



**Board Meeting**  
**March 19, 2015**

**Board members present:**

LaDonna Allison	Bob Ashley	Linzie Atkins	Tammy Baggett	Ilene Britt
Cathy Collie	Drew Cummings	Teresa Daye	Keeva Kase	Mike Lee
Karen O'Mansky	Michael Page	Joanne Pierce	Delphine Sellars	Jim Spencer (elected)
Ashley Taylor	Kara Turner			

Non-voting: Jennifer Kadel (Fuqua), Victoria Smith (Fuqua), Rhonda Stevens (non-voting, for Michael Becketts)

**Board members absent/excused:**

Brenda Berlin	Danielle Caldwell	Linda Chappel	Terry David	Ann Oshel
Rhonda Parker	David Reese	Daniel Robinson	Joy Sotolongo	

**Guests:** Galesia Williams

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 3:05 pm		
<b>Announcements and Introductions</b>	<p>-Galesia Williams, an NCCU senior, introduced herself as an intern at Durham County Department of Public Health.</p> <p>-Sadly, Linzie reflected on the unexpected passing of board member Dinah Parker. Laura was honored to be invited to share words on behalf of the Partnership at her home-going funeral service. Linzie asked the board to approve the drafting of a resolution to present to Dinah Parker's family.</p> <p>-Andrew Parker (Dinah Parker's husband) stopped by to personally thank the Partnership for their support.</p> <p>- Linzie expressed sympathy to Melissa Mishoe (DEHS director) on her mother's death.</p>	<p><b>It was moved that the Partnership draft a resolution in honor of Dinah Parker's commitment to early childhood education.</b></p> <p><b>Motion: Teresa Daye</b>  <b>Second: Delphine Sellars</b></p> <p>Not voting due to conflict of interest: None</p>	<b>Motion carried</b>
<b>Resignations and Election to the Board</b>	<p>-The resignations of Patrick Hannah and David Covington, both due to increased duties, have been received and accepted. Hannah has been elected to the RDU Airport Authority Board which limits his availability to serve here.</p> <p>-Jim Spencer is nominated to the Board representing the Local Interagency Coordinating Council, as recommended by the LICC and confirmed by David Covington as an excellent candidate. The role of the LICC was described and Jim was introduced.</p>	<p><b>It was moved to elect Jim Spencer to the Board.</b></p> <p><b>Motion: Drew Cummings</b>  <b>Second: Bob Ashley</b></p> <p>Not voting due to conflict of interest: None</p>	<p><b>Motion carried</b></p> <p><b>Motion</b></p>

