

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
Wednesday, April 28, 2021**

The Board of Directors of the Cabarrus Partnership for Children met on Wednesday, April 28, 2021, at 12:00 noon via Zoom meeting, which was advertised on our website and in our newsletter. Board Chair Waynett Taylor presided over the meeting.

These board members were present:

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|------------------------|---|
| 1. Jackie Whitfield | Community/Faith Community/Advocate |
| 2. Karen Calhoun | DHS/Government |
| 3. Danielle Mauldin | Services |
| 4. Beth Street | Attorney/Government |
| 5. Steve Morris | County Commissioner/Government/Business Owner |
| 6. Waynett Taylor | Services |
| 7. Dr. Rosolena Conroy | Community/Pediatrician/Counselor |
| 8. Rachel Brazil | Services |
| 9. Carla Brown | Government |

These board members were absent:

- | | |
|-------------------|---------------------------|
| 1. Jeanne Dixon | Community/Advocate |
| 2. Amos McClorey | Services/NAACP |
| 3. Joseph Houston | Duke Energy/Business |
| 4. Gil Small | Community/Faith Community |

A quorum was present.

These staff members and guests were present: Ann Benfield, Ariel Ayers, Lauren Westin, and Contracted Evaluator, Beth Gilbert.

Welcome, Introductions, Vice Chair's Remarks:

Ann Benfield and Waynett Taylor welcomed board members and thanked everyone for attending.

Approval of Agenda:

The Board reviewed the agenda for today's meeting.

Rachel Brazil made a motion to approve the agenda as is.

2nd: Jackie Whitfield

All were in favor.

Consent Agenda:

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of February 23, 2021 Board Meeting, April 2021 ED Report, FY 20-21 SS Expenditures, FY20-21 NCPK Expenditures, and FY20-21 Other Funds Report.

Jackie Whitfield made a motion to approve the consent agenda as listed.

2nd: Rachel Brazil

All were in favor.

Reallocation of FY20-21 Smart Start Funds:

Ariel Ayers presented that a reallocation will be needed to move some reverted funds to other programs in need, but they want to move that final reallocation as close to the end of year deadline as possible. She requests that the board of directors allow the Executive Committee to reallocate Smart Start Funds at the May Executive Committee meeting. Ariel Ayers also noted that it is time to bid out the insurance provider for the Partnership and requested that any suggestions of possible carriers be emailed to she and Ann.

Karen Calhoun made the motion to move the Reallocation of FY20-21 Smart Start Funds to the May Executive Committee Meeting.

2nd: Jackie Whitfield.

All were in favor.

Program Oversight Committee Report:

Lauren Westin presented that the Program Oversight Committee has been working hard reviewing proposals and determining appropriate programming for next year, as well as making some necessary Contracted Activity Description (CAD) updates for the current and forthcoming fiscal years.

Coming as a recommendation from the Program Oversight Committee, the following CADs were reviewed for approval by the board:

For FY20-21 and FY21-22 – Early Education Liaison:

Rowan Cabarrus Community College (RCCC) will provide an Early Education Liaison (EEL) services to address administrator business education and teacher education in Cabarrus County. This position program will serve as a liaison between the community college and child care facilities in Cabarrus County and be responsible for managing and conducting communications with students concerning their enrollment and retention. In addition to serving as a liaison between the community college and child care facilities the position staff will provide program advisement for new and existing students, academic support and resources such as referrals for tutoring and scholarship programs (such as T.E.A.C.H.) to meet student educational needs. The EEL program will visit child care facilities with emphasis on the recruitment of early educators in all child care facilities. The EEL program will also provide oversight for students in certificate diploma apprenticeship or degreed programs and help student transition to a bachelor degree program once program is complete. Surveys will be conducted on student needs and satisfaction to assist in planning and addressing student needs. Individual Professional Development Plans will be completed with early educators working in any participating child care center. The EEL program will collaborate to continuously assess the educational needs of Cabarrus County Early Educators. Stipends and/or scholarships may be awarded to participants by the EEL staff per the program guidelines. Smart Start funds may be used to provide supervision of program components administrative support and other related program expenses such as office supplies service-related supplies travel employee training printing and meeting expenses.

