



Board of Directors Meeting

January 21, 2016

Board members present:

Bob Ashley	Michael Becketts	Diamond Bethea	Linda Chappel	Cathy Collie
Drew Cummings	Mike Lee	Karen O'Mansky	Michael Page	David Reese
Delphine Sellars	Joy Sotolongo	James Spencer	Ashley Taylor Jacobs	

Board members absent/excused:

LaDonna Allison	Linzie Atkins	Brenda Berlin	Deric Boston	Ilene Britt
Danielle Caldwell	John McCain	Ann Oshel	Rhonda Parker	Joanne Pierce

Agenda Item	Summary of Discussion	Motion	Action
Call to order	The meeting began without quorum at 3:08 with Introductions and Announcements. The meeting was officially called to order by Karen O'Mansky with quorum at 3:12 p.m. and the Consent Agenda was presented.		
Introductions and Announcements	Laura welcomed new staff: Debbie Abdallah, the Operations Specialist (administration), Taylor Webber-Fields, the Training Support Specialist (Early Childhood Training Institute), and Candice Blount, the Pre-K Program Project Specialist (temporary/seasonal position). The impending inclement weather was noted!		
Consent Agenda - 11/19/15 board minutes - Spending Analyses - DEHS Program Instruction 16-01		It was moved to accept the consent agenda Motion: Mike Lee Second: Delphine Sellars Not voting due to conflict of interest: None	Motion carried
Agenda Modifications	There were no agenda modifications.		
Public Comment Period	There was no public comment.		
Finance and Audit Committee - FY 14-15 Financial Statements and Single Audit	Karen O'Mansky presented the completed audit report (reports have been emailed to the board and bound hard copies were made available), noting that there were no findings nor management letter concerns raised by the independent auditors, Cohn Reznick. She noted by reference to the Annual Report the reality that in FY 14-15 expenses exceeded revenue, relying on reserves. The stellar work of the Partnership's fiscal staff and the correlating strength in the program staff's service delivery and coordination was acknowledged.	It was moved to accept the FY 14-15 Financial Statements and Single Audit Motion: Delphine Sellars Second: Bob Ashley Not voting due to conflict of interest: None	Motion carried
Durham Early Head Start - Federal Review - EHS-CCP Grant – DSS Subsidy Collaboration - 2015 Community Needs Assessment – Executive Summary	<p>-Laura informed the board that the federal monitoring review dates have been set for the original EHS grant in which we are in the 6th year of implementation. A program reviewer and a fiscal reviewer from the 3rd party firm DANYA will be on site Feb. 4th and 5th. Preparations are well underway, including board and policy council member interviews, and parent interviews. We were also just informed that the program will have an additional Environmental monitoring in March.</p> <p>-Laura updated the board on the EHS-CCP conversations regarding collaboration with DSS subsidy in order to provide layered funding as directed by the federal Office of Head Start</p>		

for this Child Care Partnership model. The DSS Board voted in December to approve a request to the state for Durham Early Head Start children to be named as a subsidy priority in Durham County for 16 children (25% of the funded enrollment of 64). An MOU is being developed. Michael Becketts' assistance was acknowledged.

- The Executive Summary of the 2015 Community Needs Assessment was shared. The report was presented to the board in June, 2015, and it is being highlighted today as a precursor to the data discussion later in the meeting. It is also an important document for the board members to use in their other roles as we shape program in response to community need. The board requested the full report. Discussion included how this needs assessment might set the stage for and support the effort for expanding access to pre-k in Durham. It also shows where families are requesting access to services. Data that was used to guide the Program Priority process was available on each table.

Evaluation Report

Joy Sotolongo introduced the FY 14-15 Evaluation Report, which is a high-level report aimed at a general audience (e.g., bus tours, proposal writing) to show the good stewardship of our funding and the integrity of program outcomes. It is not intended to showcase the full range of the Partnership's work. It includes outcomes that are gathered from programs that are funded by several sources: Smart Start, NC Pre-K, Early Head Start, Touchpoints, Transition to Kindergarten, etc. At the March board meeting, additional program data will be presented with recommendations from the Evaluation Committee so that the board can determine how to direct funding and program priorities in order to impact young children in specific areas.

She highlighted the commitment and expertise of the Evaluation Committee, which includes representing UNC-CH, Duke, Durham County, and community leaders. Joy also gave high praise to Megan Gray for her role in creating this report.

The "Our Programs" page is especially helpful for the broad overview of all program areas that DPfC invests in, along with the circle graph that shows what subsets of children 0-5 are in licensed, regulated care and of those, how many were reached by Partnership programs.

