

**CABARRUS PARTNERSHIP FOR CHILDREN  
BOARD OF DIRECTOR'S MEETING  
TUESDAY, MARCH 14, 2017**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, March 14, 2017 at 12:00 noon at the Partnership office. Board Chair Robert Furr presided over the meeting.

**These board members were present:**

- |                             |   |
|-----------------------------|---|
| 1. Virginia Amendum         | Community/Business                        |
| 2. Rob Betler               | Community/Business/Finance Representative |
| 3. Rose Staples Deese       | Community/Business/Attorney               |
| 4. Jeanne Dixon             | Community/Business                        |
| 5. Robert Furr              | Government                                |
| 6. Cecelia Graves           | Head Start Parent/Policy Council Chair    |
| 7. Steve Morris             | Government                                |
| 8. Maureen O'Bryan          | Services/Early Childhood Representative   |
| 9. Yolanda Simms            | Community/Business                        |
| 10. Hilary Smith            | Services                                  |
| 11. Denisha Torrence-Nesbit | Government                                |

**Quorum was established**

**These board members were absent:**

- |                  |            |
|------------------|------------|
| 1. Gale Coor     | Government |
| 2. Amos McClorey | Services   |
| 3. Hilary Smith  | Services   |

**These staff members and guests were present:** Ann Benfield, Stephanie Bynum, Katie Boudet (Head Start/CCS), Beth Gilbert (contracted evaluator), Sara Rudolph (contracted Head Start).

**Welcome & Introductions**

Robbie Furr welcomed everyone to the meeting and thanked them for attending. Robbie explained the new format for the agenda that will be used for board meetings. He requested each member complete the meeting evaluation form at the conclusion of the meeting.

**Approval of Agenda**

Denisha Torrence-Nesbit made the motion to approve the agenda.

2<sup>nd</sup>: Jeanne Dixon

The motion passed unanimously.

**Consent Agenda**

Consent Agenda items were emailed to members prior to the meeting. Yolanda Simms had questions about the Finance Report – the Building Healthy Lifestyles Activity (Smart Start). Jeanne Dixon made the motion to approve the following items on the consent agenda: The Minutes of February 28, 2017, the ED Report, Program Oversight Committee minutes from February 28, 2017, and Governance Committee meeting minutes from March 2, 2017.

2<sup>nd</sup>: Rob Betler

The motion passed unanimously.

Finance Report: Further discussion about the Building Healthy Lifestyles activity ensued. The staff informed the board that UNC-C is currently meeting both fiscal and programmatic monitoring goals. One child care center that does not accept subsidized children was dropped from the program for the current fiscal year. No additional issues are known at this time.

Ann Benfield reported that Cabarrus County Schools has been submitting required supportive documents for FY16-17. She is working with Kelly Klutz of CCS to determine if required FY15-16 documentation will be provided. Ann is unsure if this documentation will be provided.

Yolanda Simms made the motion to accept the Finance Report as presented.

2<sup>nd</sup>: Maureen O' Bryan

The motion passed unanimously.

**Action Items:**

**Smart Start Program Plan FY17-19**

Ann thanked the members of the Program Oversight Committee for their time and dedication to reviewing the proposals submitted for FY17-19: Gale Coor, Chrisite Honeycutt, Maureen O'Bryan and Hilary Smith. Ann reported that the POC also heard information and data from Beth Gilbert, contracted evaluator, about the new Smart Start Measures of Impact (formerly PBIS). The POC recommendations for FY17-19 were provided to each committee member, including the ranking of activities, via handout and email.

Stephanie Bynum presented some proposed modifications to the current Parents as Teachers CAD to reflect the inclusion of the Attachment Biobehavioral Catch-up (ABC) intervention. Families First, the county's PAT provider, is currently receiving free ABC training through Duke University.

