

Executive Committee Meeting February 7, 2008

Meeting Called to Order at 11:08 with a quorum

Members Present: Bill Bryant, Joe Haenn (via telephone) Ilene Britt, Deborah Horvitz, Dave Clark, Debbie Pitman, Michael Palmer, Barbara VanDewoestine
Staff Present: Marsha Basloe, Vicki Rawlings

Agenda Item	Summary of Discussion	Motion	Action
<p>Consent Agenda: Approval of Minutes Spending Analysis 6 month comparative budget</p>	<p>Michael Palmer welcomed everyone</p> <p>Review of minutes, spending analysis and 6 month comparative budget</p>	<p>Motion to approve by Barbara; seconded by Deborah</p>	<p>Consent Agenda approved</p>
<p>April Meeting Date to be changed</p> <p>Programs, Fiscals & Committee Updates Mid Year Fiscal Update</p> <p>Program Report to Evaluation Committee</p>	<p>Marsha was asked to represent NC in an initiation only discussion 4/2-4/4. The project put together by the Annie Casey Foundation & the Merage Foundation. There will be 40 people from Colorado and 40 people from outside of CO who will come together to talk about linking early childhood to economic development. Consent to move the April meeting from 4/3 to 4/10</p> <p>Handout (Partnership Activities List) We ask all of our funded partners to submit a 6 month review if they are not spending at 50% and give a narrative on how they are planning on to meet spending all their money. The reason we do this is; 1. We like to make sure all of resources are being used and 2. If they revert funds later in the year, we are not using all our funds and if more than \$80,000 to NCPC we will receive a penalty. \$51,117 reverted. (Final figure may be higher.) At the 2/20 Allocations meeting, the first thing on the agenda is where we will reallocate the funds. Traditionally the funds go to in house, to subsidy and/or to WAGES\$. We usually cannot reallocate the funds to a small program because they will not have time to spend the funds due to timing. By the time we receive a contract it will be the middle of April and not enough time to spend the funds. The Board/EC will vote on where the funds will be re-allocated. Subsidy and WAGES\$ can spend the money within that amount of allotted time. This is double the amount of money we ever had reverted. Funds are mostly salaries from CCSA and Health Department.</p> <p>Evaluation Committee will meet next week to review Program mid-year reports, which include fiscal/activities and major outcomes. This will go to</p>		<p>All in Favor</p>

<p>Infant Toddler Discussion</p>	<p>the Board in March.</p> <p>Update on Infant Toddler planning: \$49,000 was earlier allocated to subsidy for infant/toddler bonuses. There are only 21 five star infant/toddler slots in Durham. Bonus to increase high quality infant slots. After bonus is given out we will follow-up with a survey to find out what they used the bonuses for. The goal is to someday subsidize infant slots at a higher rate to increase the supply. The DACCA leadership team approved the criteria and bonuses will be distributed through DACCA. The bonuses will only go to 5 star facilities to encourage them to stay in business and recognize their efforts. We have a strategy to make sure 4 year olds are in high quality slots but we also need a strategy for infant slots.</p> <p>There is a huge need for infant toddler slots, looking at the numbers and putting together the data. Recently Marsha & staff had 3 strategic conversations within the community involving infant toddler needs. 1. Center for Child & Family Health (national rep) learning more about EDUCARE which is funded by Buffet funds. 2. Matthew Ramadan, Marlo Walston & Maryann Crea from Immaculata. The faith community is piloting an infant/toddler playgroup program at the church for the Hispanic community. She received a grant from the NC Department of Social Services. We would like to develop a Durham County Infant Toddler Initiative. These meetings were the first step. We want to put together a 3 year plan so we are poised and ready for when the new reauthorization of Early Head Start comes out. 24 centers are 5 stars, and for 0-2 there is a maximum of 175 slots for 4,000 births in Durham county. We have 65.38% of children living with two parents and 87.97% with 1 or more parent working. We would also like to make sure that whoever is caring for the infant/toddler (Grandmother, etc) are properly nourishing the child and providing quality care. 3. Meeting with Sue Russell and Lanier DeGrella (the statewide infant/toddler specialist through DCD) We have resurrected the Ready Classroom work from 4 years ago – standards. The next stage will be to meet with larger groups to begin to have the community understand infant/toddler brain development. A larger group is meeting February 13th in the evening to begin to develop a three year plan.</p>		
<p>Finance Development</p>	<p>Handout of the 2007/2008 Fund Raising Report Development report is done every 6 months. This report does not include or Smart Start and MAF grants. We presently have 27 Board Members – usually 28. Debra Parker from NCCU resigned. Update of Board Contributions; we now only have</p>		

