



Board of Directors Meeting Minutes

May 18, 2017

Present: Bob Ashley, Diamond Bethea, Deric Boston, Ilene Britt, Linda Chappel, Cathy Collie-Robinson, Drew Cummings, Jason Jones, Phillip Harris, Brenda Howerton, Karen O’Mansky, Joanne Pierce, David Reese, Delphine Sellars, James Spencer

Absent/excused: Michael Becketts, Ellie Erickson, Ashley Taylor Jacobs, Mike Lee, John McCain, Terricka Melton, Michael Page, Donna Rewalt, Queron Smith

Guests: Dr. Jessica Lowery **Staff:** Laura Benson, Brittany Gregory, Danielle Johnson, Alicia Vorholt

Karen O’Mansky called the meeting to order at 3:07 pm with a quorum.

Agenda Item	Summary of Discussion	Motion	Action
Introductions and Announcements	Dr. Jessica Lowery, Executive Director of the Robeson County Partnership for Children, was introduced and welcomed as a guest. She is gathering information from other partnerships on board meetings and consent agendas.		
Consent Agenda <u>Approving:</u> 3/16/17 board minutes; March spending analyses (EHS and EHS-CCP); April spending analyses (Smart Start and NC Pre-K); DEHS Monthly Report (March); DEHS Credit Card report (March) <u>Receiving:</u> Program Instruction-Head Start-17-02 (Funding increase – COLA)	-It was noted that the consent agenda does not contain the 3/16/17 board minutes. They will be approved at the next board meeting.	It was moved to approve the Consent Agenda items. Motion: Brenda Howerton Second: Delphine Sellars Not voting due to conflict of interest: None It was moved to receive the Program Instruction-Head Start-17-02. Motion: Phillip Harris Second: Brenda Howerton Not voting due to conflict of interest: None	Motion carried Motion carried
Agenda Modifications and Public Comment	None		

<p>Finance Committee Report</p> <p>-3rd Quarter Budget to Actual Report</p>	<p>-Karen presented the 3rd Quarter Budget to Actual report on behalf of Queron Smith and the Finance Committee. She highlighted several revenue items, including exceeding the conservative individual donor goal, not meeting the new private grant goal yet, and the reliance on reserves. That figure will decrease by year-end, with some expenses being eligible for reclassification to other revenue sources. On the expense side, no items were noteworthy. There were no questions from the board.</p>	<p>It was moved to approve the 3rd Quarter Budget to Actual report.</p> <p>Motion: Finance Committee Second: Brenda Howerton</p> <p>Not voting due to conflict of interest: None</p>	<p>Motion carried</p>
<p>Allocations Committee</p> <p>-Smart Start Funding Recommendation FY 17-18</p>	<p>Cathy Collie-Robinson reported on the rigorous allocations process and the work of the allocations committee for the past 6 months. The board was reminded that the process was reported on at each board meeting over this time. Board members who are part of the allocations committee were acknowledged, and the members of the committee with expertise were named. Cathy referenced the deep discussions that the committee had in monthly meetings, along with using the rating tool rubric, attending the applicant presentations, and asking follow up questions to the applicants. The committee used an assumption of flat funding for the new fiscal year. The rating tool was shared with the board along with a chart showing the scores for each proposal on each criteria. The board packet also included a chart with what each partner requested versus what funding recommendation was being made.</p> <p>The board’s discussion included the following topic areas:</p> <ul style="list-style-type: none"> ▪ How to make the process more meaningful for all board members, including the possibility of putting proposals in an accessible drop box. ▪ The role of presentations in the rating process and the suggestion to rework the rating tool with redefined weights to reflect renewed board priorities ▪ NCPC’s allowance for P&E funds to be requested without a proposal ▪ Interest in deeper understanding of use of Smart Start admin dollars ▪ Considerations of how to use increased amount of community data ▪ What policy the board might set for the authority of committees ▪ Recommendation to set up meetings quickly to review allocations process and steps for the goal of increased board engagement <p>Cathy introduced each motion from the Allocations Committee, and the Conflict of Interest chart was read for each activity prior to the vote.</p> <p>Healthy Families Durham (Center for Child & Family Health) – \$323,797. Motion: Allocations Committee Second: Phillip Harris Not voting due to conflict of interest: none Motion carried unanimously</p>		