Table groups, assigned to one of the three priorities that organize the report (Expanding Access to Care; Promoting Health; Fostering Healthy Development and Empowering Families), discussed the following questions:

- What does this report tell you about what the partnership implemented this past year to address the priority?
- What accomplishments or outcomes were achieved in this priority area?
- Where do you see room for improvement or more work that is needed in the priority area?
- What questions do you have about the partnership's progress in the priority area?

In addition to ways of improving the report, questions and discussion included:

- How can we add descriptive material on the effective impact of DPfC's work?
- Are numbers in the report trending up or down over time?
- How can we use child care wait list numbers in the most accurate way possible, given how they shift at any given point in time based on many factors?
- In order to expand access to care, is it lack of funding, lack of capacity, or both?
- How can we consider the unmet need?
- How is it possible to gather more data on NC Pre-K children / 4 year olds?
- How can we increase awareness of services (home visiting as a strategy for parent / care giver engagement was noted) in areas such as the Mayor's Poverty Reduction Initiative (MPRI) neighborhoods?
- Given that this report doesn't capture the effective work that DPfC does in relationship to other community initiatives, such as the Early Childhood Mental Health Initiative or the MPRI, how can the larger context of the work throughout Durham be described?
- How might a general reader who doesn't have experience in the early childhood world gain a better understanding of the state of Durham's children as a whole?

	<p>- In the broader community, where can we, should we, and must we be active and involved and how does the Partnership’s role add value to the activities led by others?</p> <p>Appreciation was expressed to Joy for the work of the Evaluation Committee.</p>
	<p>Laura reported on the following items:</p> <ul style="list-style-type: none"> ▪ Fund Development Results – since November 1, 2015, 87 donors with gifts totaling \$15,450 have been received. This is up from last year at this time, and it includes a new \$5K individual gift and a new \$2K corporate gift. ▪ Staffing – Laura acknowledged the role of unpaid interns in our staffing plan, and Vanessa Collier-Robinson was introduced. The search process to fill the Program and Evaluation Director position is underway. ▪ New or Emerging Projects and Collaborations <ul style="list-style-type: none"> ○ Pre-K Expansion efforts – Task Force and Resolutions <p>The conversation continues on the potential structure of the proposed task force and how DPfC can be involved. The way that task force members will be named has not been determined. It is agreed that a clear process that includes parents, providers, diverse stakeholders, and subject area experts is critical. Questions include:</p> <ul style="list-style-type: none"> - To whom will the task force be accountable? - What timeframe is reasonable? - What is the scope of the task force’s assignment? - How to define terms like “universal?” - What type of cost models are feasible? - How can we build an expansion model that leverages the services and structures that are already in place in Durham? - What kind of support would the planning process require? <p>Michael Page, Drew Cummings, and Mike Lee did not have anything new to report in terms of official progress on the task force, although the discussion continued to include the question of how DPfC’s role can be best utilized to avoid building a duplicative structure. It was suggested that we look at how other communities have addressed this (a matrix has already been made), and the suggestion of a facilitator was made. An electronic library is also being collected as a baseline source of information to share about high quality pre-k.</p> <ul style="list-style-type: none"> ○ GSK Skills Based volunteers – Finance Executives <p>A volunteer has been identified to build a forecasting model and longer range fiscal strategy for DPfC as one way of addressing our budget deficit.</p> <ul style="list-style-type: none"> ○ Keeping Children Safe – Child safeguarding policies <p>The Oak Foundation has initiated this process that will become required for all its grantees. Keeping Children Safe, an international organization, is Oak’s contractor for this effort, and we are in discussion with them on this process.</p> <ul style="list-style-type: none"> ○ Durham County Promise Zone Education Partner <p>Under Delphine Sellar’s leadership, Durham County is applying for a Promise Zone preference designation. DPfC has accepted the invitation to be an Education Implementation Partner (one of five focus areas), along with Durham Tech, Durham Public Schools, and the Literacy Center. There are many other supporting partners who also have important roles. Delphine shared more information about the scope of the zone (including 18 public schools and a population with 41% poverty level) and how winning this designation would benefit Durham, especially in terms of access to federal grants.</p>
<p>Other Committee Reports and Board Chair Priorities</p>	<p>No additional committee reports were made due to the timing of meetings. Karen shared her goal of establishing a governance committee and continuing the process of making sure that our committee structure is aligned with DPfC’s overall goals and benchmarks.</p>
<p>Adjourn</p>	<p>It was moved to adjourn the meeting at 4:35 pm.</p> <ul style="list-style-type: none"> -The next Executive Committee meeting will be held on February 18, 3-5 p.m. -The next full Board meeting will be held on March 17, 3-5 p.m.