

**CABARRUS COUNTY PARTNERSHIP FOR CHILDREN  
BOARD OF DIRECTOR'S MEETING  
Tuesday, August 23, 2022**

The Board of Directors of the Cabarrus County Partnership for Children met on Tuesday, August 23, 2022, at 8:00 a.m. at All Saints Episcopal Church in the Parish Hall and via requested Zoom link, which was advertised on our website and in our newsletter. Ms. Beth Street presided over the meeting.

**These board members were present:**

- |                        |   |
|------------------------|---|
| 1. Beth Street         | Attorney/Government                                       |
| 2. Karen Calhoun       | DHS/Government  |
| 3. Carla Brown         | Government  |
| 4. Gil Small           | Community/Faith Community                                 |
| 5. Danielle Mauldin    | Services  |
| 6. Dr. Rosolena Conroy | Community/Pediatrician/Counselor (participated virtually) |
| 7. Amos McClorey       | Services/NAACP  |
| 8. Marcella Beam       | CHA/Community/Services                                    |
| 9. Patrick Graham      | CFEA/Community/Services                                   |
| 10. Pam Smith          | CCM/Community/Services                                    |

**These board members were absent:**

- |                   |   |
|-------------------|---|
| 1. Waynett Taylor | Services                                      |
| 2. Steve Morris   | County Commissioner/Government/Business Owner |
| 3. Lashay Avery   | Partners/Community/Services                   |

**A quorum was present.**

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

**Welcome:**

Beth Street welcomed board members and thanked them for attending our first in-person board meeting since February 2020. She introduced herself and asked each person present to introduce themselves as well. Ann Benfield shared a "get to know you," game called M & M Game for the board members to get to know each other.

**Approval of Agenda:**

The Board reviewed the agenda for today's meeting,  
Gil Small made a motion to approve the agenda.  
2<sup>nd</sup>: Amos McClorey  
All were in favor.

**Approval of Consent Agenda:**

The board reviewed the consent agenda items that were emailed to members prior to the meeting, including: Minutes of June 28, 2022 Board Meeting and August 2022 ED Report

Karen Calhoun made a motion to approve the consent agenda items as they presented  
2<sup>nd</sup>: Amos McClorey  
All were in favor.

**Connect to Purpose (WAGE\$ Report):**

Ann Benfield reported she included a report from our year-end WAGE\$ data on the responses from the child care community on the impact of this program as well as the number of child care workforce the Partnership is impacting with funding. She noted how please she was to see 127 participants for the year and the 31 out of 52 providers in the county are participating, which is over 60%. However she did want to board to note that still the average salary for a typical child care worker participating the program is only \$14.15, so there is room to help more.

Ann also wanted to inform the board that due to misinformation from the CCSA regarding the actual budget needed for the amount of workers enrolled, and those who have applied and been approved, we did not initially budget enough money. CCSA is unwilling to pay all currently approved workers at the full Tier I payments until more funds are budgeted, but the Partnership, which we are unable to do until our carryforward funds have been received, which will most likely be sometime in October. The CCSA will pay currently

approved, continuing workforce at 35% less than Tier I payments and will catch them up to full Tier I payments once more funds have been allocated to them.

There are two options, both which require more funding:

1. \$72,000 additional needed to bring everyone to Tier I full funding and adding the providers on the waiting list.
2. \$106,000 additional needed to bring everyone to Tier II full funding and adding the providers on the waiting list.

Ann reported her frustration with the way CCSA budgets and forecast their requested funding always projects more funding than they really need, because they asked last fiscal year for us to increase to Tier II to use funds leftover in May. Ann and Ariel plan to monitor the WAGE\$ program very closely to ensure that this same issue does not happen in the future. There are also a few things that may happen with the SUN Project that may free up additional funding to be put into WAGE\$ as well as the unallocated funding and carry forward funding. We are hoping to bring a proposal to you at the October board meeting to fully fund Tier I or hopefully fully fund Tier II.

Marcella Beam reported there has been some news that Cabarrus County ARPA funds may be being reverted and perhaps that is a way to support the difference in cost for the WAGE\$ program. Both Ann and Marcella plan to approach County Government Officials with this ask.

