportive Quality First initiatives including teacher scholarships and child care health consultation, and other initiatives supported by First Things First to support a child's successful entry into school as well as for success throughout life. The grantee partners participate in local, regional and statewide meetings and coordination and educations/training efforts as needed to ensure continuity of approach statewide and consistent, effective, efficient collaborative efforts.</p>										<p>It is anticipated that by the end of the fiscal year, the contracted service numbers will be reached for most regions, except for regions where there are vacancies. During the June 2015 meeting, the Board will be presented with a recommendation to renew this statewide contract. Analysis of the quantitative data collected, a consideration of the qualitative data provided through narrative reports, and individualized grantee follow up by FTF program and finance staff was presented and considered by the FTF executive team for statewide initiatives. The executive team utilized this data and information as the basis for this recommendation to the Board.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of Centers				0	0	0	0	0	0				
Number of Homes				0	0	0	0	0	0				
Number of Rating Only Centers				1	1	1	1	0	1	100.0%	No	40.0%	

Cocopah Tribe Grantee Renewal - Unrestricted

Food Security Strategy											Staff Recommendation to Council	Council Recommendation	Recommendation to Board
Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal Amount	Renewal Considerations			
GRA-RC031-14-0604-01	Yuma Community Food Bank	07/01/2013-06/30/2014	12	\$750.00	\$25.00	3.3%	No	-26.7%	\$750.00	Yes			
<p>Family Support</p> <p>Working with the Cocopah Community Center Staff, YCFB will provide 30 vouchers for food boxes to be distributed to families with children 0 - 5. Community Center staff will identify the family and issue vouchers to be redeemed at YCFB.</p>											<p>It is recommended that this grant agreement be approved for renewal. Although the region has experienced some challenges with the grantee in the implementation of the program and the grantee will most likely not meet the contracted service units, there have been noted barriers and challenges that the grantee has actively worked towards resolving. The CEO of the contracted agency met with council members to reflect on the concerns and identify strategies to move program implementation towards success. Staff turn over was identified as a major barrier and has since been resolved. New program implementation plan identifies strategies and communication has greatly improved with new staff, agency has been flexible and accommodating in order to meet the food security needs of the region.</p>		
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of food boxes distributed				30					0	0.0%	No	-30.0%	30

Cocopah Tribe Grantee Renewal - Unrestricted

Home Visitation Strategy													
Contract Number	Grantee	Contract Period	Number of Contract Months	FY 2014 Award	FY 2014 Expenditures YTD	FY 2014 Expenditures as % of Award	Within 30-60% Range (Yes/No)	Out of Range Percentage	FY 2015 Proposed Renewal Amount	Staff Recommendation to Council	Council Recommendation	Recommendation to Board	
										Renewal Considerations			
GRA-RC031-13-0488-01-Y2	Cocopah Indian Tribe	07/01/2013-06/30/2014	12	\$79,182.00	\$59,386.50	75.0%	No	15.0%	\$90,182.00	Yes			
<p>Family Support</p> <p>This program will help promote education amongst expectant mothers, families, and caregivers on topics of nutritional, developmental, and educational milestones of children by using the curriculum from Parents as Teachers Home Visitation model. Through combined home visits, group parenting classes and in home family support, families will experience growth in skill and comfort parenting children will attain their developmental milestones and overcome challenges to provide the most positive paths for successful futures. It is the goal of this program to maximize parent participation in these processes with the proper methods and education. This program will also promote literacy in home and help families build their own personal libraries to create a rich literacy environment.</p>										<p>It is recommended that this grant agreement be considered for renewal. The grantee has exceeded the contracted service units and there have been no concerns regarding the program implementation with the exception of the increasing case load for the Parent Educator. Grantee provides monthly status reports to the council and has done a tremendous job at developing relationships within the community to include department of Social Services, Head Start, WIC and the Community Center to name a few. Grantee has increased community knowledge and has formed trusting relationship with families as indicated by case load consistency, reports from community partners and council members. Grantee maintains ongoing communication with FTF staff.</p>			
Service Unit				2014 Contracted Units	2014 Q1 Actuals**	2014 Q2 Actuals**	2014 Q3 Actuals**	2014 Q4 Actuals**	Year-to-Date Actuals**	Percent of Contracted	Within 30-60% Range	Out of Range Percentage	FY 2015 Proposed Contracted Units
Number of children receiving screening													25
Number of families served				15	40	43			43	286.7%	No	226.7%	15
Number of developmental screenings conducted													0
Number of vision screenings conducted													0
Number of hearing screenings conducted													0

Cocopah Tribe Grantee Renewal - Unrestricted

****Quarterly Data Submission Value (Double Asterisk)**

Null (empty box) = Grantee reported that this is not part of the grantee's contract and did not provide data. Any other numeric entry (zero or greater) indicates a number reported by grantee.