	<p>-Gayle Harris, Director of the Department of Public Health, has also tendered her resignation due to increased duties. Ms. Harris has designated Joanne Pierce, Deputy Director, to serve on her behalf. Joanne was introduced.</p> <p>-Teresa Daye informed the board that she would be retiring on May 29 from Durham Public Schools. A designee of the Superintendent of DPS will be named.</p>	<p><b>It was moved to accept Joanne Pierce to the Board.</b>  <b>Motion: Ilene Britt</b>  <b>Second: Drew Cummings</b>  Not voting due to conflict of interest: None</p>	<p><b>carried</b></p>
<p><b>Consent Agenda</b>  -1/15/15 meeting minutes  -Spending Analyses; DEHS Monthly Report; DEHS credit card expenditures (Oct-Dec); EHS Program Instruction and ERSEA notice</p>	<p>No items were lifted from the consent agenda for additional discussion.</p>	<p><b>It was moved to accept the consent agenda.</b>  <b>Motion: Keeva Kase</b>  <b>Second: Drew Cummings</b>  Not voting due to conflict of interest: None</p>	<p><b>Motion carried</b></p>
<p><b>Agenda Modifications</b></p>	<p>There were no agenda modifications.</p>		
<p><b>Public Comment</b></p>	<p>There was no public comment.</p>		
<p><b>Treasurer's Report</b>   <b>2<sup>nd</sup> Qtr. Budget to Actuals-Internal Operating Budget</b></p>	<p>-Karen O'Mansky presented the 2<sup>nd</sup> Quarter budget to actual report with explanations as contained in the notes on the report. YTD actual revenue is at 55% of the budget and expenses are at 47%, showing \$7,077 YTD revenue ahead of expenses as of 12/31/14.</p> <p>-Laura reported that the individual contributions reported on at the January board meeting are not reflected in this 2<sup>nd</sup> Quarter report; they will be reflected in the 3<sup>rd</sup> Quarter based on date of receipt.</p>	<p><b>It was moved to approve the 2<sup>nd</sup> Quarter Budget to Actuals Report.</b>   <b>Motion: Finance Committee</b>  <b>Second: Delphine Sellars</b>  Not voting due to conflict of interest: None</p>	<p><b>Motion carried</b></p>
<p><b>20<sup>th</sup> Anniversary Gala - "Kids Rock"</b></p>	<p>-Members of the <u>20<sup>th</sup> anniversary committee</u> reported on <u>planning progress</u>. Keeva Kase reported that the event will be held April 23, 2015 at the Museum of Life and Science. The committee set an assertive fundraising goal of \$120,000. \$5000 from PNC (Silver Sponsor) and \$2500.00 from Blue Cross Blue Shield (Bronze sponsor) has been committed. Four tables are sold at \$1000.00/table. The committee is reaching out to additional sponsors and encourages the board to assist.</p> <p>- <u>Delphine Sellars and Kara Turner</u> provided a dynamic description of the <u>silent auction of children's rocking chairs</u>, tied to the event theme, "Kids Rock." Ten chairs will each have a minimum of \$500 worth of goods.</p> <p>-<u>Other event highlights</u> were described, including a prerecorded video of Governor James B. Hunt and Nnenna Freelon making a guest appearance with her song, "One Child." The \$100 ticket price was discussed. The Board was encouraged to attend and strongly support the event.</p>		

**Executive Director's Report**

-Laura advised the board that they would hear more results from the February 12<sup>th</sup> Board workshop on making data driven decisions at a later date. Laura further reported the following on major grant progress.

**Early Head Start**

-The current EHS grant requires a 5-year application (v. 1 year) to be submitted on April 1. The submission includes a new community assessment, 5-year budget projections, and 5-year school readiness goals for infants and toddlers in the program. Dr. Sarah Heinemeier provided pro bono facilitation for the goal-setting process with the full DEHS staff. The application and budget will be approved by Policy Council and the DPfC Executive Committee prior to submission. The impact of this change will be seen most significantly in annual monitoring by a federal review team that will look intensively at one service area at a time, rather than a review every three years on the entire program.

-Early Head Start-Child Care Partnership (EHS-CCP): This application (8/20/14) was not selected for funding in the first announcement (12/10/14). DPfC was offered the opportunity (2/26/15) to accept funding (to be dated 3/1/15-9/30/16), with full funding per the proposal plus additional financial and program planning funds for implementation over 18 months (~\$1.7M). Moving quickly, the key now is to look at specifics of program implementation with child care partners to serve 64 children (8 classrooms). Our plan is to convene a group of community leaders to discuss in detail what it will take for Durham to serve these children, specifically to bridge the gap between the 6-hour day (proposed) and the 10-hour day (ideal), requiring additional funds to make up the reimbursement gap to partners. The board agreed that this is very positive for the community while acknowledging the concern in how to offer a sustainable 10 hour day. The viability of serving fewer children for the 10 hour day without the need for additional funds was also discussed.

**United Way and Collective Impact Funding Model**

United Way of the Greater Triangle (UWGT) is shifting its former partner agency funding model to a new community impact model, building on a proven two generation strategy (parents/grandparents and children), to strengthen families, increase school readiness, and enhance economic strength and stability within the community. Ashley Taylor added context to UWGT's direction and expressed UW's need for community leaders to volunteer to read applications. DPfC convened four additional partners that are both Smart Start and United Way funded in response to this new request for collaborative proposals. The proposal to be submitted (4/10/15) under the name DELTA (Durham Early-Childhood Learning Two-generation Alliance) plans to focus on young children and families living in the Glenn and Merrick Moore school attendance zones. Partners include CCSA, Center for Child & Family Health, Exchange Family Center, and Communities in Schools of Durham. DPS is also a partner (not seeking funding). Zones were selected on data that demonstrated significant risk factors in the areas of economic security, family wellbeing and school readiness. If funded, DPfC would serve in a program coordination role and offer Transition to Kindergarten services.

