

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, FEBRUARY 26, 2019**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, February 26, 2019, at 12:00 noon at All Saints Episcopal Church. Board Chair Robbie Furr presided over the meeting.

These board members were present:

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|----------------------------|------------------------------------|
| 1. Robert Furr | Government |
| 2. Joseph Houston | Community/Business |
| 3. Hilary Smith | Services |
| 4. Jackie Whitfield | Community/Faith Community/Advocate |
| 5. Karen Calhoun | Government |
| 6. Cheryl Kelling | Community/Advocate |
| 7. Denisha Torrence Nesbit | Services |

These board members were absent:

- | | |
|-----------------------|-----------------------------|
| 1. Yolanda Simms | Community |
| 2. Rose Staples Deese | Community/Business/Attorney |
| 3. Dr. Kim Kane | Community/Business/Dentist |
| 4. Steve Morris | Government |

A quorum was present.

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

Welcome, Introductions, Chair's Remarks:

Robbie Furr welcomed board members and thanked everyone for attending.

Approval of Agenda:

Beth Gilbert stated that she would be presenting the final EC Profile and need it added to the Programs Oversight section of the agenda. Hilary Smith made the motion to approve the agenda as corrected.

2nd: Denisha Torrence Nesbit

The motion passed unanimously.

Consent Agenda:

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of October 23, 2018 and December 4, 2018 Board Meetings and February ED Report.

Cheryl Kelling moved to accept the Consent Agenda items as presented.

2nd: Hilary Smith

The motion passed unanimously.

ACTION ITEMS:

Program Oversight Committee:

Lauren Westin presented a draft Healthy Food and Beverage Guidance Statement that came as a recommendation from both the Governance Committee and the Program Oversight Committee for implementation on July 1, 2019. A lengthy discussion was held by board members at the October 23, 2018 meeting expressing concerns about the proposed policy. A revised guidance statement was created that includes a one page recommendation from the Partnership and a supplemental guidance chart on healthy options. Since they came as recommendations from both committees no motions were required. The Healthy Food and Beverage Guidance Statement was voted on by the board and passed unanimously.

Beth Gilbert presented the results of two completed program monitoring for Celebrating Families (December 2018) and Parents As Teachers (February 2019). Celebrating Families monitoring revealed continued concern regarding model fidelity. The major concern was adhering to the time limits set forth in the CAD, however there were a few other minor concerns noted in the monitoring summary. Families First requested permission from Celebrating Families Leadership to reduce the time spent on specific aspects of the program to shorten the length of the program and ensure children were getting home and in bed at an appropriate time. With this approval, the Program Oversight committee sends a recommended CAD change to the board for approval. The CAD change was sent to the board ahead of the meeting. The Board voted and passed the CAD change unanimously.

Beth Gilbert then expanded on the Parents as Teachers (PAT) monitoring, which also revealed several concerns regarding data reporting, and the monitoring, at this time, is inconclusive. Quality control representatives from the National Parents as Teachers organization are coming this spring to work Families First to clean up their PAT data, which will hopefully help reduce issues with data tracking.

Beth Gilbert also presented the EC Profile highlights showing a need as a continued priority for the Partnership in Education of teachers, literacy at home, and need for continued well-child checks through age five as the vaccination schedule drops off.

Ann Benfield then presented each of the FY19-21 Program Proposal recommendations from the Program Oversight Committee to the board for a vote and approval. See below FY19-21 Smart Start Program Recommendations table for Board decisions and abstentions.