1-108 Regional Partnership Council Officers and Their Duties

At the first regular meeting of the Regional Partnership Council following May 1 of each fiscal year beginning in 2008, the Regional Partnership Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected. The election procedure shall be determined by the Regional Partnership Council.

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

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

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

Adopted June 3, 2008

First Things First
Cocopah Tribe Regional Partnership Council

Governance Policy Manual

P R E F A C E

This document, initially adopted by the Cocopah Tribe Regional Partnership Council on June 3, 2008, and updated periodically thereafter, constitutes the complete and official body of policies for the governance and operation of the Cocopah Tribe 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.AZFTF.GOV](http://www.azftf.gov) IS UPDATED AS NEEDED FOLLOWING APPROVAL BY THE REGIONAL PARTNERSHIP COUNCIL. PRIOR TO ACTING IN RELIANCE UPON A SPECIFIC REGIONAL COUNCIL POLICY AS IT APPEARS IN ANY COPY OF THE GOVERNANCE POLICY MANUAL, PLEASE CHECK TO MAKE SURE THAT THE REGIONAL COUNCIL HAS NOT RECENTLY APPROVED ANY ADDITIONS OR REVISIONS TO THAT SPECIFIC POLICY.

Contact: (Regional Director Roselia V. Ramirez at 602-510-6213 or email rramirez@azftf.gov)

Contact Us:
First Things First
Cocopah Tribe Regional Partnership Council
233 S. 2nd Ave.
Yuma, AZ 85364
Phone: 928-343-3020
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1-101 Organization, Authority and Location

The Cocopah Tribe Regional Partnership 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 Regional Partnership 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 Regional Partnership 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 Cocopah Regional Office is located in Yuma, Arizona. The office is maintained by the Regional Staff.

Adopted [June 3, 2008]

1-102 Departure from Regional Partnership Council Policy

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

Adopted June 3, 2008

1-103 Meetings of the Regional Partnership Council

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

A majority of the membership of the Regional Partnership Council shall constitute a quorum for the transaction of business at any meeting of the Regional Partnership Council, but a number less than a quorum may adjourn from time to time. Regional Partnership 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 Regional Partnership Council shall be provided in accordance with the requirements of law. In addition, written notice shall be provided to each member of the Regional Partnership 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 Regional Partnership Council, plus the agenda and all material relating to agenda items, shall be transmitted to each member of the Regional Partnership Council at each member's last known place of residence or other designated address or email address by the quickest and most reliable method at least five days prior to the date of such meeting. Amendments to the agenda and additional supporting materials, not previously available, shall be transmitted at least three days prior to the scheduled meeting. Except with the approval of three-fourths of the voting members in attendance at a meeting, and if permitted by law, no action shall be taken by the Regional Partnership 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 Regional Partnership Council as is appropriate to the circumstances and 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 Regional Partnership Council as far in advance of the meeting as possible.

Adopted June 3, 2008

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 Regional Partnership Council in all cases to which they are applicable and in which they are not inconsistent with these Regional Partnership Council policies and special rules of order the Regional Partnership Council may adopt, and with any applicable statutes.

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

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

Routine matters listed in the open session portion of the agenda for a regular meeting of the Regional Partnership Council may be grouped together and decided by the Regional Partnership Council without discussion or debate. Such matters shall be designated as "Consent Agenda Items." Any member of the Regional Partnership 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 Regional Partnership Council Chairperson.

During the course of any regular meeting of the Regional Partnership Council, the Chairperson shall act as presiding officer and all motions shall be directed to the Chairperson. However, the Chairperson may delegate to the chair of each respective standing committee the responsibility for chairing discussion of items presented to the Regional Partnership Council by that chairperson. Whenever a matter before the Regional Partnership 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 Regional Partnership Council, or take other appropriate action, and may otherwise direct the Regional Staff with respect to the matter.

All meetings of the Regional Partnership Council are open to the public except for executive sessions. The Regional Partnership 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.

