# CABARRUS COUNTY PARTNERSHIP FOR CHILDREN
# BOARD OF DIRECTOR'S MEETING
# Tuesday, June 24, 2025

The Board of Directors of the Cabarrus County Partnership for Children met on Tuesday, June 24, 2025 at 1:00 p.m., at the Cabarrus County Partnership for Children Office, which was advertised on our website and in our newsletter. Board Chair Pam Smith presided over the meeting.

**These board members were present:**

| | | |
|---|---|---|
| 1. | Kevin Garay | Government/Previous Superintendent Kannapolis City Schools |
| 2. | Malisha Ross | Services/Partners BHM |
| 3. | Lora Lipe | Government/DHS/Subsidy |
| 4. | Judge Beth Street | Government/Judge (Virtual) |
| 5. | Marcella Beam | Government/Assistant City Manager (Virtual |
| 6. | Stacy Fackler | Atrium Health/Community/Services |
| 7. | Melanie Holles | Government/Libraries |
| 8. | Pam Smith | CCM/Community/Services |

**These board members were absent:**

| | | |
|---|---|---|
| 1. | John Kopicki | Government/Superintendent Cabarrus County Schools |
| 2. | Gil Small | Community/Faith Community |
| 3. | Jackie Whitfield | Community/Faith Community |
| 4. | Aalece Pugh | Government/Assistant County Manager |
| 5. | Danielle Mauldin | Owner of Kids Korner/Services |

**A quorum was present.**

**These staff members were present**: Ann Benfield, Lauren Westin, Ariel Ayers and Patricia Sehorn

**<u>Welcome:</u>**
Pam Smith welcomed board members and thanked them for attending the board meeting. Pam asked all attendees to introduce themselves.

**<u>Approval of Agenda:</u>**
The Board reviewed the agenda for today's meeting.

Malisha Ross made a motion to approve the agenda.
2nd: Lora Lipe
All were in favor.

**<u>Approval of Consent Agenda:</u>**
The board reviewed the consent agenda documents that were emailed to members prior to the meeting, including: Minutes of April 22, 2025 board meeting, June 2025 ED Report, FY24-25 SS Expenditures, FY24-25 NCPK Expenditures, FY24-25 Other Funds Report, FY24-25 State Directed Grant Expenditures, Executive Committee Meeting Minutes from May 27, 2025

Melanie Holles made a motion to approve the consent agenda items.
2nd: Malisha Ross
All were in favor.

**<u>FY25-26 Cost Allocation Plan:</u>**
Ariel Ayers presented the following Cost Allocation Plan for determining how to split general office expenses for the next fiscal year.

Allocation of Salaries & Benefits:

| Staff | FTE | Position | Percentages |
|---|---|---|---|
| Ann Benfield | 1.00 | Executive Director | 75% SS Admin; 10% Program Management; 5% Public Ed; 10% SDG Admin |
| Ariel Ayers | 0.75 | Finance Manager | 80% SS Admin; 15% SDG Admin; 5% NCPK Admin |
| Lauren Westin | 1.00 | Program Manager | 70% PM; 10% DPIL; 5% Public Ed; 5% SS Admin; 5% SDG Admin; 5% SDG CS |
| Patricia Sehorn | 0.80 | NCPK Prog Man | 100% NCPK Admin |
| Tu'Nicquia Bradley | 1.00 | NCPK Coordinator | 70% NCPK Admin; 15% SDG CS; 5% SK; 5% DPIL; 5% Public Ed |
| Lissy Rios | 0.80 | Admin Assistant | 50% NCPK Admin; 50% SS Admin |
| Debra Pless | 1.00 | CCHC | 100% CCHC |
| Melissa Jones | 1.00 | CCHC | 60% Cabarrus CCHC; 40% Stanly CCHC |
| Starla Hatley | 1.00 | SS Programs | 50% Safe Kids; 15% Public Ed; 15% Prog Man; 15% SDG CS; 5% DPIL |
| **Total** | 8.35 | | |

**Supplies, Business Insurance, Copier/Fax Lease, Computer Maintenance, Telephone/Internet , and other relevant expenses will be allocated based on the following percentages {unless a cost is directly associated with a specific program(s) in which case it will be charged directly to the program's funding}**

| Activity | FTE | % |
|---|---|---|
| Administration | 1.8000 | 21.56% |
| CCHC Cabarrus | 1.6000 | 19.16% |
| ABCD | 0.0000 | 0.0 |
| Safe Kids | 0.5500 | 6.59% |
| Public Ed | 0.3000 | 3.59% |
| Program Management | 0.9500 | 11.38% |
| SDG Admin | 0.2625 | 3.14% |
| SDG CS | 0.3500 | 4.19% |
| DPIL | 0.2000 | 2.40% |
| NCPK | 1.9375 | 23.20% |
| CCHC Stanly | 0.4000 | 4.79% |
| **Total FTE** | **8.35** | **100.00%** |
| | | |
| | | |

Kevin Garay made a motion to accept the Cost Allocation Plan for FY25-26 as presented.