**Cabarrus Partnership for Children
FY19-21 Smart Start Activities Recommendations**

ACTIVITY	DSP	EB/ EI	FY18-19 RANKIN G	FY19-21 INCLUD E	FY19- 21 DENY	MOTIO N	2nd	COMMENTS	BOARD DECISION & ABSTENTIO NS
CHILD CARE RELATED									
Dual Subsidy	Partnership	EI	Mandator y	Mandator y	--	ALL APPROVE D	ALL APPROVE D	To serve special populations that DHS can't serve or for subsidy enhancements	Karen Calhoun abstained – unanimously approved to

									split this program into two parts
Subsidy	Dept. of Social Services	EI	Mandatory	Mandatory	--	ALL APPROVED	ALL APPROVED	To consolidate subsidy funds with the county and have one waitlist	Karen Calhoun abstained – unanimously approved to split this program into two parts
NC Pre-K	Partnership	EB	Mandatory	Mandatory	--	ALL APPROVED	ALL APPROVED		Mandatory program, no vote required
Child Care Health Consultants	Partnership	EI	1	1	--	Christie Honeycutt	Gale Coor		Unanimously approved; no abstentions
Building Healthy Lifestyles	University of North Carolina at Charlotte	EB/EI	3	3	--	Gale Coor	Christie Honeycutt		Unanimously approved; no abstentions
Incredible Years	Thompson	EI	2	2	--	Hilary Smith	Gale Coor		Unanimously approved; no abstentions
FAMILY/HEALTH/OTHER									
ABCD	Community Care of Southern Piedmont	EI	1		--	Christie Honeycutt	Gale Coor		Unanimously approved; no abstentions
Attachment Biobehavioral Catchup	Thompson	EB	N/A		--	Christie Honeycutt	Gale Coor	Include in the plan for In-House Activity; further discussion needed with Thompson and Geneva Lopez about DSP	Unanimously approved to include in the plan with provider to be determined; no abstentions
Breastfeeding Support	Cabarrus Health Alliance	EI	N/A		--	Christie Honeycutt	Gale Coor		Unanimously approved; no abstentions

Celebrating Families	Families First of Cabarrus County	EB	2	--	DENY	Cheryl Kelling	Christie Honeycutt	Denied due to Financial Audit and Program Monitoring, and requested waiting until organization made improvements and could provide clean audit	Unanimously approved denial of program; no abstentions
Emergency Dental	Cabarrus Health Alliance	EI	8		--	Christie Honeycutt	Gale Coor		Unanimously approved; no abstentions
Family Support	Endless Opportunities	EI	4		--	Hilary Smith	Gale Coor		Joseph Houston abstained; unanimously approved
Kaleidoscope	Thompson	EI	N/A		--	Gale Coor	Christie Honeycutt		Unanimously approved; no abstentions
Kaleidoscope	Homebase Network	EI	N/A	--	DENY	Hilary Smith	Christie Honeycutt	Denied because of inconsistent information provided in proposal.	Unanimously approved denial of this provider, since proposal from another provider was accepted; no abstentions
Parents as Teachers	Families First in Cabarrus County	EB	3		--	Christie Honeycutt	Cheryl Kelling	Denied Families First Proposal due to Financial Audit and Program Monitoring, and requested waiting until organization made improvements and could provide clean audit Include in the plan as In-House and determine new provider	Unanimously approved to include in plan with provider to be determined; no abstentions

PCIT	Thompson	EB	N/A		DENY	Hilary Smith	Christie Honeycutt	Denied at this time until Partnership can explore the need in the county with Department of Human Services.	Unanimously approved to deny this program until need was established/identified in the county; no abstentions
Program Management & Evaluation	Partnership	EB	Mandatory	Mandatory	--	ALL APPROVED	ALL APPROVED		Mandatory program, no vote required
Project Baby Reach	Family Support Network	EI	5		--	Hilary Smith	Cheryl Kelling	No expansion into Kaleidoscope; Add play group back into program model	Unanimously approved with no Kaleidoscope addition; no abstentions
Public Education & Awareness	Partnership	EI	6	Mandatory	--	ALL APPROVED	ALL APPROVED		Mandatory program, no vote required
Reach Out and Read	Community Care of Southern Piedmont	EB	7		--	Hilary Smith	Christie Honeycutt		Unanimously approved; no abstentions
SafeCare	Families First of Cabarrus County	EI	N/A	--	DENY	Christie Honeycutt	Gale Coor	Denied due to Financial Audit and Program Monitoring, and requested waiting until organization made improvements and could provide clean audit	Unanimously approved to deny this program as it seemed duplicative with other programming; no abstentions

Finance Reports FY 18-19

Ariel Ayers presented the FY18-19 Budget Proposed Reallocation with the following proposed allocation adjustments: 1) Decrease Smart Start Subsidy program by \$2,622 to cover additional Smart Start funds needed in Emergency Dental for treatment already in process; and 2) Add \$2,622 to Emergency Dental.