Adopted June 3, 2008

1-105 Call to the Public Procedure

The Cocopah Regional Partnership Council may conduct a “Call to the Public” when members of the public may address the Regional Partnership Council during a meeting of the Regional Partnership Council. Speakers who wish to address the Regional Partnership Council:

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

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

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

The Regional Partnership Council retains its prerogative to:

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

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

Because of the diversity of issues presented during “Call to the Public,” Regional Partnership 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 Regional Partnership Council is informed of the outcomes of the staff efforts to respond to the speaker’s concerns.

Adopted June 3, 2008

1-106 Minutes of Meetings of the Regional Partnership Council

Minutes of all meetings of the Regional Partnership Council shall be created and maintained in accordance with the requirements of law. The Regional Partnership 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 "Cocopah 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 Regional Partnership Council shall be furnished with copies of the minutes of the open session portion of each regular and special meeting of the Regional Partnership Council. Members of the Regional Partnership Council shall be furnished with copies of the minutes of the executive session portion of any meeting of the Regional Partnership 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 Regional Partnership Council shall be open to public inspection during regular business hours at the First Things First Regional Office located in Yuma, AZ. Minutes of executive sessions shall be kept confidential except from members of the Regional Partnership Council or as otherwise required by law. Copies of minutes or excerpts from any minutes of the open session portion of any Regional Partnership 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 Regional Partnership Council, they shall be marked "Draft."

Adopted June 3, 2008

1-107 Committees and Subcommittees

The Regional Partnership Council may establish and maintain standing committees composed of members of the Regional Partnership 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 Regional Partnership Council and provide a report to the Regional Partnership Council of business conducted, or may meet as a committee of the whole during the course of a regular Regional Partnership Council meeting. All members of the Regional Partnership Council attending a standing committee meeting are eligible for voting on standing committee matters.

The Chairperson of the Regional Partnership 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 Regional Partnership Council, and shall designate the matters to be considered by said committees. All such committees shall act as advisory bodies to the Regional Partnership Council and report their recommendations to the Regional Partnership Council.

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

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

Adopted June 3, 2008

1-108 Regional Partnership Council Officers and Their Duties

At the first regular meeting of the Regional Partnership Council following May 1 of each fiscal year beginning in 2008, the Regional Partnership Council shall elect a Chairperson and Vice-Chairperson from among the appointed members to serve for the ensuing fiscal year beginning July 1, who shall hold office for twelve months and until successors are duly elected. The election procedure shall be determined by the Regional Partnership Council.

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

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

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

Adopted June 3, 2008

1-109 Communications To or From the Regional Partnership Council

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

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

Adopted June 3, 2008

1-110 Lobbying

The Regional Partnership 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 Regional Partnership Council also recognizes the responsibilities with which it has been entrusted in connection with the operation of the early childhood development and health system and the advancement of early childhood development and health programs in the State of Arizona and recognizes that on occasion the interests of the Regional Partnership Council will not coincide with the interests of individual members of the Regional Partnership Council.

In approaching members of the State legislature or members of Congress, members of the Regional Partnership 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 Regional Partnership Council. In instances in which the Regional Partnership Council has taken an official position, the member endorsing a differing position shall make it clear to the legislative body that the Regional Partnership Council has endorsed a different or contrary position.

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

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

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

Adopted June 3, 2008

1-111 Conflict Of Interest

Regional Partnership 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 Regional Partnership Council member or employee who has a conflict of interest must disclose the interest and refrain from participating in the matter. Regional Partnership 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 Regional Partnership 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), Regional Partnership 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 Regional Partnership Council members shall complete a Conflict of Interest Statement upon adoption of this policy and annually thereafter on a form to be provided by First Things First. These forms will be reviewed by the Regional Director and First Things First legal counsel for resolution or mitigation of potential conflicts of interest. Any potential conflicts of interest that cannot be resolved or mitigated satisfactorily will be placed on the Regional Partnership Council's upcoming agenda for disclosure purposes and to help ensure compliance with the conflict of interest laws. In addition, the Regional Director will prepare a summary report of the Conflict of Interest Statements filed each year for Regional Council review.

The Conflict of Interest Statement prepared annually by the Regional Director will be reviewed by the Regional Partnership Council.

Adopted June 3, 2008

1-112 Amendments

These policies shall not be added to, amended, or repealed except at a meeting of the Regional Partnership Council and by public vote of a majority of all voting members of the Regional Partnership 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 Regional Partnership Council.

Amendments to Regional Partnership 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 Regional Partnership 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 Regional Partnership Council may direct staff to make further changes or may vote its adoption.

