

**Wake County SmartStart  
Board of Directors Meeting  
December 19, 2007**

A regular meeting of the Wake County SmartStart Board of Directors was held on Wednesday, December 19, 2007 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, Nell Barnes, Kevin Cain, Dale Cousins, Sandy Dietrich, Donna Hargens, Kym Martin, Shanté Martin, Carol Mitchell, Peter Morris, Hannah Poteat, Gemimah Rodriguez, Donna Rutowski, Norris Thurston, Mary Urzi, Michael Weisel and David Zonderman.

Board members absent and not excused Paul Anderson, Michele Miller, Louise Orr, Camille Schaffer and Harold Webb.

Staff members present were Debi Bartholomew, Pamela Dowdy (Executive Director), John Guenther, Helen Horne, Elizabeth Santana, Anna Troutman and Pat Whelan.

Board Chair, Michael Weisel recognized a quorum and called the meeting to order at 8:38 a.m.

Norris Thurston moved the board to accept adoption of the agenda, Kevin Cain seconded, All voted and was approved unanimously. (12-07-20)

Donna Rutowski moved to accept adoption of the consent agenda which included minutes of the October 24, 2007 Board of Directors Meeting, and the November 2007 Financial Reports noting there were three minor grammatical corrections to be made on the October 24, 2007 minutes. Nell Barnes seconded, all voted and was approved unanimously. (12-07-21)

Donna Rutowski began the meeting with an update from the Finance Committee. She informed the board that the Finance Committee had recently met with David Koehler from Wachovia Bank, who will be the personal banking advisor to WCSS.

Mary Urzi, representing the Program Planning Committee, brought the Board's attention to attachment B.1, the committee recommendation to approve the RFP's documented in attachments B.2, 3, 4, 5, 6, 7, 8, 9, and 10 for the FY 2008-09 and up to 2 additional years. Ms. Urzi explained to the board the lengthy process of preparing the RFPs. The committee focused on the Board's priorities as identified through retreat, the mission and the specific goals. Board Chair Michael Weisel noted that only recently, WCSS was informed by NCPC that there was going to be a format change to the RFP template to include an "explicit logic model". Because of this last minute notification he and Executive Director Pam Dowdy informed the board that the final RFPs would incorporate the changes required. They assured the board that there would be no substantive changes in the context of the General Needs Data and that staff would add the new criteria. Peter Morris brought forth the motion to approve the RFP's as they now stand noting that the mandated inclusion of the "explicit logic model" would be incorporated by staff and the final RFP's will be given to the Executive Committee for final approval. Norris Thurston seconded the motion, all voted and was approved unanimously. (12-07-22)

Executive Director, Pam Dowdy began her report by bringing the board's attention to attachments C.1 & 2 outlining the current MAF Slot Placements and the recommendation to accept the Guidelines Exception Request as approved by the Office of School Readiness. Dale Cousins moved to accept the Guidelines Exception Request outlined in attachment C.2., Donna Rutowski seconded. All voted and was approved unanimously. (12-07-23)

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Next, Chair Michael Weisel announced that due to the amount of time taken to go over the Program Planning Committees portion of the meeting there would not be enough time for the PBIS Results presentation that Evaluation Manager Melinda Schlesinger was planning on giving. He noted that the presentation slides were included in the agenda packet and encouraged the board to go over the information on their own. It was stated that this presentation would be added to the February 27, 2008 agenda.

Executive Director Pam Dowdy moved onward with her report presenting attachments C.4 & 5 outlining the NFP (Nurse Family Partnership) Recommendation. She explained that Wake County would be competing with 13 other counties within North Carolina to secure one of 8 programs to be funded beginning July of 2008. The funding is in the range of \$500,000 and will be available for 5-7 years. Local partnerships who are awarded this grant will be required to contribute a percentage of their budgets and it is the staff recommendation to the Board of Directors to authorize an allocation of \$75,000 as of 7-1-08 to the Nurse Family Partnership Project should Wake County be successful in securing a grant to operate the program in Wake County. Peter Morris moved to accept the recommendation to authorize \$75,000 as of 7-1-08 to the Nurse Family Partnership Project, Kevin Cain seconded, All voted and the motion was approved unanimously (12-07-24)

Ms. Dowdy concluded her report by focusing the boards attention to attachment C.6 which outlined several key notable items including an update on the MAC (Multi-County Accounting and Contracting) program, a notation that NCPC will be monitoring WCSS from January 22-28, 2008, an update on the NC CPA Board hearing, the allocation of \$83,032 from the OSR to the MAF program, a notation that during 2007, 38 different organizations made use of the WCSS conference rooms for a total of 321.5 hours and finally a very big thank you to the Board of Directors for approving December 24, 2007 as an extra day of holiday break for staff.

Board Chair Michael Weisel gave a very brief report informing the board of the appointment by Governor Easley of board member Peter Morris to the NCPC Board of Directors, a brief update on the NC CPA Board hearing and a reminder that Governor Easley will keep the MAF expansion high on his priority list for his last year in office.

With no other new business Chair, Michael Weisel wished everyone a very Happy Holiday and adjourned at 9:58 am.

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Board Secretary Signature

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Date