<p>More at Four Update</p>	<p>three who have not contributed. It was suggested that Board Member contributions become part of the new Board Member orientation and should be considered as a condition of acceptance to the Board. Bill Bryant, Treasurer spoke about starting an Endowment for the Partnership for support and sustainable funds for things that we cannot use Smart Start dollars for. Would like to hold special events and fundraisers as a way to bring the community together. Bill hopeful for 2009 launch. There was significant discussion about how this would be rolled out, a children's ball, etc. We are aiming for Spring 2009, and if not possible, then Marsha said align with 15th anniversary in 2010. Bill is hopeful that this can happen in 2009.</p> <p>Applications for Kindergarten will be available beginning 2/25-3/28. This will be a collaborative effort between CCSA, DACCA, DPS, Title 1 and MAF (DPFC) All applications are the same and will include Dial 3 screenings. Application information advertised in the Herald Sun, in the community and translated into Spanish. Applications can also be picked up at local schools but the screening will not be done there.</p> <p>The state pushed back the date of birth cutoff for when a child can enter Kindergarten. The DOB cutoff was 10/16 it is now 8/31. MAF has to do the same this year (a year in advance). Significant discussion followed.</p> <p>Leathers Meachum/HS will be losing their star rating and will go on a provisional license for compliance issues. Significant discussion around what the issues were and how to assist. Next year the MAF children at that site will move to Lyon Park. Once the site goes on a provisional license, all the families will receive a letter.</p> <p>Our Year 2 MAF applications were due on 2/1. Three were not turned in; 1 site decided to withdraw and 2 sites were late turning in their proposal. If this were Year 1 of the RFP, we would not read them past the deadline. Marsha said that it is Year 2, the update year. We will read them and impose a Corrective Action Plan – Head Start and Triangle Day Care. Both sites are headed by Board members.</p>		
<p>Community Alignment</p>	<p>The Community Alignment Plan (Draft) will go the Community Awareness Committee and focus on 3 targeted areas and develop ways to engage the community. Met with the Durham County Library members and volunteers last week focused around early literacy. Helped them look at the bigger picture and will help them find funding for the project. Karine working on a visual for Sounding the Trumpet for Early Childhood. Governor Hunt booked for the 9/23 State of Durham's Children event that will focus on Birth-Graduation. Bill Shore</p>		

<p>Annual Plan</p>	<p>and Bill Millet will also be involved. Our Annual Plan due to NCPC in March. Board will approve at March Board meeting. The EC decided that they did not need to see it in advance. If someone wants a copy, they can call Marsha.</p>		
<p>ED Report</p>	<p>Durham Connects – Marsha discussed the program and some of the concerns</p> <ul style="list-style-type: none"> • Sustainability • Needs to be met once identified • Collaboration not understood by Duke/Center; it is understood by Health Dept. • This is for Duke’s evaluation work; government and Smart Start will still be here with a focus on meeting needs in the community when this is over <p>Marsha discussed Personnel changes. Linda Hicks will be leaving MAF and taking a job in Raleigh at DMA. She has provided three years of continuity for the Program. Wish her well. Marsha is working with Capability Company to recruit and screen for 4 final candidates. She will put together an Interview Committee to meet final candidates and provide input to Marsha who will make the hiring decision. We did this last time and it was successful. Debbie Pitman said that it took two cycles the last time. Ilene suggested the Educational Coordinator from HS when Marsha said she’d like to engage HS in this. A MAF site director will also be included.</p> <p>Marsha will look at reorganizing the Partnership positions in the future. We are taking a leadership role in the community yet we do not have the resources to staff at a sufficient level. Marsha and Senior staff are all working significant hours and it is time to look at how we are organized, the work we want to accomplish, the best way to do this, and the staffing structure.</p>		