Adopted June 3, 2008

1-113 Attendance

This policy is intended to support the full contribution of all Regional Partnership Council members. A member missing any Regional Partnership Council meeting shall contact the Regional Director to give advanced notice. An attendance problem shall be defined, per the Arizona Early Childhood Development and Health Board Policy on Regional Council Attendance, as:

- A member who has two consecutive unexcused absences
- A member has three consecutive absences
- A member who misses more than three meetings without excuse in a 12-month period
- A member who has more than five absences in a 12-month period

An excused absence occurs when a member is unable to attend a meeting due to emergency, illness, injury, or with notification provided one week in advance to the Regional Director of a previously scheduled travel or work or family obligation, which prevents participation at a meeting either in person or by phone.

In the event of an attendance problem, the chair will contact the member to discuss the problem. The chair will issue up to three letters notifying the member of the attendance problem, the intent of the Regional Partnership Council, and requesting a response from the member. The member's response will be shared by the chair with the full Regional Partnership Council at the next Regional Partnership Council meeting. At that meeting, the Regional Partnership Council will decide what action to take regarding the member's future membership.

In accordance with A.R.S. Section 8-1162(D), a member who misses more than three meetings without excuse or resigns their membership shall be replaced by the Arizona Early Childhood Development and Health Board after a public application process and with the input of the Regional Partnership Council.

Adopted July 1, 2009

Revised May 9, 2011



FIRST THINGS FIRST

Cocopah Indian Tribe Regional Partnership Council

May 2014 Regional Director's Report

Regional Council and State Board Forum:

- The Cocopah and Yuma Regional Partnership Councils slated for **May 29, 2014 from 11:00-1:00**, has been **rescheduled**. This State Board will be hold a regular meeting in Yuma in September and this presents an opportunity for our councils to meet and greet with the entire State Board. More information to come.

Needs and Assets Update

- Data collection and parent surveys continue to be collected by Head Start and Early Steps Program.
- Council will have the opportunity to review and provide feedback on the draft to include text in June.
- Detailed report of vendor activities is included in packet for council review.

Council Seat Update

- The first set of interviews took place in April with additional interviews to be held in May, just as a reminder seats being recruited for include Faith-based, Parent, At-Large, Tribal At-Large and Philanthropy. Recommendations will be go to the State Board, to appoint our council beginning July 1, 2014.

Upcoming Events

May 1: Chairs/Vice Chairs Leadership Forum, Phoenix

May 7: Cocopah Regional Partnership Council Meeting, 3:00pm, Community Center

May 12: Mother's Day Event, Cocopah Community Center

May 13: Teacher Scholarship Forum, 5:00-6:30 pm, Yuma Police Department.

SAVE THE DATE!

August 18-19: 2014 First Things First Early Childhood Summit, Phoenix Convention Center, Phoenix

Monthly Status Report for the Cocopah Tribe Regional Partnership Council

Vendor: Norton School of Family and Consumer Sciences

Date Report Submitted: 04/10/14

Period Report Covers: 3/01/14 – 3/31/14

BASE REPORT

Task/Deliverable	Deadline (FTF)	Task Status	Action Necessary
Workplan (base plus additional SOW, if applicable) submitted and approved by Regional Partnership Council	7/1/2013 (initial draft); 10/10/2013 (final draft)	<p align="center">COMPLETED</p> <p>A draft Workplan for the base report and template of monthly status report were submitted for Regional Director and Regional Partnership Council review on 07/01/2013.</p> <p>A final version of the Workplan was submitted to the Regional Director on 10/9/2013.</p>	
Data collection plan submitted and approved by Regional Partnership Council	8/10/2013 (initial draft); 10/10/2013 (final draft)	<p align="center">COMPLETED</p> <p>A draft data plan was submitted for Regional Director and Regional Partnership Council review on 08/12/13.</p> <p>A revised draft data plan to correct information regarding CPS removals and the Cocopah Tribe WIC program was submitted to the Regional Director and Senior Regional Director on 08/29/13.</p> <p>A final version of the data plan was submitted to the Regional Director on 10/9/13.</p>	
Acquire tribal approval for data collection (if applicable)	10/20/2013	<p align="center">COMPLETED</p> <p>Tribal Approval for the collection of data for the Needs and Assets Report was obtained as stated on a Memo from Christopher Nunez, Tribal Administrator, to Sherry Cordova, Tribal Chairwoman, dated 6/24/13 and signed on 6/27/13. It is our understanding that this approval includes the collection of data for School Readiness Indicator No. 10, which will be based on the FTF Family and Community Survey (F&CS).</p>	

