



Executive Committee Meeting
Tuesday, October 6, 2020
Zoom Meeting – 8:00 a.m.

A Special Called meeting of the Executive Committee of the Cabarrus County Partnership for Children met Tuesday, October 6, 2020 at 8:00 a.m. by Zoom Meeting online. These members were present: Waynett Taylor, Jeanne Dixon, Joseph Houston, Jackie Whitfield. All members were present. Waynett Taylor chaired the meeting. Staff: Ariel Ayers & Ann Benfield. **Quorum was established.**

The committee did not review the September 22, 2020 minutes, they will be reviewed at the next scheduled meeting.

The Special Called meeting was scheduled to discuss the August 18-20 Monitor Visit and the Monitoring Report dated October 5, 2020. Ariel explained the situation. The Cabarrus County Partnership for Children has been in partnership with the local hospital (Atrium Health) to provide leased employees to the Partnership since incorporation, so that the employees would have good salaries and benefits to attract professionals who want to work to improve the lives of our youngest children in Cabarrus County. Atrium Health provides all HR services for the Partnership including benefits, unemployment insurance, pre-employment screening, payroll processing and other employment services for the Partnership. Atrium invoices the Partnership monthly and charges a flat rate of 24% for benefits. The Partnership is not charged for the actual amount of the employer paid benefits.

In 2012 NCPK changed the reporting requirements for salary/benefits. They would no longer accept the 24% flat rate and required a per employee breakdown by benefit type. This is not something that Atrium Health was able to provide the Partnership and this is not how Atrium charges the Partnership for benefits. At this point the coding procedure put into place was to charge all benefits to non NCPK funds. Each employee is paid through multiple programs and no employee is paid solely through NCPK funds. The Partnership has been monitored 4 times in the last eight years since this procedure was in place. This practice was not hidden or concealed in the payroll coding documentation provided to the monitors and it was not previously addressed in monitoring reports. We understand how this is now being seen as non Smart Start expense, but we considered it as part of the Smart Start employee cost for the employees that work in both Smart Start and NCPK activities. Using the guidance provided by NCPC a new payroll coding procedure is now in place. The Partnership will now use the employer paid benefit section of the employee paystubs to code the benefit cost in FY20-21. This information provides the breakdown required by NCPK to be able to include employee benefit cost in FY20-21 NCPK expenditures.

We have made the change for FY20-21, but we still received the Monitoring Report which requests the Cabarrus County Partnership for Children to revert \$24,715.79 to pay back for FY 19-20.

After a long discussion. Joseph Houston moved to continue to work with the monitoring manager to see if we can get the total amount lowered, write a letter asking that the \$24,715.79 be waived since we corrected in FY 20-21 and they had monitored four times in the last eight years and never told us we were doing it wrong. If NCPC would not waived the pay back of \$24,715.79, please ask for a three year pay back plan and then we can raise the needed funds each year so we will still have private funds to continue to help families in need with emergency assistance. Jeanne Dixon seconded and all were in favor.

Ann Benfield said she and Ariel would work on a letter and send to committee today and after their review and corrections the letter will be added to the monitoring report and returned to NCPC as our response.

With no other business the meeting was adjourned at 8:10 a.m.

Our next scheduled board meeting will be October 27, 2020 at noon on Zoom and our next Executive Committee Meeting will be November 24, 2020 at 8:00 a.m. on Zoom.

Respectfully submitted,

Ann Benfield, Executive Director

