

**Wake County SmartStart  
Board of Directors Meeting  
June 23, 2010**

A regular meeting of the Wake County SmartStart Board of Directors occurred on Wednesday, June 23, 2010 in the conference room of the Wake County SmartStart offices located at 1121 Situs Court, Suite 250 in Raleigh, North Carolina.

Board members in attendance were Mary Ellen Anderson, Dale Cousins, Sandy Dietrich, Shirley Herndon, Giang Le, Shanté Martin, Marcia Mandel, Carol Mitchell, Peter Morris, Mike Smith, Joe Stewart, Betty Lou Ward, Jerrae Williams and David Zonderman.

Board members absent and excused were Nell Barnes, Arvelis Byrd, Donna Hargens, Donna Rutowski and Camille Schaffer.

Board members absent and unexcused included Michele Miller-Cox and Michael Weisel.

Staff members present were Louise Bannon, Gary Carr, Pat Clements, Pamela Dowdy, Executive Director, Nichelle Cole, Melinda Schlesinger and Anna Troutman.

In attendance as a guest was Gloria Cook from Wake County Human Services.

**Welcome/Call to Order/Adoption of Agenda and Consent Agenda:**

At 8:33 a.m. Board Chair, David Zonderman, recognized a quorum, calling the meeting to order.

Dale Cousins moved to adopt the agenda, Peter Morris seconded. Calling for a vote and hearing no objections, the motion carried. (06-10-86)

Shanté Martin moved to approve the minutes from the April 28, 2010 Board of Directors Meeting, Sandy Dietrich seconded. Calling for a vote and hearing no objections the motion carried. (06-10-87)

**Child Care Subsidy Planning Process:**

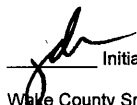
Gloria Cook, from the Subsidy Office of Wake County Human Services, addressed the board ,providing background information on the subsidy process, it's funding streams and how WCHS prepares to provide subsidy funds to the community in need. Ms. Cook outlined the department's strengths and areas that need improvement. She and Executive Director, Pam Dowdy shared their thoughts on creating a joint task force to address the areas needing improvement, examining best practices and proposing a recommendation to the funding organizations regarding the program administration. Information will be collected in the upcoming fiscal year with recommendations for implementation to begin FY2011-12. The board was supportive of this effort.

**Committee Reports:**

**•Finance Committee:**

In conjunction with Finance Committee member, Jerrae Williams, board chair David Zonderman presented the May 2010 Financial Reports. After a brief review, Joe Stewart moved to approve the May 2010 Financial Reports. Dale Cousins seconded. Calling for a vote and hearing no objections the motion carried. (06-10-88)

Dr. Zonderman then directed the Board's attention to the Conflict of Interest statements and reminded them everyone to fill out the statements for FY2010-11 and submit them to Pat Clements at the conclusion of the meeting.

 Initial

9/16/10 Date

**•Program Planning Committee:**

Committee Chair, Mary Ellen Anderson reminded the board of the PBIS criteria selection process. It is the committee's recommendation to de-select BE20 under Early Care and Education – Staff Benefits and to select PLA10 under Early Care and Education – Supply of Placements. She elaborated on the committee's process for determining the recommendation and answered questions from the board. Sandy Dietrich moved to accept the Program Planning Committees Recommendation to de-select BE20 under Early Care and Education – Staff Benefits and to select PLA10 under Early Care and Education – Supply of Placements. Shirley Herndon seconded. Calling for a vote and hearing no objections the motion carried. (06-10-89)

**Chairman's Report:**

**•Jerraé Williams Resignation:**

It was with regret that board chair; David Zonderman informed the board of the formal resignation submitted by Jerraé Williams. He noted that Ms. Williams, elected to the board in 2008, was an active member of the Finance Committee. Ms. Williams shared that she was leaving her position with the City of Raleigh to take the position as Deputy Treasurer of the City of Austin, TX. Dr. Zonderman presented Ms. Williams with a token of appreciation from her board peers. Peter Morris moved to regretfully accept the resignation of Jerraé Williams. Joe Stewart seconded. Calling for a vote and hearing no objections the motion carried. (06-10-90)

**•Legislative Update:**

Dr. Zonderman noted that the budget was still pending approval and the anticipation is that Smart Start is targeted for a 4% cut for FY2010-11. He noted that nothing is certain until the budget passes. It is hoped that the budget will be moved through committee by week's end and presented to the full General Assembly the following week.

**•Strategic Planning:**

Dr. Zonderman and Executive Director, Pam Dowdy shared information with the board regarding plans for the Strategic Planning Retreat to be held on Wednesday, August 25, 2010. It was noted that the retreat would be a working breakfast and lunch taking place at the WCSS offices beginning at 8:30am with a conclusion time of 1:30pm. Ms. Dowdy distributed a handout developed by the Evaluation department, outlining data points that would be helpful to them as they prepare goals for the next three-year funding cycle. The board was asked for ideas to incorporate for discussion at the retreat. Staff will prepare information based on the discussion, review with the Executive Committee and distribute in advance of the retreat.

**Executive Director's Report:**

With meeting time diminishing, Ms. Dowdy stated she would share information electronically.

**•More at Four Exceptions:**

Attachment C.1 outlined the list of exceptions that had been granted by the Office of Early Learning for FY2009-10. Ms. Dowdy noted this information is shared so the board was aware and that no action was needed.

With no other business to address, Board Chair David Zonderman entertained a motion to adjourn at 10:10am from Joe Stewart. Betty Lou Ward seconded. Calling for a vote and hearing no objections, the motion carried. (06-10-91)

  
Board Secretary Signature

9-16-10

Date