



**Executive Committee Meeting
June 18, 2015**

Present: Bob Ashley, Linzie Atkins, Ilene Britt, Cathy Collie, Karen O'Mansky, Joy Sotolongo
Absent/excused: Cathy Collie Staff: Laura Benson, Davida Major

The meeting was called to order at 11:00 am with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
Announcements	-No Announcements		
Consent Agenda	- 04/30/15 meeting minutes -Spending analyses May -DEHS Monthly Update(May)	It was moved to approve the consent agenda. Motion: Karen O'Mansky Second: Bob Ashley	Motion carried
Agenda Modifications	NONE		
Early Head Start – Child Care Partnership (EHS-CCP)	<p>-Laura gave a status report on the new EHS-CCP award. Melissa Mishoe (DEHS Director), and Yalitza Ramos (DPfC Program Coordinator) attended a regional training in Atlanta where significant changes were introduced by the federal officers, causing concern and lack of clarity as to how we are to proceed. Our proposal is to provide child care for 64 EHS children, using EHS funds as the base payment to child care partners and our goal was to gain commitment from DSS to provide the additional hours of care, lengthening the day from a 6 hour EHS day to the optimum of 10 hours.</p> <p>- In our proposal we guaranteed that a fourth of children (16 of 64) would be receiving DSS subsidy. Now, the federal model suggests DSS subsidy provide the core childcare payment to the centers. The EHS funds would then be layered on top of that core DSS funding to provide program level enhancement and the comprehensive services that for those children and classrooms.</p> <p>- The staff met with DSS to discuss this model in order to guarantee that DSS subsidy will be layered with EHS for eligible children. DSS offered the opportunity to submit a proposal to the DSS Board to request a special priority on the DSS waitlist for Early Head Start children.</p> <p>-We are asking DSS for base funding to prioritize approximately 58 children. That would mean DSS would set aside almost \$700K of the \$15M subsidy allotment for these kids, and pay the provider the market rate of \$965/month to our EHS child care partners. Ongoing discussions will be needed to determine if the DSS Board will approve this strategy and how it can be implemented in order to provide a sustainable funding model.</p>		

<p>United Way Funding</p>	<p><u>DELTA Collaborative:</u> The partnership was part of 3 collaborative proposals to United Way. In late May we were awarded through the DELTA collaborative \$204,135 for ten months (September, 2015 – June, 2016). We were one of the highest scoring proposals, although the funding is less than 50% of the requested amount. The scope of work will be reduced, targeting only one elementary school attendance zone (Glenn) instead of two.</p> <p><u>EDCI Collaborative:</u> DPfC was also included as a partner in this proposal. EDCI was awarded approximately 25% of its \$1M request. Our deliverables included TTK and Touchpoints. We will likely prioritize Transition to Kindergarten in that proposal, and perhaps receive approximately \$5K (versus the \$10K ask).</p> <p><u>Ending Family Homelessness Collaborative:</u> This is a collaborative with Genesis Home, Interfaith Hospitality Network, Urban Ministries of Durham, Housing for New Hope and the Partnership. They were the highest scoring application across the whole four county region, receiving \$219,660 (nearly 80% of total request). We requested \$15K, and we will likely get a large percentage of that to provide early childhood consultation services on the family shelter environment and screening and assessment.</p>
<p>Touchpoints</p>	<p><u>Early Childhood Training Institute Proposal:</u> -The Oak Foundation agreed to allow us to submit a multi-year proposal for \$300K. - Oak does not want to be fund more than 50% of the project, and \$300K is 62% of the total projected cost over 3 years. If awarded, Oak funds would be used more heavily in the first two years of the grant period, allowing time to identify other funding. -Oak Foundation indicated that this would a terminal grant, and that we could not request additional money for that project. -The next steps for Oak include fiscal review, full board review, then the Trustees’ final decision. -We are confident that having made it through this portion of the process that funding is highly likely. -The ECTI would include several training components for multi-disciplinary providers in Durham who work with the most vulnerable families with young children. If funded, a part time administrative position would be added to DPfC staff.</p>
<p>Board Engagement</p>	<p><u>Financial Status</u> -The Committee discussed strategies for how to better engage the full board on the overall financial position of the Partnership. Laura discussed the shifts in funding that have occurred over the past five years, with diminishing Smart Start funds and the non-replenishment of unrestricted reserves. -Currently, there are portions of positions within the Partnership that rely on reserves or private grant funding that is not secure for the long-term. -It was agreed that the Board needs to grapple with the reality that all of the programs and services that are needed may not be feasible to fund. Given the interdependence of funding streams that is required to support the internal work of the Partnership, and the varying restrictive versus flexible nature of those streams, this approach was recommended:</p> <ul style="list-style-type: none"> ▪ Create a chart showing the past 5 year trend in funding, the present financial position, and forecast ahead 5 years. ▪ Isolate by component what is funded and what is under- or un-funded and identify internal and external programs or functions that must be maintained and where there is discretion. <p>The purpose will be to help the board determine the funding it is committed to raising to support the infrastructure and capacity of the Partnership. It will be important for the board to consider various scenarios and the decisions it will be faced with if the current trend does not change.</p>

	<p><u>Board Development Committee</u></p> <p>-A meeting will be scheduled under Bob Ashley’s leadership to make a plan for the long term cultivation of Board members. The new model for board composition that is being considered by NCPC and will likely be approved is very attractive, as it allows for fewer specifically mandated positions while maintaining broad community representation. The goals of adopting a new composition structure are to enhance fund raising capacity and to strengthen effective board governance. It was acknowledged that board development is a year-round process that needs to be led by the board.</p>		
<p>Executive Directors Report</p>	<p><u>Personnel Updates:</u></p> <p>-The Partnership recently hired a Contracts & Accounting Coordinator, Ms. Mary Jane Dunn. Mary Jane is a CPA with experience from Wake County Smart Start and the Rural Center. This fills the position vacated by Tina Bernardoni who relocated to Colorado.</p> <p>-Elaine Erteschik, Communications Manager, has entered a teleworking agreement. Laura detailed the criteria used for this decision, including that it will not incur additional cost, it is short term and finite, it comports with the nature of the position, and employee performance. There is a written agreement in place. Elaine will be on site one week / month and will return as needed in an emergency. This gives the Partnership a unique opportunity to explore this increasingly common arrangement and to retain a high performing employee without incurring the cost and disruption of staff turnover.</p> <p><u>Human Resources Consultation:</u></p> <p>-We are continuing work with Mike Womble of Carolina Human Resources, Inc. He is completing a comparative salary analysis, along with a compensation plan document and an assessment of position ratings and salary grades.</p>		
<p>Other Business</p>	<p>None</p>		
<p>Adjournment</p>	<p>-The meeting was adjourned at 12:56 pm</p> <p>UPCOMING DATES:</p> <p>-<u>Partner Appreciation Breakfast:</u> Friday June 19th, 8:30-10:30am (The University Club)</p> <p>-<u>Next Executive Committee Meeting:</u> August 6, 2015, 11:00-1:00pm</p> <p>-<u>Next Full Board Meeting:</u> August 20, 2015, 3:00-5:00pm</p>	<p>It was moved to adjourn the meeting at 12:56pm.</p>	<p>Motion carried</p>