



**Board of Directors Meeting Minutes**

**October 19, 2017**

**Present:** Bob Ashley, Deric Boston, Ilene Britt, Linda Chappel, Cathy Collie-Robinson, Drew Cummings, Ellie Erickson, Phillip Harris, Ashley Taylor Jacobs, Jason Jones, Karen O’Mansky, Donna Rewalt, Delphine Sellars, Queron Smith, James Spencer

**Absent/excused:** Michael Becketts, Diamond Bethea, Brenda Howerton, Mike Lee, Terricka Melton, Michael Page, Joanne Pierce, David Reese

Karen O’Mansky called the meeting to order at 3:35 pm with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
<p><b>Introductions and Announcements</b></p>	<p>Laura welcomed new program staff Jessie Beacham, who began in September, and Deidre Morgan, who began in October. Laura also announced that the new Director of DSS, Ben Rose, began his position and plans to visit the Child Care Resource Center building to meet the Briggs Avenue partners on Oct. 25<sup>th</sup>. DPS also named Dr. Pascal Mubenga as the new Superintendent.</p>		
<p><b>Consent Agenda</b>  <u>Approving:</u>            8/29/17 board minutes;            Smart Start and EHS            Spending analyses; and            Motions from Executive</p>	<p>-Prior to the consent agenda being moved and approved, Queron Smith discussed the process and decision by Executive Committee regarding the change in the benefits allowance policy and the renewal of benefits beginning Nov. 1, 2017. This item was listed on the agenda later in the meeting, and it was the will of the body that the benefits policy update be handled at this time in the meeting.</p> <p>-An administrative error was also corrected in the minutes in the Durham County Non-profit Grant report, completing the sentence to read, “Laura reported on <u>the Durham County Non-Profit Grant funding in the amount of \$15,000 to support TS Gold in NCPK private child care sites.</u>” Underlined words had been inadvertently omitted.</p>	<p><b>It was moved to approve the Consent Agenda.</b></p> <p><b>Motion:</b> Drew Cummings  <b>Second:</b> Jason Jones</p> <p><b>Not voting due to conflict of interest:</b>            None</p>	<p><b>Motion carried</b></p>
<p><b>Agenda Modifications and Public Comment</b></p>	<p>None, other than the benefits policy update noted above.</p>		

<p><b>Board Elections</b></p>	<p>Laura recognized Karen O’Mansky’s service and acknowledged her leadership and commitment to the board. She will continue to serve as the immediate past chair, and she will serve on the Finance and Audit Committee pending her schedule availability.</p> <p>The nomination slate was presented and the following motions were made and approved:</p> <p><b>It was moved to elect Cathy Collie-Robinson and Mike Lee to their respective second 3-year terms. <u>Motion Carried</u></b>  <b>Motion:</b> Drew Cummings    <b>Second:</b> Bob Ashley  <b>Not voting due to conflict of interest:</b> None</p> <p><b>It was moved to elect Ashley Taylor Jacobs and David Reese to their respective third 3-year terms. <u>Motion Carried</u></b>  <b>Motion:</b> Deric Boston    <b>Second:</b> Bob Ashley  <b>Not voting due to conflict of interest:</b> None</p> <p><b>It was moved to elect Cathy Collie-Robinson as the Board Chair. <u>Motion Carried</u></b>  <b>Motion:</b> Bob Ashley    <b>Second:</b> Drew Cummings  <b>Not voting due to conflict of interest:</b> None</p> <p><b>It was moved to elect Phillip Harris as the Board Vice Chair. <u>Motion Carried</u></b>  <b>Motion:</b> Donna Rewalt    <b>Second:</b> Jason Jones  <b>Not voting due to conflict of interest:</b> None</p> <p><b>It was moved to elect Queron Smith as the Board Treasurer. <u>Motion Carried</u></b>  <b>Motion:</b> Ilene Britt    <b>Second:</b> Delphine Sellars  <b>Not voting due to conflict of interest:</b> None</p> <p><b>It was moved to elect Ilene Britt as the Board Secretary. <u>Motion Carried</u></b>  <b>Motion:</b> Ellie Erickson    <b>Second:</b> Drew Cummings  <b>Not voting due to conflict of interest:</b> None</p> <p>It was also noted that the following board members would be appointed to the Executive Committee, including newly elected officers and committee chairs. Currently vacant committee chair positions will be appointed as identified (Evaluation and Governance).</p>
<p><b>NC Pre-K program Report</b></p> <p><b>-NCPK spending analysis, enrollment and slot usage update</b></p>	<p>-Laura presented a written report update regarding NCPK background, DPfC role, payment history, current enrollment status, action to date to address past and current vacancies, and next steps.</p> <p>Discussion included:</p> <p>-Ways to incentivize providers to fill slots and have full attendance as well as clearly stating expectations of providers (re: child enrollment and exit)</p>

<p><b>-Pre-K Task Force Next Steps</b></p>	<ul style="list-style-type: none"> <li>-Attendance requirements and partial pay rules (Laura will bring policy information to next board meeting.)</li> <li>-Importance of monitoring payment and usage through the year</li> <li>-Public perception of expansion plans when current slots not fully utilized</li> <li>-The impact of new classrooms at Whitted School</li> <li>-Staff capacity needed for recruitment and enrollment</li> <li>-Importance of collaborative effort and DPfC’s role to convene all parties</li> <li>-Need to address challenges as they arise and be transparent about process improvements</li> <li>-“A waiting list is not a waiting room” - the challenge of converting a name on the waiting list to a child being served in a classroom was described</li> <li>-Acknowledgement that agencies/program types may have varying needs and motivations for filling available spaces</li> <li>-Move from a seasonal recruitment to a year-round strategy</li> <li>-Opportunity to focus on the agency that has the most open seat availability (DPS) for greatest return on effort</li> <li>-Call for an action plan and goals to continue to analyze wait list, attendance, and turnover metrics.</li> <li>-Continue to build the board’s understanding of the NC Pre-k program, especially as we move into a bold expansion process.</li> </ul> <p><b>It was moved to approve the NCPre-K Spending Analysis (Sept. 2017). Motion:</b> Drew Cummings    <b>Second:</b> Bob Ashley    <b><u>Motion Carried</u></b> <b>Not voting due to conflict of interest:</b> None</p> <p>-Linda Chappel reported on the activities since the April, 2017 report of the Pre-K Task Force. She described the Supply and Demand study which CCSA will perform under contract with Durham County. Linda explained the ways that board members, partners, families and providers will be intentionally engaged.</p>
<p><b>Allocations Process Working Group</b></p>	<p>-Due to time limitations, the Board was referred to the working group notes for their review.</p>
<p><b>Benefits Policy Update</b></p>	<p>-See note above in the consent agenda.</p>
<p><b>Executive Directors Report</b></p>	<p>-Due to time limitations, the Executive Director’s report was not delivered.</p>
<p><b>Other Business and Adjourn</b></p>	<ul style="list-style-type: none"> <li>-The meeting adjourned at 5:00 p.m.</li> <li>-Next Full Board Meeting: November 16<sup>th</sup>, 2017.</li> <li>-Next Executive Committee Meeting: December 14th, 2017</li> </ul>