For FY21-22:

Child Care Health Consultation (CCHC):

The Child Care Health Consultation model follows the North Carolina CCHC Service Model for implementation of the activity by providing the following services to child care facilities, staff and others as needed. Services that are provided using Smart Start dollars in this activity include: (1) Technical assistance: Technical assistance (in the form of consultation and coaching) provided to early childhood educators working in start-up, licensed and G.S. 110 child care facilities serving children birth to five years old. The Technical Assistance will be focused on improving the capacity of providers to identify and promote healthy and safe environments for children in child care settings. (2) Training for child care providers: Training for DCDEE credit hours provided on health and safety education related topics and coordination of CEU opportunities. The NC Child Care Health and Safety Assessment will be used to conduct classroom-based assessments to develop a quality improvement plan, informing technical assistance and training. Documentation is maintained for all technical assistance and training. The Child Care Health Consultant (CCHC) is a Registered Nurse with a Degree in Nursing (ASN or BSN) or a health professional with a minimum of a Bachelor's Degree in health education or a health-related field. The health professional is or will become a qualified CCHC in North Carolina through the completion of the NC Child Care Health Consultant Training Course and receipt of a certificate of qualification. Smart Start funds may be used to provide supervision of program components, administration support, and related program expenses such as office supplies, travel, employee training, and refreshments at provider's trainings. Services will be provided in Cabarrus County and Stanly County through a shared services contract. Health and safety materials based on needs identified in the NC Child Care Health and Safety assessment, may be provided to eligible participants in accordance with locally approved policies & procedures.

Assuring Better Health and Development (ABCD):

The Assuring Better Child Health and Development (ABCD) model improves the quality of child development services in primary care medical practices by enhancing developmental screening

and referral for children ages birth-5 in the context of the medical home. The project will provide training and on-site technical assistance to medical practice sites to facilitate the identification of children who may benefit from early intervention services. Services will be provided to physicians and their staff at various times to support the integration of standardized, validated developmental screening and referral into designated wellchild visits, the provision of information and education to families regarding their child's development, and collaboration with community partners to ensure follow-up to the practices regarding referral and treatment plans. Services will be implemented with model fidelity by a qualified ABCD Coordinator (e.g., child health or child development specialist with experience in group training and experience working with young children and their families) who must complete the state ABCD training. The project will also develop and disseminate appropriate materials to participating practices including a community resources directory or referral handouts. In addition, the ABCD Coordinator may provide each participating medical practice with a set of developmental screening tools. Smart Start funds may be used to provide supervision of program components, and related program expenses, such as office supplies, employee training, travel, printing, and meeting expenses.

Reach Out and Read (ROR):

[This activity will collaborate with medical care practices to provide preliteracy opportunities for children and their parents. The participating trained medical care providers will voluntarily incorporate Reach Out and Read® (ROR), an evidence-based model, into young children's regular pediatric checkups or well-child visits. The medical care providers will implement ROR in their practices according to the National ROR guidelines. During each of the routine visits, children will receive a new, culturally- and developmentally appropriate book to take home and read with their parents. The medical care providers will discuss the importance of reading, model reading a book aloud to the child, and encourage parent-child interactions as part of pre-literacy and language development. The program begins at the child's 6-month checkup and continues through age 5, with a special emphasis on children growing up in low-income communities. Medical practices will participate in the parent survey period and submit parent surveys to ROR Carolinas.] The partnership may implement the program from birth to six months. This activity will provide a Project Coordinator to support the medical practice with book ordering, data collection, literacy rich waiting room development, and overall program coordination. The medical care practice will display a literacy-rich waiting room area that reinforces the doctor's "prescription to read." Smart Start funds may be used to provide supervision of program components, and related program expenses, such as office supplies, service-related supplies, travel, and books to be given at well child visits.

Parents As Teachers (PAT):

[[The Parents as Teachers (PAT) program will provide: (1) personal visits, based on recommended dosage for each family's number of risk factors; (2) 12 group connections per program year; (3) annual developmental screenings and a health review that includes a record of hearing, vision and general health status; and (4) referrals to community resources provided to families as needed. The PAT program will serve a target population with at least one risk factor and identified as most appropriate for PAT services in the community. The parent educator will have a Bachelor's degree in a human service related field and experience relevant to serving the target population. Parent educators will be PAT trained and certified, and will implement the program with model fidelity. The program will submit an annual report to PAT and participate in the Quality Endorsement and Improvement process as required by PAT National Center (PATNC).]< Families may be referred for other services beyond the scope of this activity. Smart Start funds may be used for office supplies, service-related supplies, travel, meeting expenses, training costs, incentives to encourage attendance at group connections, indirect, and other operating expenses. An educational waiver approved by the NCPC may supersede degree requirements for parent educators.

Attachment Biobehavioral Catch-Up (ABC):

Attachment Biobehavioral Catch-up (ABC) is a parenting intervention for caregivers of infants and toddlers who have experienced early adversity. Parent coaches will serve families of children between 6 and 24 months to help caregivers nurture and respond sensitively to their infants and toddlers. Parent coaches present manualized intervention content in each of the 10 weekly

sessions, using videos to illustrate concepts and “in-themoment” comments. Sessions will be recorded. Smart Start funds may be used for office supplies, service-related supplies, travel, meeting expenses, training costs, incentives to encourage attendance at group connections, indirect, and other operating expenses.