Denisha Torrence Nesbit made the motion to approve the aforementioned allocation adjustments.

2nd: Hilary Smith

The motion passed unanimously.

Ann Benfield noted that she wanted to make the Board aware that although Program Oversight had recommended to not include Families First as a provider for Smart Start Funds in FY19-21, the Partnership would continue to do business with them within NC Pre-K for at least another year. It was noted that the NC Pre-K contract is a purchase of services contract and has no Fiscal monitoring attached to it, only some programmatic monitoring. All board members were in agreement to allow Families First to continue serving NCPK children.

Ariel also presented the Smart Start Expenditure Report, where she noted the two payments in June on the Subsidy line, which will happen again this June, with no payments in July, and that everyone is caught up now on reporting after Thompson financial staff turnover got them a little behind reporting.

Ariel then presented the NC Pre-K Expenditure Report and NC Pre-K CCDF Expenditure Report. She noted that we would be provided fulfilling some bigger supply needs and working on some Training and Technical Assistance needs.

Ann and Ariel presented the FY 18-19 Other Funds Expenditure Report, where they noted payments from the Cannon Foundation for \$65,000 for the SUN Clinic and \$5,000 from Speedway Charities.

Executive Committee Report:

Robbie reported the Executive Committee had discussed Families First's at length at their last meeting in January, but they had not received the financial audit at that time. The Executive Committee gave a deadline to have the Financial Audit submitted to the Partnership or none of their proposals would be reviewed by Program Oversight. The financial audit was not submitted on time. The committee also gave Ann and Ariel permission to look for a new banking institution due to issues the Partnership has been experiencing with their current bank.

Governance Committee:

Ann Benfield reported that the Governance committee is looking for a Board Chair and Board replacement for Robbie. They are also working on revising board policies and preparing for the roll out of the new Strategic Plan for FY 2019 – 2024.

Development Committee:

Ann reported that the Development Committee has not met recently, but she did go over the 2018 Contributions and Donations, noting that 70% of the Board had made donations in 2018. She also noted that Lori Honeycutt had approached Ann and wanted to celebrate her 40th birthday with a community event at the Cabarrus Brewery on August 17th, that will benefit the Partnership. Also, Tim Vaughn from Hilbish Ford wants to organize a community event to raise funds and build awareness for the Partnership, the tentative date is June 15th, and it will be a School's Out event.

Update on FY 19-24 Strategic Planning Process:

Ann Benfield reported the Strategic Planning process is almost completed. There are a few final reviews that will be happening in the coming weeks and the next Board meeting on April 23rd will be a full Strategic Planning Meeting from 8:30 – 11:30 a.m.

Meeting Adjourned:

With no further business, Hilary Smith made the motion to adjourn the meeting.

2nd: Karen Calhoun

All were in favor.

The meeting was adjourned at 1:37 p.m.

Next Meetings

Executive Committee – March 19, 2019 (Change in Date) at Punchy's Diner at 7:30 am

Board Meetings – April 23, 2019 (Strategic Planning Meeting) at All Saints Episcopal Church Parish Hall from
8:30 AM – 11:30 AM

May 28, 2019 (Extra Board Meeting) at All Saints Episcopal Church Community Room at 12:00 PM

June 25, 2019 (Regular Meeting) at All Saints Episcopal Church Community Room at 12:00 PM

Respectfully submitted,

Lauren Westin