2nd: Melanie Holles

All were in favor.

**Approval of Smart Start Program Rankings:**

Ariel Ayers presented that the Program Oversight recommended rankings are included on the proposed Smart Start Allocation table for FY25-26. They are included in the table below with the Smart Start Allocation.

The board voted to approve the rankings.

All were in favor.

**FY25-26 Smart Start Allocation:**

Ariel Ayers then presented the proposed allocation for Smart Start funds below:

| Activity | DSP | Recommended Changes to Program Design | FY24-25 Actual Funding *Includes 23-24 Carry Forward | POC Rec Priority | Requested FY25-26 Allocation | Proposed FY25-26 Allocation *Includes moving $8,000 from Admin to Services & using SDG funds to increase WAGE$ | Conflicted Board Members |
|---|---|---|---|---|---|---|---|
| **Proposed FY24-25 Smart Start Services Funds** | | | **2,235,464.00** | | **2,213,009.00** | **2,221,009.00** | |
| **SUBSIDY** | | | | | | | |
| Subsidy | DHS | Establish Priorities: DHS subsidy priorities | 600,000 | | 600,000 | 600,000 | LL/AP/DM/CM |
| NC Pre-K Program TANF | Partnership | | 279,680 | | 279,680 | 279,860 | JK/CM |
| **TOTAL SUBSIDY** | | **FY25-26 Required TANF = $864,520** | **879,680** | Mandatory | **879,680** | **879,860** | |
| **ADDITIONAL CHILD CARE RELATED** | | | | | | | |
| Subsidy Administration | DHS | | 60,000 | | 60,000 | 60,000 | LL/AP/DM/CM |
| NC Pre-K Program Non-TANF | Partnership | | 0 | | 21,280 | 0 | JK/CM |
| Child Care Health Consultants | Partnership | | 12,842 | 1 | 212,000 | 8,000 | |
| WAGE$ | CCSA | | 400,471 | 4*1 | 422,262 | 400,000 | |
| Early Education Liaison | RCCC | | 216,000 | 2 | 255,387 | 216,000 | |
| TA Consultation & Coaching | PE | | 254,189 | 3 | 255,862 | 255,862 | |
| **OTAL OTHER CHILD CARE RELATED** | | | **943,502** | | **1,226,791** | **939,862** | |
| **TOTAL SUBSIDY/ADD'L CHILD CARE RELATED** | | **FY25-26 Req Subsidy & Add'l Child Care Related = $1,428,627** | **1,823,182** | | **2,106,471** | **1,819,722** | |
| | | | | | | | |
| **FAMILY, HEALTH AND OTHER PROGRAMS** | | | | | | | |
| ABCD | Partnership | | 27,986 | | 0 | 0 | |
| Oral Health Services | CHA | | 15,000 | 4 | 30,000 | 30,000 | CM |
| Dolly Parton Imagination Library | Partnership | | 15,567 | 5 | 25,689 | 20,689 | |
| Medical & Health Care Services | CHA | | 0 | 3 | 15,000 | 15,000 | CM |
| Program Management/Evaluation | Partnership | | 127,484 | Mandatory | 129,796 | 115,195 | |
| Public Education & Outreach | Partnership | | 6,647 | Mandatory | 67,070 | 5,000 | |
| Safe Kids | Partnership | | 79,578 | 2 | 75,383 | 75,383 | |
| Social Emotional Intervention | KIDS | | 140,020 | 1 | 189,400 | 140,020 | |
| **TOTAL OTHER** | | | **412,282** | | **532,338** | **401,287** | |
| **TOTAL** | | | **2,235,464** | | **2,638,809** | **2,221,009** | |
| Admin | | | **244,139** | | **244,139** | **236,139** | |
| **OVER/UNDER ALLOCATION** | | | **0** | | **-425,800** | **0** | |

There was some discussion why some of the programs did not receive their full requested allocation. Ariel stated it was because over the last five years they have reverted some of their funding.

The first vote was to approve the allocation for Subsidy and Subsidy Administration, with Lora Lipe abstaining.

Melanie Holles made the motion to approve the allocation for these two activities.
2nd: Malisha Ross.
All were in favor.

The second vote was for all other allocations for activities, with no board members abstaining.

Kevin Garay made the motion to approve all other allocations for Smart Start programs.
2nd: Lora Lipe.
All were in favor.