<p>Data collection, compilation, analysis and integration into report</p>	<p>N/A</p>	<p style="text-align: center;">IN PROGRESS</p> <p>The Norton School received additional 13 parent surveys on 4/1/14 from the Cocopah Early Steps Program.</p> <p>The Norton team continues to submit tribal data requests and follow-up on key informant interviews.</p> <p>Data requested from the Cocopah Daycare program was received on 4/1/14.</p> <p>We are currently working with the statistician from the IHS Phoenix Area on the data request for community members served by IHS in the Cocopah Region. We expect IHS data to be available by the end of April.</p> <p>After discussing the parent/caregiver sample sizes and timeline with the FTF Research and Evaluation team, we have decided to extend the data collection deadline until the end of May.</p> <p>The UA Norton School has processed most publically available data for the Cocopah Tribe Region, as well as data requested by the FTF Research and Evaluation Office. Please note that data from the FTF Research and Evaluation office originally due to vendors by October 10, 2013, was delayed until January and February 2014. Retrieval of publicly available Census data was also delayed slightly due to the government shutdown at the end of 2013. Most data received and processed to date have been included in the April 10th draft of the report. We have also received some data from tribal departments or agencies. Some of those data have been included in the April 10th draft report. We're currently in the process of cleaning up or verifying other data that we have received from tribal departments.</p>	<p>The Norton School team will continue to follow up in the next weeks with the different department heads and the IHS/PHX area on the data requests.</p> <p>Pending tribal data will be processed as it becomes available to us.</p> <p>We will be in communication with the Regional Director regarding additional opportunities to collect survey data from parents or caregivers.</p>
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		Those data, and any subsequent information that we receive from tribal departments will be included in the next draft of the report.	
Detailed outline of report	1/10/2014	COMPLETED Outline of the report was submitted to the Regional Director on 1/10/2014.	
First draft of report	4/10/2014	COMPLETED Report draft was submitted to Regional Director on 4-10-14.	The UA Norton School requests to receive any comments the Regional Director would like to be incorporated into a revision of the first draft by May 10, 2014.
Review and editing needs and assets report with Regional Partnership Council	N/A	PENDING	
Final draft of report approved by Regional Partnership Council	by 9/1/2014	PENDING	
Delivery of Monthly Status Report by the 10th of each month	ONGOING	ONGOING	

FY 2014 Cocopah Tribe Contract Detail

	Grantee Name	Contract Number	Contract Period	Allotment		YTD Expense	Expense Variance	Award Expended	Allotment Expended	Reimbursement Activity	
				Total Allotment	Awarded			% of Award Expended	% of Allotment Expended	Pending	Paid (Last 30 Days)
Community Awareness	Community Awareness Strategy			Strategy Subtotal:		\$0	-	-	0.0%	0.0%	
	First Things First (FTF-Directed)	PSC-STATE-14-0651-01	To Be Determined			-	-	-	0.0%		
	Community Outreach Strategy			Strategy Subtotal:		\$0	-	\$122	(\$122)	0.0%	0.0%
	First Things First (FTF-Directed)	PSC-STATE-14-0652-01	To Be Determined			-	\$122	(\$122)	0.0%		
	Goal Area Subtotal:			\$0	-	\$122	(\$122)	0.0%	0.0%		
Evaluation	Statewide Evaluation Strategy			Strategy Subtotal:		\$1,065	\$1,065	\$1,065	-	100.0%	100.0%
	First Things First (FTF-Directed)	PSC-STATE-14-0669-01	07/01/2013-06/30/2014			\$1,065	\$1,065	-	100.0%		
	Goal Area Subtotal:			\$1,065	\$1,065	\$1,065	-	100.0%	100.0%		
Family Support	Food Security Strategy			Strategy Subtotal:		\$750	\$750	\$25	\$725	3.3%	3.3%
	Yuma Community Food Bank	GRA-RC031-14-0604-01	07/01/2013-06/30/2014			\$750	\$25	\$725	3.3%		
	Home Visitation Strategy			Strategy Subtotal:		\$79,182	\$79,182	\$59,387	\$19,796	75.0%	75.0%
	Cocopah Indian Tribe	GRA-RC031-13-0488-01-Y2	07/01/2013-06/30/2014			\$79,182	\$59,387	\$19,796	75.0%		
	Parent Outreach and Awareness Strategy			Strategy Subtotal:		\$1,700	\$1,700	-	\$1,700	0.0%	0.0%
	First Things First (FTF-Directed)	PSC-STATE-14-0664-01	07/01/2013-06/30/2014			\$1,700	-	\$1,700	0.0%		
	Goal Area Subtotal:			\$81,632	\$81,632	\$59,412	\$22,221	72.8%	72.8%	-	
Quality and Access	Quality First Strategy			Strategy Subtotal:		\$0	-	-	-	0.0%	0.0%
	Quality First Assessment Strategy			Strategy Subtotal:		\$6,600	\$6,600	\$4,264	\$2,336	64.6%	64.6%
	Southwest Human Development	FTF-STATE-13-0347-01-Y2	07/01/2013-06/30/2014			\$6,600	\$4,264	\$2,336	64.6%	\$564	
	Quality First Coaching & Incentives Strategy			Strategy Subtotal:		\$1,932	\$1,932	\$1,023	\$909	52.9%	52.9%
	Valley of the Sun United Way	FTF-STATE-14-0427-02	07/01/2013-06/30/2014			\$1,932	\$1,023	\$909	52.9%		
	Goal Area Subtotal:			\$8,532	\$8,532	\$5,286	\$3,246	62.0%	62.0%	\$564	
Overall Total:				\$91,229	\$91,229	\$65,885	\$25,344	72.2%	72.2%	-	\$564