DPfC was invited as a partner agency to join the EDCI collaborative application (Touchpoints and Transition to Kindergarten). DPfC is also a partner in the Ending Family Homelessness Collaborative, serving in a consulting role to address needs of young children and their parents experiencing homelessness in family shelters and transitioning into supportive housing. United Way expects to announce the first round of funding decisions on May 15, effective July, 2015.

<p><b>Executive Director's Report (cont.)</b></p>	<p><b><u>Touchpoints and Early Childhood Training Institute</u></b></p> <p>June signals the end of the initial 30-month Touchpoints grant (1/1/13-6/30/15) that has produced significant evaluation results and positive impact among 64 Touchpoints trained practitioners in 13 agencies. Not only is there high demand for more Touchpoints cohorts (10 agencies have requested training for approximately 350 service providers), but additional training needs have been identified: Family Connections (integrated into Early Head Start nationally and focused on families impacted by depression and other mental health issues), cultural competency and racial equity, the impact of poverty and toxic stress, and comprehensive early learning and development. The primary Touchpoints funder (Oak Foundation) has been engaged consistently, and discussion about renewed funding has been a priority since last fall. An executive summary “white paper” was submitted per the funder’s request (2/2/15). Approval has been given to submit another \$300,000 multi-year (3 year) proposal (4/1/15) for an <u>Early Childhood Training Institute</u> with the expectation that in year 3 this funder would represent less than 50% of the total project cost.</p> <p><b><u>Capacity Building-Human Resources and Fund Development</u></b></p> <p>-<u>Mike Womble of Carolina Human Resources</u>, with extensive familiarity with Smart Start partnerships, has been engaged for a multi-faceted human resources analysis: 1) Perform compensation study, including reviewing and rescoring all positions based on objective criteria and benchmarked against comparable agencies. 2) Revise Personnel Policy Manual for consistency and compliance. 3) Update all job descriptions, reassign salary grades as needed, and link them more effectively with performance evaluations. A graduate MPA student team from the UNC School of Government has also been engaged this semester to provide recommendations for on-boarding and institutional transfer of knowledge protocols.</p> <p>-<u>Triangle Community Foundation</u> received DPfC’s application for a capacity-building project. Following a site visit (1/13/15), TCF approved DPfC to apply for Phase II of its grant cycle (skipping Phase I because of the multiple organizational assessments that have already occurred – Durham County, Strategic Planning, etc.). A proposal for approximately \$15K to develop a new website will be submitted (5/31/15) to address critical issues identified in the strategic plan (fund development, new stakeholder engagement).</p> <p>- To continue to grow as an organization, the board can step up in areas of engagement, participation, using and leveraging expertise, and raising investment.</p>
<p><b>Other Committee Reports</b></p>	<p><b>Community Awareness</b> – Bob Ashley reported on Kindergarten Registration week, April 12-18, in collaboration with DPS, to increase the number of kindergartners registered early and in class on the first day of school. The Herald- Sun has donated two Sunday edition ads for the 20<sup>th</sup> anniversary gala event.</p> <p><b>Evaluation</b>-Joy Sotolongo could not attend. (See reference above to February Board workshop on using data to inform strategic program decisions.)</p> <p><b>Allocations</b>- Cathy Collie described this stage of the process in which the committee requests information from funded partner applicants (through staff) prior to submitting rating scores. A recommendation will come to the board in May.</p> <p><b>School Readiness</b> –Ilene Britt did not report.</p> <p><b>Investment</b>- On behalf of Harold Sellars, Laura reported that the committee meets twice per year to ensure the 401K retirement plan complies with investment policies.</p> <p><b>Leadership Symposium at the Smart Start Conference - May 7th.</b> Laura invited board leaders to attend, followed by the closing luncheon. Fund development will be a key focus of the Leadership Symposium.</p>
<p><b>Adjourn</b></p>	<p>It was moved to adjourn the meeting at 4:20 pm. <b>Next meeting – May 21, 3:00 pm</b></p>