**<u>FY25-26 State Directed Grant Funds Allocation:</u>**

Ariel Ayers presented the allocation for the State Directed Grant as below:

| Activity | PSC | Current Approved Allocation | Rank | DSP | Amount Spent to Date *Includes June 2025 Projected | Amount Requested for 25-26 | Proposed Allocation *Includes Interest | Conflicted Board Members |
|---|---|---|---|---|---|---|---|---|
| **State Directed Grant Award Amount** | | **2,000,000** | | | | | **2,064,965** | |
| | | | | | | | | |
| Cabarrus Share | 3106 | 850,000 | 2 | CPC | 75,037 | 75,000 | 150,037 | DM/CM/AP |
| Child Care Health Consultants ***to fund SS WAGE$** | 3414 | 246,310 | 1 | CPC | 212,445 | 174,000 | 386,445 | |
| Public Education ***to fund SS WAGE$** | 5517 | 71,390 | 1 | CPC | 71,767 | 52,000 | 123,767 | |
| NC Pre K SS Support ***to fund SS WAGE$** | 2348 | 32,860 | 1 | CCS/KCS | 25,450 | 21,280 | 46,730 | JK/CM |
| Increase Preschool Capacity | 3306 | 131,000 | 9 | CCS | 58,800 | 100,000 | 158,800 | JK/CM |
| Grants for Child Care Programs | 3101 | 50,000 | 5 | CPC | 0 | 0 | 0 | |
| Cabarrus Teacher On Call | 3202 | 155,000 | 7 | PE | 164,500 | 145,500 | 310,000 | |
| Conscious Discipline | 3109 | 129,315 | 6 | PE | 130,186 | 128,444 | 258,630 | |
| Parents as Teachers | 5509 | 177,006 | 3 | EO | 162,780 | 175,933 | 338,713 | |
| Bilingual Dental Navigator | 5407 | 103,618 | 8 | CHA | 80,661 | 126,575 | 207,236 | |
| Administration | 9100 | 46,472 | n/a | CPC | 34,220 | 35,917 | 70,137 | |
| Evaluation | 5603 | 7,029 | 4 | CPC | 7,441 | 7,029 | 14,470 | |
| | | **$2,000,000** | | | **$1,023,287** | | **$2,064,965** | |

The Board discussed how there was no funding for Grants for Child Care Programs, and their desire to move funding $50,000 into that program, because child care programs are struggling. They requested $50,000 be moved from the other programs into Grants for Child Care Programs.

Pam Smith made the motion to approve the State Directed Grant Funds allocation with the addition of $50,000 for Grants for Child Care Programs.

2nd: Kevin Garay
All were in favor.

**ED Succession Planning Committee:**

Ann Benfield reported that volunteers from the Board and Community are needed to create a Succession Planning Committee to begin work as soon as possible. Jackie Whitfield, who was not present today, notified Ann that she would be willing to serve. Lora Lipe, Malisha Ross, and Stacy Fackler all volunteered at today's meetings. Ann Benfield will send the succession planning timeline & the executive director job description to all.

**Slate of New Board Members & Thank You for Service:**

Ann Benfield presented that two new community members have approached her to become board members in this fiscal year.

**Sam Moose** – the parent of a 5-year-old named Memphis and she lives in Kannapolis (Cabarrus County). She is a stay-at-home parent who has served as the chairperson for McKnight Child Development Center's Policy Council for the past two years. She also served on Kannapolis City Schools' Parent Advisory Council and KCS School Health and Safety Advisory Committee. She is also a former committed recipient of Parents as Teachers and was a parent leader of our Neurodiverse Support Group. She is a very involved parent and was referred by Lashonda Houston

**Jessica Grant** – has a doctoral degree in Educational Leadership from Wingate University and was previously the Director of Student Services at Kannapolis City Schools but is now the Director of Healthy Cabarrus at the Cabarrus Health Alliance.

Jeff Jones from the County Commission has also been appointed as of the most recent Commissioners meeting and we should be notified soon.

Malisha Ross moved to approve the new board members.

2nd: Stacy Fackler
All were in favor.

Ann Benfield than thanked both Kevin Garay and John Kopicki for their service on the board and presented Kevin with a certificate. Ann will deliver John's certificate to him at a later date since he was unable to attend the meeting.

**Final Draft of Strategic Plan FY25-28:**

Ann Benfield presented the final draft of the Strategic Plan is in the board packet for today for their review by the August board meeting. There are two sections, highlighted in yellow that specifically need guidance from the board. For the Mission Statement, Kevin Garay suggested removing the Cabarrus Partnership for Children from all options and start the Mission Statement with an action word. Discussion about the Racial Equity versus Equity Statement and the board seemed in consensus to use option 2. Ann will revise both sections and send to the board this afternoon for review before the August board meeting.

**Support the Partnership:**

Pam Smith reminded the Board Members to donate this fiscal year to the Partnership, and that grants we are trying to apply for want 100% participation from the applicant's board.

Ann Benfield lastly stated that she, Ariel, Lauren and Patricia, will be touring the new building at Progress Place (formerly the ACN Building) on Friday to see if it will meet the needs of the Partnership when our current lease expires. We will be locatated on the third floor in the new location and we are going to see how families will be able to access our services.

With no further business, Malisha Ross moved to adjourn the meeting at 1:43 p.m.

2nd: Melanie Holles
All were in favor.

Respectfully submitted,
Lauren Westin