Cocopah Tribe Regional Partnership Council

Overview

In January of 2012, the Arizona Early Childhood Development and Health Board approved the Coconino Regional Partnership Council’s selection of the following three School Readiness Indicators (SRIs) as their top priorities:

Indicator #1 - School Readiness - #/% of children demonstrating school readiness at kindergarten entry in the developmental domains of social-emotional, language and literacy, cognitive, and motor and physical

Indicator #2 - Quality Early Education - #/% of children enrolled in an early care and education program with a Quality First rating of 3-5 stars

Indicator #10 – Confident Families - % of families who report they are competent and confident about their ability to support their child’s safety, health and well being

In Phase 1 of the School Readiness Indicators benchmarking 2013-2014, the Coconino Regional Partnership Council set a benchmark for the following SRI:

Indicator #2 - Quality Early Education

- #/% of children enrolled in an early care and education program with a Quality First rating of 3-5 stars

To discuss, set, and finalize a benchmark for their chosen Indicator of Quality Early Education, the Regional Partnership Council met once in April 2014.

Quality Early Education Indicator Regional Council Benchmarking Discussion and Decision

Initial Discussion 4/1/14

The Cocopah Tribe Regional Partnership Council met on 4/1/14 to consider the Quality Early Education Indicator.

The data sources and baseline data were reviewed with the Regional Council. Two baseline calculations were provided to the Regional Council for the Quality Early Education Indicator:



Quality Early Education Baseline A is the number of children enrolled in an early care and education program with a Quality First rating of 3-5 stars divided by the number of children enrolled in an early care and education program with a Quality First rating of 1-5 stars; this baseline is essentially the percent of children in Quality First who are enrolled in 3-5 star care.

Quality Early Education Baseline B is the number of children enrolled in an early care and education program with a Quality First rating of 3-5 stars divided by the number of children enrolled in regulated early care and education; this baseline is essentially the percent of children in regulated care who are enrolled in 3-5 star Quality First care.

Discussion and Decision - Quality Early Education 4/1/14

The Cocopah Tribe Regional Council is in a unique position related to the Quality Early Education Indicator. All early care and education providers (one Head Start Center) in their region are currently participating in Quality First. Further, that one provider currently has a 3 – 5 Quality First star rating.

The Regional Council discussed potential factors that might increase the total pool of children served in Quality First between now and 2020, including expanding the number of children served in their Head Start/Quality First provider and expanding Early Head Start in the region. There was also discussion related to determining if there was unmet need for quality early care and education in the region.

There were a number of factors that identified a potential, small, unmet need, including: the agreement that the Head Start/Quality First provider does have a small waiting list and the likelihood that children who live on Cocopah lands or who are Cocopah Tribal members utilize early care and education in Yuma County, away from Cocopah Tribe region.

It was noted that it is a Cocopah Tribal goal to identify where all Cocopah Tribal children access early education. It was also noted, that if Cocopah children are served in Yuma Quality First providers - since children are not tracked individually or by tribal affiliation – we are not currently able to identify them.

