

**Wake County SmartStart  
Executive Committee Meeting  
May 26, 2010**

A regular meeting of the Wake County SmartStart Executive Committee was held on Wednesday, May 26, 2010 in the conference room of the Wake County SmartStart offices located at 1121 Situs Court, Suite 250 in Raleigh, North Carolina.

Executive Committee members in attendance were Mary Ellen Anderson, Dale Cousins, Shanté Martin and David Zonderman.

Executive Committee members absent and excused were Donna Rutowski and Michael Weisel.

Staff members present were Louise Bannon, Gary Carr, Pat Clements, Pam Dowdy, WCSS Executive Director, Elizabeth Santana and Anna Troutman.

**Welcome/Call to Order/Adoption of Agenda/Approval of Minutes:**

Chair, David Zonderman, recognized a quorum and called the meeting to order at 8:37 am.

Mary Ellen Anderson moved to adopt the agenda, Dale Cousins seconded. Calling for a vote and hearing no objections, the motion carried. (05-10-78)

Dale Cousins moved to adopt the consent agenda which included the minutes from the March 24, 2010 Executive Committee Meeting, the April 2010 Financial Reports, a Budget Recommendation and list of DSP/ WCSS Decommissioned Fixed Assets, Mary Ellen Anderson seconded. Calling for a vote and hearing no objections, the motion carried. (05-10-79)

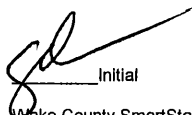
**Committee Reports:**

• **Finance Committee:**

Chair, David Zonderman, in the absence of Finance Committee Chair, Donna Rutowski, presented to the Executive Committee the Finance Committee recommendation, outlined on attachment B.1, to reimburse individual staff 401k retirement accounts for fees assessed on the accounts for Fiscal Year 2009-10 and to resume the payment of individual account fees by Wake County SmartStart beginning July 1, 2010. Dr. Zonderman reminded the committee of the Boards action last fiscal year to discontinue WCSS paying these fees and assess them directly to staff in budget reduction efforts. After a brief discussion, Dale Cousins moved to approve the Finance Committee recommendation to reimburse individual staff 401k retirement accounts, fees assessed on the accounts for Fiscal Year 2009-10 and to resume the direct payment of individual account fees by Wake County SmartStart beginning July 1, 2010 forward. Being a committee recommendation, no second was required. Calling for a vote and hearing no objections, the motion carried. (05-10-80)

• **Program Planning Committee:**

Committee Chair, Mary Ellen Anderson, reminded everyone that the Program Planning Committee was tasked to review PBIS criteria and make a recommendation to the Board regarding which criteria to eliminate and add. Attachment B.2 outlined all available criteria, highlighting those newly selected as well as those being recommended to continue, and the criteria being recommended for de-selection. All recommended criteria would be for FY 2010-2011. Also included were the criteria not selected by the programming committee. Ms. Anderson provided an overview of the Program Planning Committees process for determining the recommendation and entertained questions resulting in the Executive Committees support of the recommendation.

  
Initial

9-22-10  
Date

**New Business:**

• **Legislative Update:**

- **Smart Start Leadership Symposium** – Dr. Zonderman shared his thoughts regarding the symposium he recently attended with Executive Director, Pam Dowdy. He noted that Governor Perdue was the guest speaker and stated that she really “gets” what we do. She sees Smart Start as part of the “educational continuum” which begins at birth. The afternoon speaker, Michelle Hayes, VP of Prevent Child Abuse NC, focused on “Frameworks Research” which was very informative.
- **Legislative Visits** – after the symposium Dr. Zonderman and Ms. Dowdy went to the legislature and met with Rep. Deborah Ross, Rep. Chris Heagarty and Senator Richard Stevens. It was noted that the House budget would be due Friday, May 28<sup>th</sup> and hoping for a vote on Friday, June 4<sup>th</sup> with final approval by June 30<sup>th</sup>.

• **Strategic Planning:**

The committee was reminded that the next three year funding cycle will be starting and strategic planning must be incorporated. A discussion of strategic planning will be on the Board of Director’s agenda in June. to incorporate in a full day retreat in August. Some things to think about during this process will be: How has the economy changed the landscape of our work Considerations in this planning session should include the changes that have occurred over the last two years that have impacted our work and strategies should those changes continue.

• **Summary of Amended Contracts:**

Ms. Dowdy introduced attachment C.1 outlining the recommendation to approve the schedule of reconciled contract changes with listed DSP’s, In-house Programs and Administration. Amendments to the listed contracts had been approved by category during Board and Executive Committee meetings early in the year. Because of conflicts, Dale Cousins moved to approve all listed with the exception of Literacy Council and More @ Four as amended contracts. Mary Ellen Anderson seconded. Calling for a vote and hearing no objections, the motion carried. (05-10-81)

Shanté Martin moved to approve the amended Literacy Council contract. Mary Ellen Anderson seconded. Calling for a vote, noting the abstention of Dale Cousins and hearing no objections, the motion carried. (05-10-82)

Mary Ellen Anderson moved to approve the amended More at Four contracts. Dale Cousins seconded. Calling for a vote, noting the abstention of Shanté Martin, and hearing no objections, the motion carried. (05-10-83)


• **More at Four Contract Change:**

Ms. Dowdy brought forward a recommendation from the More at Four Advisory Committee outlined on attachment C.2. The recommendation is to contract with REE Southeast, Inc. for 34 More at Four slots at Little Pros at Wake Med for the remainder of the 2009-10 school year. As clarification, Little Pros was formerly owned by Kidworks and sold to REE Southeast, Inc. in April 2010. More at Four Director, Elizabeth Santana and Controller, Gary Carr have met with a representative of REE Southeast, Inc. to review the contract requirements to which REE Southeast, Inc. agrees to comply. It was noted that the center has a temporary license due to the change in ownership, and they plan to apply for five stars at the end of the six month temporary period. All current staff will remain at the center. Shanté Martin moved to approve the recommendation to contract with REE Southeast, Inc. for 34 More at Four slots at Little Pros at Wake Med for the remainder of the 2009-10 school year. Mary Ellen Anderson seconded. Calling for a vote and hearing no objections, the motion carried. (05-10-84)

• **Dashboard:**

The May dashboard, attachment C.3, was reviewed and no questions or concerns emerged..

With no other business noted, Shanté Martin moved to adjourn at 9:50 am. Mary Ellen Anderson seconded. Calling for a vote and hearing no objections, the motion carried. (05-10-85)

  
Secretary Signature

9-22-10  
Date