



**Board of Directors Meeting  
August 20, 2015**

**Board members present:**

Bob Ashley	Linzie Atkins	Diamond Bethea	Michael Becketts	Ilene Britt
Linda Chappel	Cathy Collie	Mike Lee	John McCain	Karen O'Mansky
Victoria Smith (non-voting)		Joy Sotolongo	James Spencer	

**Board members absent/excused:**

LaDonna Allison	Brenda Berlin	Danielle Caldwell	Drew Cummings	Terry David
Jenn Kadel (non-voting)		Ann Oshel	Michael Page	Rhonda Parker
Joanne Pierce	David Reese	Delphine Sellars	Ashley Taylor	Kara Turner

**Guest:** Deric Boston (for Terry David)

Agenda Item	Summary of Discussion	Motion	Action
<b>Call to order</b>	The meeting was called to order by Linzie Atkins with a quorum at 3:08 pm		
<b>Introductions and Announcements</b>	<p>-Yalitza Ramos &amp; her husband Greg welcomed their first child on August 16, 2015. Yalitza plans to return from maternity leave mid-November</p> <p>-Ashley Taylor could not attend the board meeting because she is having a bridal shower hosted by her colleagues at United Way. She will be married in September.</p> <p><b><u>New Board Members:</u></b></p> <p>- John McCain, Area Superintendent of Durham Public Schools. He has replaced Teresa Daye as Superintendent L'Homme's designee.</p> <p>-Diamond Bethea, Children's Librarian at Durham County Library. She will be Tammy Baggett's designee.</p> <p><b><u>New Staff:</u></b></p> <p>- Mary Jane Dunn was introduced as the Contracts and Accounting Coordinator. Mary Jane is a CPA, and she comes with experience from Wake County Smart Start.</p> <p>-Kate Steber- Kate is an intern who has come to the end of her 680 hours of service learning. She will receive a Master of Social Work and a Master of Public Health at the University of North Carolina at Chapel Hill in December. Kate has been the visionary and implementer of our <i>Early Childhood Mental Health Community Conversation</i> which will become the basis of her master's paper.</p> <p>-Vanessa Collier-Robinson- Vanessa is an intern from the University of North Carolina at Chapel Hill. She will be working through the academic year, 20 hours/week, with a primary role in the Early Head Start program area while Yalitza is on maternity leave.</p> <p><b><u>Guest:</u></b></p> <p>Deric Boston is attending today for Terry David. We plan to receive Deric Boston to the board as the Head Start designee at the next board meeting.</p>		
<b>Consent Agenda</b> - 5/21/15 minutes -Spending analyses (June 2015)	No items were lifted from the consent agenda for additional discussion	<b>It was moved to accept the consent agenda</b> <b>Motion: Mike Lee</b> <b>Second: Ilene Britt</b> Not voting due to	<b>Motion carried</b>

		None	
<b>Agenda Modifications</b>	There were no agenda modifications.		
<b>Public Comment Period</b>	There was no public comment.		
<b>Election to the Board</b>	-Diamond Bethea's biography was presented for review. Diamond will be replacing Tammy Baggett as the designee for Durham County Library.	<b>It was moved to receive Diamond Bethea to the board. Motion: Linda Chappel Second: Karen O'Mansky</b>  Not voting due to conflict of interest: None	<b>Motion carried</b>
<b>Human Resources Consultation</b> -Compensation Plan Document -Position Grades and Salary Ranges	-Under the guidance of consultant Mike Womble at Carolina Human Resources, a salary compensation market study was conducted that included ranking and rating each position to establish appropriate salary ranges. The staff was involved with scoring each position based on an objective criteria. Mike Womble conducted the market study in which DPfC's positions were compared to other like entities in the Triangle region. Peer agencies, as well as other comparable positions in the public and private sector were used as benchmarks to determine if our salary ranges were in line with average pay in our area. Benefits packages were not considered. The proposed compensation plan document offers objective criteria to guide hiring and raises. The salary grades do not differ greatly from the 2010 plan, which was fully implemented in 2012. No position's current salary falls out compliance with the new ranges. Discussion included the following: 1) Does NCPC offer guidance on salary ranges? 2) Doing our own compensation studies is costly and time consuming; 3) How do these salary grades compare with the 2010 plan? (see above) and 4) Given that inflation has been low, it is not surprising that salaries have been relatively flat over the past 5 years.	<b>It was moved to accept the compensation plan document and the position grades and salary ranges as presented. Motion: Bob Ashley Second: Mike Lee</b>  Not voting due to conflict of interest: None	<b>Motion Carried</b>