There was discussion about setting a goal of 100% children enrolled in regulated early care and education programs with a Quality First rating of 3-5 stars with a number of children above the current number served (20). This would necessitate a physical expansion of the current Head Start/Quality First provider and/or the mobilization of additional funding from the Cocopah Tribe or other sources. There was discussion about the benefit of setting a benchmark that was a stretch goal and would encourage new initiatives and funds. However, it was agreed that the physical



expansion needed to increase the number of children who could be served in the Head Start/Quality First provider was unlikely and it is unclear how potential expansions in early care and education would be sustained over time.

The Regional Council discussed a Quality Early Education Indicator benchmark A of 100% children enrolled in Quality First programs with a Quality First rating of 3-5 stars and a benchmark B goal of 100% children enrolled in regulated early care and education programs with a Quality First rating of 3-5 stars. These benchmarks were based on the assumption that the total pool of early care and education providers in the region would not increase and that their current Quality First provider would maintain or improve its level of quality. Quality Early Education Benchmarks A and B were based on the denominator of 20 total children in early care and education.

Supporting materials can be found in the Cocopah Tribe appendix.

Proposed Benchmark for Quality Early Education Indicator

Quality Early Education Benchmark A: 100% of children enrolled in an early care and education program with a Quality First rating of 3-5 stars by 2020.

Quality Early Education Benchmark B: 100% of children enrolled in an early care and education program with a Quality First rating of 3-5 stars by 2020.

20 children enrolled in early care and education program with a Quality First rating of 3-5 stars out of 20 children zero through six participating in Cocopah Tribal region early care and education by 2020.



FIRST THINGS FIRST

Ready for School. Set for Life.

Sustaining Arizona's Commitment to Young Kids

Finance Committee Recommendation to the Board - Summary

Tobacco taxes are a declining source of revenue; in fact, funding for First Things First has decreased from almost \$171 million in fiscal year 2008 to \$132 million in FY2013, a 23% drop in five years. By statute, the Board is ultimately responsible for ensuring that FTF funds are used as Arizona voters intended. Therefore, one of the Board's primary responsibilities is to set a fiscal policy that allows FTF to: sustain program funding for the longest term possible; maximize current and future revenues; and, promote thoughtful and proactive planning for future funding reductions so as to minimize the impact to children and families statewide.

In setting a fiscal policy direction, the Board has focused specifically on trends in tobacco tax collections – which led to revenue projection models researched by Arizona State University – and analysis of expenditures. The initiative that created FTF was written so that an organizational fund balance would accrue for a period of time before expenditures began. This was an intentional, strategic move on the part of the initiative's authors to ensure that funds would be available to sustain FTF's efforts over a longer period of time.

What were not anticipated were sizeable regional carry-forward balances. The Board noted the reasons for and monitored the regional carry-forward balances in fiscal years 2010 and 2011. In 2012, when the total regional carry-forward balance exceeded \$90 million – the Board looked more closely at the regional carry-forward balance and set fiscal policy that focused on spending down that balance.

While fiscal year 2013 was the first year in which the regional fund balance did not grow, the reduction was minimal. As regions complete the last year in the current funding cycle (FY13-15) and begin planning for the next three years (FY16-18), it was a logical next step for the Board – through its Finance Committee and with support from FTF staff – to undertake a deeper review of revenue, organizational fund balance and regional carry forward and to establish the fiscal policy direction that regional councils can use as a basis for discussion of the next three-year strategic direction and budgeting.

Recommendation of the Finance Committee

To expand the discussion and ensure a diverse set of views on the matter, the Chair of the Finance Committee, member Nadine Mathis Basha, invited special guests to both meetings to participate in the conversations. The additional participants represented both Board and regional council members.

Over the course of two meetings the Finance Committee reviewed how allocations are set; discussed the variables involved in the allocation process; examined how future allocations would support current spending budgets; looked at how regional fund balance is related to and impacts spending; reviewed how the organizational fund balance can be used to support a targeted spending level; and, developed recommendations for the Board on future program spending budgets and how the regional fund balance should be used.

