

**CABARRUS PARTNERSHIP FOR CHILDREN
BOARD OF DIRECTOR'S MEETING
TUESDAY, OCTOBER 24, 2017**

The Board of Directors of the Cabarrus Partnership for Children met on Tuesday, October 24, 2017 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. Gale Coor | Government |
| 2. Jeanne Dixon | Community/Business |
| 3. Robert Furr | Government |
| 4. Steve Morris | Government |
| 5. Maureen O'Bryan | Services/Early Childhood Representative |
| 6. Hilary Smith | Services |
| 7. Rose Staples Deese | Community/Business/Attorney |

Quorum was established

These board members were absent:

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| 1. Virginia Amendum | Community/Business |
| 2. Rob Betler | Community/Business/Finance Representative |
| 3. Amos McClorey | Services |
| 4. Yolanda Simms | Community/Business |
| 5. Denisha Torrence-Nesbit | Government |

These staff members and guests were present: Ann Benfield, Ariel Ayers, Beth Gilbert (contracted evaluator) and Stephanie Bynum

Welcome, Introductions, Chairs Remarks

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

Ann Benfield shared an email from Rob Betler announcing his resignation effective January 1, 2018.

Approval of Agenda

Jeanne Dixon made the motion to approve the agenda as presented.

2nd: Rose Staples Deese

The motion passed unanimously.

Consent Agenda

Consent Agenda items were emailed to board members prior to the meeting, including: Minutes of August 22, 2017 Board Meeting, ED Report, and Finance Reports (Smart Start Expenditures, Smart Start In-kind, NC Pre-Kindergarten Expenditures, and Other Funds Report).

Gale Coor moved to accept the Consent Agenda Items as presented

2nd: Rose Staples Deese

The motion passed unanimously.

ACTION ITEMS:

Cost Allocation Plan

Ariel Ayers presented the revised cost allocation plan that reflects adding a 1.0 FTE Staff Assistant whose salary and benefits will be paid equally from NCPREK Administration (50%) and Dual Subsidy Administration (50%). This new hire help with NCPREK and Subsidy and will free up Lissy Rios, current Administrative Assistant, to help with finance and other Smart Start administrative duties.

Hilary Smith made the motion to approve the new cost allocation plan with addition of Staff Assistant.

2nd: Maureen O' Bryan

The motion passed unanimously.

Program Oversight Committee:

Stephanie Bynum presented the following changes to four CADs per POC recommendation at their meeting on September 12, 2017. Proposed changes are highlighted in yellow.

Assuring Better Health and Development (ABCD)/Community Care of Southern Piedmont

POC recommended changes are as follows so that CAD aligns with budget:

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 in Cabarrus County 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 well-child 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, administrative support, and related program expenses, such as office supplies, employee training, travel, printing, and meeting expenses.

All were in favor of the POC recommendation to amend the CAD.

Reach Out and Read (ROR)/Community Care of Southern Piedmont

POC recommended changes so that Administrative Assistant and approved budget expenditures are reflected in the CAD:

This activity will provide a Project Coordinator and Administrative Assistant to partner with medical care practices in Cabarrus County to provide pre-literacy 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. The children's medical home may display a literacy-rich waiting room area that reinforces the doctor's prescription to read. This activity will also ensure data collection for project evaluation for at least 6 months after project completion. Smart Start funds may be used to provide supervision of program components, administrative support, and related program expenses, such as office supplies, service-related supplies, travel, and books to be given at well child visits.

All were in favor of the POC recommendation to amend the CAD.

Building Healthy Lifestyles/UNC-Charlotte

POC recommended changes include FTE Assistant increase from 0.25 to 1.0, adding wording to reflect addition of tracking device (pedometers) and aligning CAD with approved budget:

The Building Healthy Lifestyles activity is a multi-faceted approach to reduce childhood obesity in Cabarrus County. One contracted program manager and up to 0.25 1.0 FTE Assistant will implement the following in child care centers: Go NAP-SACC, Be Active Kids, Eat Play Grow, and tracking of BMI

and physical activity for participating and control facilities. Centers will continue to receive related training and technical assistance based on the needs identified in the assessment. Smart Start funds may also support related trainings, materials, travel, incentives, UNCC research analysis, and indirect costs be used to provide supervision of program components, administrative support, and related program expenses, such as office supplies, service-related supplies, travel, meeting expenses, employee training, indirect costs and UNC-C research analysis.

With two abstentions (Maureen O' Bryan and Hilary Smith), all were in favor of the POC recommendation to amend the CAD.