### **Program Oversight Report and Action Items:**

Lauren Westin reported Program Oversight met two weeks ago to review fourth quarter outputs and FY 21-22 outcomes. As a result of the meeting several action items have been sent to the full board as recommendations for approval from the committee.

1. During the program planning meeting with the newest program, Inclusive Child Care, it was determined that there was a need to change the Contracted Activity Description to include part-day programs, as well as the ability to use Smart Start funds for Non-Cash Grants. These changes were discussed with our Program Officer at NCPC and approved. The following CAD was presented to the committee for review and approval (changes/additions are highlighted in red):

This activity supports the inclusion of children with emotional, behavioral, and/or identified special needs in the child care setting. Services that are provided using Smart Start dollars in this activity include: (1) Technical assistance: Technical assistance (in the form of consultation and coaching) provided to early childhood educators working in start-up, licensed, and/or G.S. 110 child care facilities serving children birth to five years old. The Technical Assistance will be focused on improving the capacity of providers to support nurturing and responsive caregiving, create learning environments, provide targeted social-emotional skills, and support children with challenging behavior in child care settings through the use of Teaching Pyramid Observation Tool (TPOT). (2) Training for child care providers: Training for DCDEE credit hours provided on social emotional and behavioral competence related topics and coordination of CEU opportunities. **This program may serve part-day programs within the county.** Smart Start funds may be used to provide supervision of program components, administrative support, **Non-Cash Grants**, and other related program expenses such as office supplies, service-related supplies, travel, employee training, printing, and meeting expenses.

The Board Voted and all were in favor.

2. During the program planning meeting for Assuring Better Child Health and Development (ABCD) it was determined that there was a slight CAD change needed to ABCD as well, to remove the requirement to develop and disseminate materials. The following CAD was presented to the committee for review and approval (changes/additions are highlighted in red):

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 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 **may** also develop and disseminate appropriate materials to participating practices, **such as** 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, and related program expenses, such as office supplies, employee training, travel, printing, and meeting expenses.

The Board voted and all were in favor.

3. In light of the issues with WAGES noted earlier in the meeting, Program Oversight recommends to moved from Tier II back to Tier I for the start of this fiscal year so that when funding becomes available it can be allocated and all enrollees can be funded at the full Tier I amount.

The Board voted and all were in favor.

4. Program Planning Timeline (as included below) and identified priorities for the RFP and Bidding Cycle were recommended to the Board for approval.

**Cabarrus Partnership for Children  
Board of Directors Meeting  
August 23, 2022  
Program Planning Timeline FY23-24 & FY24-25**

<u>Month</u>	<u>Action – Planning Process</u>
July 2022	<ul style="list-style-type: none"> <li>*Program Planning Timeline developed by Partnership staff</li> </ul>
August 2022	<ul style="list-style-type: none"> <li>*Program Oversight Committee reviewed Program Planning Timeline for FY23-24 &amp; FY24-25</li> <li>*Community Needs Assessment Priorities are: Mental Health, Housing and Affordable Quality Child Care</li> <li>*Program Oversight Committee finalizes areas of focus for RFP</li> <li>*Board approves FY23-24 &amp; FY24-25 Program Planning Timeline and areas of focus for RFP</li> </ul>
September 2022	<ul style="list-style-type: none"> <li>*Partnership staff develops application materials</li> </ul>
November 2022	<ul style="list-style-type: none"> <li>*Request for Proposals released – Tuesday, November 1, 2022</li> <li>*Bidding Conference: Wednesday, November 9, 2022</li> </ul>
December 2022	<ul style="list-style-type: none"> <li>*Deadline for questions re: RFP/RFA is <b>Friday, December 2<sup>nd</sup>, 2022</b></li> <li>*<b>Proposals Due Friday, December 16, 2022</b>; Staff Review of Proposals</li> <li>*Proposals distributed to Program Oversight Committee electronically</li> </ul>
January 2023	<ul style="list-style-type: none"> <li>*Program Oversight Committee Meeting held to discuss applications/answer questions</li> <li>*Meetings with potential direct service providers, if needed</li> </ul>
February 2023	<ul style="list-style-type: none"> <li>*Program Oversight Committee Meeting held to discuss applications/answer questions</li> <li>*Meetings with potential direct service providers, if needed</li> <li>*Program Oversight Committee meets to make recommendation for FY23-24 &amp; FY24-25 Smart Start Programs for Annual Submission of Activities</li> <li>*Program Oversight Committee ranks programs based on importance/need in the community for funding should funding be limited</li> </ul>
March 2023	<ul style="list-style-type: none"> <li>*Approval of Programs to be funded FY23-24 &amp; FY24-25 by Board of Directors</li> </ul>
March/April 2023	<ul style="list-style-type: none"> <li>*Submit Annual Submission of Activities (ASA) for FY23-24 to NCPC</li> </ul>
February 2024	<ul style="list-style-type: none"> <li>*Program Oversight Committee meets to make recommendation for FY24-25 Smart Start Programs for Annual Submission of Activities and rank program based on importance/need in the community for funding should funding be limited</li> <li>*Approval of Programs to be funded FY24-25 by Board of Directors</li> </ul>
March 2024	<ul style="list-style-type: none"> <li>*Submit Annual Program Plan for FY 22-23 to NCPC</li> </ul>