Since this action item came as a recommendation from the committee, no motions are needed. The board voted and approved all CAD changes unanimously.

Lauren Westin then presented the results of the submitted proposal vote for FY21-23. The below vote also came as a recommendation from the committee and requires no motion. The board voted on each program recommendation and the results of the vote and abstentions are as follows:

Child-Care Related

	Approved: Y/N	1st:	2nd:	Rankings	Notes	Vote	Abstentions
Subsidy	Mandatory	-	-	Mandatory		All In Favor	Karen Calhoun, Steve Morris
Subsidy Administration	Mandatory	-	-	Mandatory		All In Favor	Karen Calhoun, Steve Morris
NCPK TANF	Mandatory	-	-	Mandatory		All In Favor	
BHL	N	Christie Honeycutt	Gale Coor	N/A	Committee will explore other alternatives	All In Favor to Deny	Danielle Mauldin
CCHC	Y	Gil Small	Christie Honeycutt	1		All In Favor	Danielle Mauldin
WAGE\$	Y	Gale Coor	Gil Small	3		All In Favor	Danielle Mauldin
EEL	Y	Danielle Mauldin	Christie Honeycutt	2		All In Favor	Waynett Taylor, Danielle Mauldin, Steve Morris

Family/Health/Other

ABC	Y	Christie Honeycutt	Gale Coor	3		All In Favor	
ABCD	Y	Gale Coor	Gil Small	1		All In Favor	
BFPS	Y	Christie Honeycutt	Gale Coor	7		All In Favor	Steve Morris
Dental	Y	Christie Honeycutt	Gale Coor	6		All In Favor	Steve Morris
Family Ed	Y	Danielle Mauldin	Gil Small	2		All In Favor	
PAT	Y	Gale Coor	Christie Honeycutt	4		All In Favor	
Ped. Well.	N	Gale Coor	Christie Honeycutt	N/A	Evidence not supported by NCP	All In Favor to Deny	

Public Education and Awareness	Mandatory	-	-	Mandatory		All In Favor	
Program Management	Mandatory	-	-	Mandatory		All In Favor	
ROR	Y	Gil Small	Gale Coor	5		All In Favor	

Executive Committee Report:

Jackie Whitfield presented that the executive committee has been meeting every other month. They've been reviewing the other committee's minutes and looking at planning once the Pandemic is over. They also have been regularly looking at the budget and expenditure reports in more detail.

Governance Committee Report and Recommendation of Updated FY19-20 Strategic Plan:

Ann Benfield presented that the Governance Committee has been hard at work reviewing and updating the FY19-23 Strategic Plan after not working on it in light of COVID-19 during 2020. The changes have been marked in red on the Strategic Plan document and Ann was happy to report that Window Clings have been completed and are getting printed and distributed shortly.

The updated recommendation of the FY19-23 Strategic Plan from the Governance Committee was presented to the Board for approval.

All were in favor of adopting the updates.

Development Committee Reports:

Ann Benfield reported that the development committee has been looking for fundraising opportunities and they had heard of Pigeon Races, where you sell tickets for each pigeon and the pigeons are then released from the Speedway and return to Surry County. The first bird to return and enter their birdhouse wins and then prizes are distributed. Typically these races are held by the Surry County Rotary Club and they only work with other Rotary Clubs on this fundraiser, so Ann has reached out to her local Rotary President to gauge his interest and do further research. Ann is waiting to see if the Rotary Club of Surry County sponsors the event this September and will visit to see if this would be a possibility for a partnership with the Rotary Club of Cabarrus County and the Partnership.

Ann reported that they are also revisiting Duffle Bags of Hope for foster children/families. They are collecting data on the number of children in foster care in Cabarrus County and will be meeting again in May to discuss.

Update on Office:

Ann Benfield reported that the office has reopened by appointment only due to the building still being closed to the public. Ann is only allowing one person in the front office at a time for the safety of the staff. The primary goal right now is to be able to greet some of the public and get children enrolled in NC Pre-K for next year.

Meeting Adjourned:

With no further business, Waynett Taylor thanked everyone for their time and attendance today.

Elizabeth Street moved to adjourn the meeting.

2nd: Dr. Rosolena Conroy

All were in favor and the meeting was adjourned at 12:46 p.m.

Next Meetings:

Executive Committee: Tuesday, May 25, 2021 at 8:00 a.m. via Zoom

Board Meeting: Tuesday, June 22, 2021 at 12 p.m. via Zoom

Respectfully submitted,
Lauren Westin