<p><b>Institute</b></p>	<p>year major grant. As the initial funder of the Touchpoints Collaborative, Oak received a final report for the period Jan, 2013 - June, 2015 for the initial \$300,000 investment. This additional funding of \$300,000 will support ongoing Touchpoints training and the establishment of the Early Childhood Training Institute. The ECTI will include training components of “Family Connections” (with parents experiencing mental health concerns and depression), racial equity and cultural competence, the impact of toxic stress and poverty, and child development interwoven throughout all training components. Paulette Stephens, formerly Touchpoints Coordinator, will move into a new position title with broader responsibilities, Director of Training and Community Engagement. The funding will support this position as well as a part-time Training Specialist, responsible primarily for logistics and administration related to the ECTI.</p> <p>-Some of our partners, such as CCSA and the Exchange Family Center, have strong and well-established training roles. DPfC will make sure not to circumvent and/or duplicate other training efforts that already exist in the community. This institute is an opportunity to leverage and amplify those, and to allow our Touchpoints Collaborative to serve as a launch pad for other training needs that the community has identified. Evaluation is built into the ECTI, measuring not only the impact on the providers who are trained, but also on changed behavior and practice. Direct impact on families with young children served will be evaluated.</p> <p>-The Brazelton Touchpoints Center in Boston has asked us to host a regional Touchpoints Trainer Booster on September 17<sup>th</sup>, for Touchpoints trainers from around the country and especially the southeast. This is a great honor.</p> <p>- At the same time that we were envisioning how we might respond to the need for more cultural competence training to address disparities among young children based on race, culture, ethnicity and gender, NCPC made funding available to host a <i>Leading for Equity</i> retreat. Our proposal was accepted, and DPfC will receive \$5,000 to offset the cost of hosting, space, logistics, and food. NCPC will pay for Open Source Leadership Strategies to be the facilitators. Currently the 2-day retreat is planned for October 29<sup>th</sup> - 30<sup>th</sup>. The attendance goal is 30 with strong board representation.</p>
<p><b>Finance Report</b> -Funding Trends Chart</p>	<p>-The board examined the Funding Trends Chart for internal operating costs, which are primarily spent on personnel. The finance committee recommended using the organizational chart as a way of better understand how various funding streams work, what our financial position is, and how to forecast budget needs for the next 2-3 years. The chart allows us to identify where new funds are needed to support and build capacity.</p> <p>- Bob Ashley added comments about the board development task force, making the connection between board composition with mandated positions and the new reality of a changing context that requires fund development strategies and higher board engagement. New board composition options being considered by the NCPC board will empower us to have more flexibility in how we build our board. The goal is to enhance strong governance and recruit individuals who are committed to early childhood education and who can build relationships with new funding sources and individual donors.</p>
<p><b>Executive Director’s Report</b></p>	<p><b>NC Pre-K:</b> We received another fully compliant monitoring report for FY 14-15. The The new school year begins on August 24. The Summer Training Institute for lead teachers was held, and all child slots have been filled.</p> <p><b>Kick-Off to Kindergarten and Volunteerism:</b> More than 3,000 kindergarteners will be going to school. Next week we will be cheering for children and parents at 5 local schools: Lakewood, Glenn, Forest View, EK Powe, and YE Smith. A team of residents from Carolina Arbors, Windsor Circle employees, Board of Education members, staff and community partners are signed up to volunteer.</p> <p><b>Early Head Start- Child Care Partnership:</b> We are tasked with serving 64 children</p>

through a partnership model. Michael Becketts reported on the discussions with the DSS Board regarding layered funding between EHS and DSS subsidy dollars.

**United Way Collaboratives:** Three new collaboratives will begin receiving funding on September 1. The DELTA collaborative includes five smart start funded partners in a focused streamlined service model for children and families in the Glenn school assignment zone. Our role in EDCI for the United Way effort is to provide transition to kindergarten services at YE Smith and Eastway. A new collaboration with homeless shelter providers will examine how young children are being served based on a self-assessment tool that seeks to enhance the healthy development and well-being of young children in shelters and guide after-care programming as they move into permanent housing with their parents.

**Adjourn**

It was moved to adjourn the meeting at 4:37pm.

- The offices will be closed for the Labor Day holiday on Sept. 7<sup>th</sup>.
- The next Executive Committee meeting will be held on September 24<sup>th</sup> 11-1.
- The next full Board meeting will be October 15<sup>th</sup> 3:00-5:00pm.
- The Racial Equity Retreat will be held at Lyon Park on Oct. 29-30<sup>th</sup>.