Wage\$ (State contract managed by CCSA) - \$609,922
Motion: Allocations Committee
Second: Joanne Pierce
Not voting due to conflict of interest: Deric Boston, Linda Chappel
Motion carried unanimously

Smart Start Scholarship Program (CCSA) – \$3,085,127.
Second: Bob Ashley
Not voting due to conflict of interest: Deric Boston, Linda Chappel
Motion carried unanimously

School Readiness Quality Enhancement (CCSA) –\$186,379
Motion: Allocations Committee
Second: Jason Jones
Not voting due to conflict of interest: Deric Boston, Linda Chappel, Brenda Howerton
Motion carried unanimously

Early Childhood Outreach Program/EChO (Exchange Family Center) – \$186,216
Motion: Allocations Committee
Second: Deric Boston
Not voting due to conflict of interest: none
Motion carried unanimously

Advancing School Readiness (CCSA) – \$199,983
Motion: Allocations Committee
Second: Phillip Harris
Not voting due to conflict of interest: Deric Boston, Linda Chappel, Brenda Howerton
Motion carried unanimously

Welcome Baby (Durham County Cooperative Extension) –\$188,667
Motion: Allocations Committee
Second: Joanne Pierce
Not voting due to conflict of interest: Drew Cummings, Brenda Howerton
Motion carried unanimously

Childcare Education and Referral Program (CCSA) – \$172,101.
Motion: Allocations Committee
Second: Jason Jones
Not voting due to conflict of interest: Linda Chappel
Motion carried unanimously

Incredible Years Teacher Classroom Management Program (CIS of Durham) – \$44,549
Motion: Allocations Committee
Second: Bob Ashley
Not voting due to conflict of interest: Brenda Howerton
Motion carried unanimously

	<p>The Family Support Program (El Centro Hispano) –\$59,445 Motion: Allocations Committee Second: Brenda Howerton Not voting due to conflict of interest: none Motion carried unanimously</p> <p>Program Coordination and Evaluation (DPfC) – \$285,016 Motion: Allocations Committee Second: Phillip Harris Not voting due to conflict of interest: Brenda Howerton Voting No/Opposed: Linda Chappel Motion carried</p> <p>Reach Out And Read (Duke Health) –\$0 Motion: Allocations Committee Second: Phillip Harris Not voting due to conflict of interest: none Motion carried unanimously</p> <p>Book Babies (Book Harvest) –\$0 Motion: Allocations Committee Second: Phillip Harris Not voting due to conflict of interest: none Motion carried unanimously</p>
<p>Community Updates – Impact and Implications</p> <p>-State of Durham’s Young Children Report (4/21/17) -Durham Early Education/Pre-K Task Force Report (4/27/17) -Smart Start Conference and Leadership Symposium (5/2-5/4) -Advocacy Education</p>	<p>Board members addressed the community level projects that have been underway, including the State of Durham’s Young Children’s Report, the Pre-K Task Force, and the Smart Start Conference and Leadership Symposium.</p> <p>Discussion focused primarily on pre-k expansion:</p> <ul style="list-style-type: none"> ▪ Energy and excitement built and the potential of the County taking a lead to coordinate efforts going forward ▪ The ambitious timeline for the task force’s work necessitates keeping an urgency about the work along with the challenge of keeping the coalition together for the longer-term work ahead ▪ The necessity of aligning our pre-k standards across the community with an unwavering commitment to quality and support of the workforce ▪ Community-wide support for Whitted’s success along with the need to recruit 4 year olds across the county for all pre-k site options within the NCPK, Head Start, and Title I arenas and focus on parent engagement
<p>OTHER BUSINESS and ADJOURN</p>	<p>-The meeting adjourned at 4:55 p.m.</p>