Two formal recommendations have been made to the Board. These will be discussed at the April 2014 Board meeting and voted on at the June 2014 Board meeting. They include:

- 1) Beginning in FY16, the start of the new three-year Funding Plan Cycle, allocate \$126.6 million in revenues to support Program spending (statewide and regional combined), and keep this amount constant for successive years.
- 2) In FY16, the total means of financing available to support regional allotments should equal the targeted \$126.6 million level, and so regional allocations should be adjusted such that each region's projected fund balance (regional carry forward) is part of the allocation level rather than being in addition to.

These recommendations are based on reasonable (neither overly optimistic nor pessimistic) revenue projections and will allow FTF to maintain its program spending at a consistent level for an estimated 9-15 years.

The alternatives reviewed included the following:

1. Allow regional councils to spend down their carry forward, hitting fiscal cliffs at varying points between fiscal years 2015 to 2018. Under this proposal, regional councils would need to initiate a round of cuts because – even with their carry forward balance spread out over the next several years – their total revenue would be less than their projected FY15 allotments. Then, regional councils would need to initiate another round of cuts when their carry forward is fully exhausted and only the base-level allocation (based on the \$126.6 million recommended amount) is available.
2. Using large-scale draw-downs of organizational fund balance to maintain spending levels that have been set using regional carry-forward balances. The organizational fund balance would be exhausted within three years and, therefore, resulting in radical reductions in services at that point.

The Finance Committee acknowledged that moving to the recommended allocation methodology will raise questions from regional councils as it will mean an almost 30% reduction in total regional funds available for spending in FY16 (impact to individual regions will vary around this average amount). While this will be a challenge for regional councils to absorb initially, the following points were discussed by the Committee and include:

1. All regions are looking at significant funding reductions in the near future (as a result of spending down carry-forward), and in most cases, would need to make those cuts in FY16 or shortly thereafter.
2. Updating the fiscal policy at the beginning of a three-year planning cycle gives regional councils time to thoughtfully and proactively plan spending that reflects available revenues at the onset of a strategic planning process.
3. The funding available for each region will be very stable over time (with population and/or regional boundary changes being the only real drivers for change).
4. The recommendation sets a targeted spending level and, in FY16, uses regional carry forward in combination with new Board-allocated revenues to achieve that targeted spending level. Therefore, regions will be spending their regional carry-forward balances. In futures years, the targeted spending level will be fully achieved with new Board-allocated revenues.
5. Regions may still experience carry-forward balances, but these will be significantly lower and much more easily managed.

In addition, the Finance Committee discussed whether guidance should come from the Board on how regional councils plan to align programming to available revenues – for example, Board strategy or indicator priorities.

In the first of two meetings, the Board's Policy and Program Committee reviewed this issue at its April 3 meeting. Outlined below are questions the Committee was asked to consider and provide feedback on by the next meeting on May 15. In addition, feedback will be solicited from the regional Chairs and Vice Chairs at their May 1 meeting. All of the feedback obtained will be summarized and presented to the Board for consideration at its June 2014 meeting, so that complete guidance can be provided to the regional councils as they begin their three-year planning cycle.

Items the Program Committee members have been asked to provide feedback on include:

- Should guidance come from the Board on how regional councils plan to align funded programming to available revenues – for example, Board preferred strategy(ies) or School Readiness Indicator priorities?
- Currently, regional funding plans are developed by regional councils and are submitted for Board approval. If and when the Board has concerns with a funding plan presented for approval, they address these concerns on an individual basis and final approval is held until both Board and regional council concerns are resolved. As such,
 - Should this practice continue?
 - Should all regional councils be allowed to prioritize independent of each other, and/or Board priorities?
- Should the Board provide parameters for how a funding plan should be constructed? For example:
 - Should the number of strategies be limited?
 - Are there School Readiness Indicators which should be prioritized?
 - Should X% of funding have to be committed to the Board’s signature Quality First strategy?
 - Should only Y% of funding be committed to strategies for which other state agencies have primary or statutory responsibility?
- The Quality First program and Quality First Scholarships collectively comprise the largest funding investment of FTF. Should FTF research whether the QF model can be adjusted in ways that lower the cost but still preserve the overall design and policy intent?
 - One such example would be reducing the number of scholarships made available to providers receiving them by some amount. If that amount were 1/3, a potential savings of \$15.7 million could be yielded.
 - Another example is considering a decision made by regional councils to fund additional scholarships, which is a significant investment of resources beyond that “required” under the Quality First model. As regional councils make choices to fund additional scholarships, it increases the total investment and in many cases, these additional scholarships are under-utilized.
- Are there other FTF program costs that FTF should research to see if they can be lowered while still preserving the design and policy intent?