

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, April 26, 2016**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, April 26, 2016 at 12:00 a.m. at the Cabarrus Bilingual Preschool. Robbie Furr presided over the meeting.

These board members were present:

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| 1. Rob Betler | Community/Business/Finance Representative |
| 2. Hilary Smith | Services |
| 3. Maureen O'Bryan | Services/Early Childhood Representative |
| 4. Robert Furr | Government |
| 5. Steve Morris | Government |
| 6. Jeanne Dixon | Community/Business |

Quorum was established

These board members were absent:

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|----------------------------|---------------------------------------|
| 1. Gale Coor | Government |
| 2. Amos McClorey | Services |
| 3. Denisha Torrence-Nesbit | Government |
| 4. Laura Baker | Community/Business/Attorney |
| 5. Yolanda Simms | Community/Business (leave of absence) |

These staff members and guests were present: Stephanie Bynum, Eugene Ramos, Spencer Swain, Aurora Swain, and Ann Benfield

Robbie Furr welcomed everyone to the meeting and thanked them for attending.

Action Item:

Minutes of Previous Meetings

Minutes of the March 15, 2016 were not approved because Ann Benfield forgot to copy and bring to meeting. Robbie postponed the vote until the May board meeting.

Head Start Financial Report

The Head Start Financial Report was not presented because Myra Sides was unable to complete the report because the North Carolina Partnership for Children (NCPC) account system (MIP) has been down and unavailable since last Tuesday, April 19th. NCPC provides updates daily, but this has taken much longer than they anticipated. The report will be provided at the next board meeting in May.

Head Start Renewal Application and Organizational Chart

With prior approval, Ann Benfield reported the Head Start Renewal Grant Application was submitted on time on April 1, 2016. Jeanne Dixon helped with reading and edits. Lisa Goldman accepted the renewal application and will be in touch with us soon about any additional needed information or documentation.

Ann Benfield also submitted a new organizational chart for the Head Start and explained the changes. After a discussion:

Motion: Jeanne Dixon – moved to accept the document with a correction of adding the mental health consultant as a dotted link from the Cabarrus County Schools Contract Manager.

2nd: Rob Betler

All were in favor

Program Oversight Committee (POC) Recommendation for FY 15 -16

Ann Benfield reported during Beth Gilbert's monitoring visits she discovered some previously approved Contract Activity Description (CAD) changes had not been completed with NCPC/Fabrik. Realignment of staff responsibilities over the past year accounts for these discrepancies. Going forward, these CAD changes will be put into Fabrik by Stephanie once she has proper access. Myra and Ariel will continue to handle any necessary budget amendments.

Changes needed:

Inclusion Services/Thompson: During monitoring visits, Thompson expressed concern about not being able to serve one child care center that was near the county line if a child that was referred is not a Cabarrus County resident. Thompson would like to serve this center and child because of the disruptions to the entire classroom.

The POC recommends that Cabarrus County children should be prioritized, but no center should be excluded, as long as center is within geographic boundaries as specified in CAD.

All were in favor of POC's recommendations

Project Baby Reach/Family Support Network: The CAD modification suggestions for Project Baby Reach include the addition of the high risk OB units and the addition of an additional staff person. Also, the length of service element was amended to allow the program to serve families for more than one year, if indicated. **POC recommends changes discussed.**

All were in favor of POC's recommendations

Building Healthy Lifestyles in All Directions/UNC-C: Ann Benfield reported that during Beth's monitoring, she discovered that Eat, Play, Grow had not been added to the CAD although it was approved at an earlier Board meeting. The change has been submitted to NCPC and waiting approval. It was also reported that Beth discovered that the program is out of compliance because one of the child care centers (Concord Children's Academy) does not currently enroll subsidy children according to DCDEE. Ann has explored this with DHS and determined this facility is not enrolled to accept subsidized children. Meredith Ledford, the Program Coordinator, relied on inaccurate information from CCRI. Once notified the program was out of compliance, Ann shut down the program until the Board's intent was determined. Beth reported she had visited the center and seen tremendous improvement.

These three options were presented for the board's consideration:

- 1.) Discontinue service to this facility immediately because out of compliance;
- 2.) Change CAD to show priority given to those centers accepting subsidy; or
- 3.) Finish out FY15-16 and revisit target service population for FY 16-17.