**Program Oversight Committee recommendations for Programs for FY 17-19:**

Child Care Related								
Activity	DSP	Evidence Based/Evidence Informed	Include	Deny	Motion	2nd	Opposed	Comments
Dual Subsidy Admin	Partnership	EI	Mandatory		Christie Honeycutt	Hilary Smith		
NC Pre-K Program Support (Admin)	Partnership	EB	Mandatory		Christie Honeycutt	Hilary Smith		
Child Care Health Consultants	Partnership	EI	1		Christie Honeycutt	Hilary Smith		
Building Healthy Lifestyles	UNCC	EB	3		Hilary Smith	Maureen O'Bryan		
Inclusion Services	TCFF	EI	2		Christie Honeycutt	Gale Coor		
Incredible Years	Creative Counseling	EB	4		Christie Honeycutt	Gale Coor		Resubmit budget for Dinosaur School, with further explanation of program
WAGES	State Level Contract	EI		5	Maureen O'Bryan	Hilary Smith		
Activity	DSP	Evidence Based/Evidence Informed	Include	Deny	Motion	2nd	Opposed	Comments
Family/Health/Other								
Incredible Years	Creative Counseling	EB		9	Hilary Smith	Christie Honeycutt		

ABCD	Community Care	EB	1		Gale Coor	Christie Honeycutt		
Family Education & Outreach	Partnership	EI	4		Hilary Smith	Gale Coor		
Celebrating Families!	Families First in Cabarrus County	EB	2		Christie Honeycutt	Maureen O'Bryan		
Parents as Teachers	Partnership	EB	3		Maureen O'Bryan	Hilary Smith		
Emergency Dental	Cabarrus Health Alliance	EB	7		Christie Honeycutt	Hilary Smith		
Project Baby Reach	Family Support Network	EI	5		Maureen O'Bryan	Christie Honeycutt		
Reach Out and Read	Community Care	EB	8		Gale Coor	Maureen O'Bryan		
Public Education & Assessment	Partnership	EI	6		Maureen O'Bryan	Gale Coor		
Program Management/Evaluation	Partnership	EI	Mandatory		Maureen O'Bryan	Gale Coor		

Ginny Amendum made the motion to amend the PAT CAD as proposed and accept the POC recommendations for FY17-19 Annual Plan, with the aforementioned CAD edit to replace the current PAT CAD.

<sup>2nd</sup>: Rob Betler

The motion passed unanimously.

### **Mission Moment**

Ann shared the exciting news that Aurora Swain, Families First of Cabarrus County, is a finalist for the SEED20 competition and encouraged all board members to vote for her daily. Ann will share the link via email. The SEED20 event will be held on March 27, 2017 at 5:30 p.m. the Blumenthal Performing Arts Center. Families First is the only Cabarrus county nonprofit in this year's competition.

### **Emergency Leadership Transition Plan for Executive Director & Board Chair**

Ann presented handouts from Board Source on Emergency Leadership Transition Plan and Succession Planning for ED & Board Chair that she received at the last ED Forum. Ann Benfield encouraged all board members to read/review information so all board members can be involved in developing an Emergency Leadership Transition Plan and a Succession Plan for the ED & Board Chair. Robbie asked the Governance Committee to review and make recommendation for the board's consideration. The Governance Committee is currently in the process of reviewing the Partnership's ByLaws and Board Job Description, but will work on these plans in the coming months.

### **Head Start Monthly Report**

Katie Boudet shared the Head Start Program Report for the month of February 2017. Katie and Sara Rudolph answered questions about the Annual Self-Assessment and Written Service Plan and process of receiving children's applications for HS for next school year. CCS will take HS applications until a new grantee is appointed. At this time, Ann does not have any new information to share about the status of the HS grant. Lisa Goldman, Region IV Head Start, will be available for questions at the April meeting.

### **Leading for Equity Retreat – Great Wolf Lodge (3/20/2017)**

Ann Benfield reported that 54 community leaders have confirmed attendance at the upcoming Leading for Equity Retreat at Great Wolf Lodge. The Partnership received \$7500 from the Cannon Foundation to help cover retreat expenses.

Additional corporate donations were received from Duke Energy (\$2100) and the NC SSA (\$500).

Stephanie asked board members who would like to accompany her on visits with Direct Service Providers to please let her know in advance. A schedule of upcoming programmatic monitoring visits was previously emailed to members.

Robbie encouraged members to complete the aforementioned evaluation form and leave on table.

The next meeting is scheduled for Tuesday, April 25, 2017 at noon at the Partnership's office.

Cecelia Graves made the motion to adjourn the meeting.

2<sup>nd</sup>: Denisha Torrence-Nesbit

With no further business, the meeting was adjourned at 1:15 pm.

Respectively Submitted,

Stephanie Bynum