Inclusion Services/Thompson Child & Family Focus:

POC recommended changes include the addition of two Incredible Years program components (Classroom Management and Dinosaur School), removing Head Start as a priority, and aligning CAD with approved budget:

Inclusion Services will be provided to support the inclusion of unique needs of children ages 1 to 5 years in early education programs with typically developing children. The specialists will provide training, technical assistance, and consultation, and Incredible Years Classroom Management Program and may include Incredible Years Dinosaur Program to early educators in child care facilities in Cabarrus County with priority given to Head Start and NC Pre-K classrooms. The specialists will provide clinical behavioral assessments and provide individual support as needed, making referrals for full assessment to the Children's Developmental Services Agency (CDSA), the appropriate school system or other community mental health providers when necessary. The specialists will also support parents of children receiving inclusion support services by making family visits and providing Triple P as needed. The specialists will offer community-based workshops on topics relevant to inclusion, such as behavior guidance and classroom management, open to both educators and parents. Smart Start funds may be used to provide cost of travel, service related supplies to families and/or providers to support technical assistance provided and meeting supplies for in-service training. Supervision of program components, administrative support, and related program expenses, such as office supplies, service-related supplies, travel, printing, meeting expenses, employee training, indirect costs and incentives.

All were in favor of the POC recommendation to amend the CAD.

FY17-18 Reallocation of Funds

Ariel presented the proposed FY17-18 budget reallocations as reflected in the spreadsheet provided to all board members. These changes reflect a change in the increased market rate for subsidy, the new Staff Assistant position, and the addition of Incredible Years program components to Inclusion Services. At this time, the Partnership cannot add additional families to the subsidy program due to the market rate increase. Jamie Clark is currently forecasting to determine if new families may be added.

Rose Staples Deese made the motion to reallocate funds as presented.

2nd: Jeanne Dixon

The motion passed unanimously.

INFORMATION ONLY

Anne Laukatis Award Vote/Others to honor?

Ann shared that the Partnership received 2 nominees for the award this year. Information about both nominees was emailed to the board prior to today's meeting. Ballots were distributed and each board member attending cast their vote. Both Robbie and Ann received proxy votes from board members unable to attend today's meeting. The winner will be announced at the Voices for Children Luncheon in December.

Ann asked board members to please email her names of any other persons they believe should be recognized/honored at the luncheon.

Voices for Children Luncheon

Robbie shared that corporate donations were not sufficient to cover the increased costs of having the annual luncheon at the Cabarrus Country Club. Ann reported the Development Committee established an October 15, 2017 deadline as the date in which they would make the determination of venue based on corporate donations. The luncheon will be held at All Saints Episcopal Church with the same caterer as the past few years. The cost of the luncheon will be covered by SS funds and the corporate donations received to date. Staff will develop a Holiday Gift Guide pamphlet for the luncheon.

Cuddle Up Coat Drive

Elizabeth Albright is making preparations for the coat drive that will begin on November 1, 2017. A community event will be held at the Cabarrus Brewing Company on December 8, 2017. More information will be shared once event plans and drop box locations are finalized.

Dolly Parton Imagination Library (DPIL)

Ann shared the award letter from NC.PC regarding the approval of the partnership's application to support the DPIL in Cabarrus County. The partnership has been approved for \$21,500 during FY17-18. Staff is currently reviewing program guidelines and working to establish a relationship with local postmaster. Staff hopes to begin enrolling children soon with assistance from community partners.

Leading for Equity

The next Leading For Equity Retreat is scheduled on November 2, 2017 from 10 am to 2 pm at Central United Methodist Church. Ann encouraged all board members to attend the retreat. Grant money received from the Cannon Foundation will be used to pay for the facilitators. Central UMC is providing the facility space and food free of charge. Ann is excited about the creative work the law enforcement community is doing. Health disparities was the topic of the Listen to Your Heart community dialogue series recently held at First Presbyterian Church in partnership with Cabarrus College of Health Sciences. The faith community is also collaborating to address homelessness.

Special Appropriation

Ann reported the contract for the \$125,000 special appropriation was signed by the partnership in September. To date, no funds have been received by the partnership. The money will be used for family support programs (Parents as Teachers, Celebrating Families!, Project Baby Reach) and a contracted staff person who will perform trauma assessments for DHS.

Mission Moment

Ann shared a segment from Channel 9 News that featured a single father and his 4 year old daughter. The family has received services from Parents as Teachers, Celebrating Families!, PCIT and quality child care services paid for by Wake County Department of Social Services. Ann will email the video link to all board members.

Next Meeting

Robbie Furr reminded everyone that the next meeting will be the Voices for Children luncheon on December 5 from 12 – 1 at All Saints Episcopal Church. The Executive Committee will meet on November 14, 2017 at 7:30 am at Punchy's Diner.

With no further business, Maureen O' Bryan made the motion to adjourn the meeting.

2nd: Gale Coor

All were in favor.

The meeting was adjourned at 1:00 p.m.

Respectfully submitted,

Stephanie Bynum