The Board voted and all were in favor.

Lauren finally reported that Program Oversight Committee will meet next in November to review first quarter results and all program outputs are being monitored closely as we go into the bidding cycle and approval of proposals and new or existing programming.

**FY 21-22 and FY 22-23 Expenditure Reports:**

Ariel Ayers first presented reports for FY 21-22 to close out the year. She noted that Smart Start Expenditures there was some funding that remained unused and will be part of our carryforward in FY 22-23 due to receiving additional funding very late in the year.

The FY 21-22 NCPre-K Expenditure Report will need to be revised because the state moved \$33,000 from State to Federal Funding because we had already met our Federal limit. Only \$570.00 were unspent.

FY 21-22 Other Funds Report is grants and all other private funding that the Partnership receives.

Then Ariel presented the same reports for FY 22-23, she noted that not much funding has been utilized in July due to it being the beginning of the fiscal year and that should kick up in August.

**Board Member Forms:**

Ann Benfield reported that each board member will need to complete a Conflict of Interest Form, a Board Member Job Description, and Bio Information sheet for our website. Ann asked that if they could complete today before leaving the meeting and drop with Ann she would appreciate it. Forms will be sent to other members, not present, electronically.

**State Grant for the SUN Project:**

Ann Benfield reported that the SUN Project was awarded one million dollars in the state budget that will be coming through the county government to the Partnership. The logistics of this money is currently being worked out between Government Officials and Local Partnership staff.

**Rowan United Way Grant for the SUN Project:**

Rowan County United Way approached the SUN Project to submit a grant to them for funding to expand the SUN Project in Rowan County. Ann is unsure at this time if we will even need this funding given the other State allocation reported previously.

**Ann Laukaitis Champion for Children Award Nominations:**

Ann Benfield reported that the Ann Laukaitis Champion for Children Award Nomination forms are going to be announced and dispersed throughout the community and asked for the board's help in sharing about the award. Nomination forms will be due by October 14<sup>th</sup> and the board will decide at the October meeting how a winner will be selected.

**Support the Partnership – Contribution Reminder:**

Ann Benfield and Beth Street reminded the board members that all grant applications look for 100% giving from each board member of the applying agencies, and encouraged board members to donate to the Partnership if they have not already this calendar year.

**Meeting Adjourned:**

With no further business, and no objections, the meeting was adjourned at 9:05 a.m.

**Next Meetings:**

Board Meeting: Tuesday, October 25, 2022 at 8:00 a.m. in the Community Room at All Saints Episcopal Church (if you need to attend virtually please let Ann Benfield know before the meeting.)

Executive Committee: Tuesday, September 27, 2022 at 8:00 a.m. via Zoom

Respectfully submitted,  
Lauren Westin