POC recommended to allow the center to continue in program for FY 15-16, but revisit target population for FY 16-17. POC will have new recommendations for all program at May board meeting.

After a discussion:

All were in favor of the POC recommendation.

The staff is working to align the Board's intent with CAD language, especially related to target service population. Beth has contacted NCPC and learned that the most important factor is if the program is in compliance with the CAD. The decision is determined by local partnerships board.

Planning Smart Start Timeline for FY 17-19

Ann Benfield presented the Smart Start Timeline for FY 17-19 and told the board that staff had been thinking of moving up the planning process a couple of months to allow more time for POC to complete the process next spring. The timeline was present for board review and after a discussion:

Motion: Maureen O'Bryan moved to accept the FY 17-19 Smart Start Planning Timeline

2nd: Steve Morris

All were in favor

New board member

Robbie then asked everyone to introduce themselves and also introduced Cecelia Graves, the Head Start Policy Council chair.

Motion: Rob Betler moved to accept Cecilia Graves as a board member

2nd: Jeanne Dixon

All were in favor and everyone welcomed Cecelia to the board.

Presentation by Families First

After introduction, Spencer Swain, Aurora Swain, and Eugene Ramos (Families First Board Member) shared information about their programs.

Future Request

Robbie asked at a future meeting if staff could provide a demonstration of the PORCh application. We will work that in the schedule in May/June.

Rob also asked if it would be possible to invite key personnel in Head Start to a future meeting so board members would get to meet all Head Start leaders. We will work that in the schedule in May.

Rob Belter announced BB&T was providing a “Lighthouse Project Grant” to Long Preschool to provide new landscaping around the building on May 18th from 9:00 – 5:00 and asked board members to come by and see what they would be doing. Rob stated 12 – 15 BB&T employees would be doing the work. The grant for materials would be \$1500.00

Information Only:

ED Report

Ann’s April ED Report

Highlights: April

- ❖ Head Start Parent Meeting and Policy Council Meeting
- ❖ Cabarrus County Transportation Meeting
- ❖ Interviews for Head Start Director
- ❖ Cabarrus County Commission Meeting to release PORCh
- ❖ Long Preschool Beautiful Project by BB&T
- ❖ Head Start Leadership Team Bi-weekly Meetings
- ❖ Direct Service Provider Meetings
- ❖ NCPK Monitoring Visits
- ❖ Finishing NCPC Monitoring Visit
- ❖ Meeting with Tri Tang
- ❖ NCPC Finance Committee Meeting in Raleigh
- ❖ Program Oversight Meeting
- ❖ NCPK Early Education Meeting
- ❖ Healthy Cabarrus Community Needs Assessment Meeting
- ❖ LICC Meeting
- ❖ Wellness Coalition Meeting
- ❖ Child Protection Team Meeting
- ❖ Trauma Taskforce Meeting
- ❖ Trauma Taskforce Mapping Meeting
- ❖ Meeting with community partners and other webinars
- ❖ Leadership Council
- ❖ Weekly Rotary Meetings

Looking to May

- ❖ WIN Executive Committee Meeting at CHS
- ❖ Regional Training and Technical Assistance
- ❖ Smart Start Leadership Symposium
- ❖ Smart Start Conference Presentation on Equity
- ❖ Innovative Approaches Steering Committee
- ❖ Cross –Sector Collaboration Training Wellness Coalition
- ❖ Young Athletes Day at Long Preschool
- ❖ CRSaeyc Meeting
- ❖ Head Start Leadership Meetings
- ❖ Head Start Parent Meeting and Policy Council Meeting
- ❖ NCPK Early Education Meeting
- ❖ Healthy Cabarrus Community Needs Assessment Meeting
- ❖ LICC Meeting
- ❖ Child Protection Team Meeting
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Robbie Furr thanked everyone for coming, reminded the next meeting would be May 24th at the Partnership Office. With no further business the meeting was adjourned at 1:10 p.m. and then Spencer and Aurora Swain gave everyone a tour of their facility.

Respectively Submitted,

Ann Benfield, Executive Director