

**Wake County SmartStart
Board of Directors Meeting
August 27, 2008**

A regular meeting of the Wake County SmartStart Board of Directors was held on Wednesday, August 27, 2008 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, Dale Cousins, Kym Martin, Shante Martin, Michele Miller-Cox, Louise Orr, Hannah Poteat, Gemimah Rodriguez, Donna Rutowski, Norris Thurston, Mary Urzi and David Zonderman.

Board members absent and excused were Paul Anderson, Kevin Cain, Sandy Dietrich, Donna Hargens, Carol Mitchell, Peter Morris, Camille Schaffer and Michael Weisel.

Board member absent and unexcused was Harold Webb.

Staff members present were Debi Bartholomew, Gary Carr, Nichelle Cole, Pat Clements, Pamela Dowdy (Executive Director), John Guenther, Amy Hall, Helen Horne, Marie Maguire, Elizabeth Santana, Melinda Schlesinger and Anna Troutman.


Board Vice Chair, David Zonderman presided over the meeting in the absence of Chair Michael Weisel. Mr. Zonderman recognized a quorum and called the meeting to order at 8:41 a.m.

Mary Urzi motioned the board to accept adoption of the agenda, Nell Barnes seconded, All voted and was approved unanimously. (08-08-01)

Mary Urzi motioned to accept adoption of the consent agenda which included minutes of the June 25, 2008 Board of Directors Meeting, the July 2008 Financial Reports, and a list of WCSS Decommissioned Assets. Michele Miller-Cox seconded, all voted and was approved unanimously. (08-08-02)

Mr. Zonderman handed the floor to WCSS Director, Pam Dowdy who expressed Chair, Michael Weisel's regrets for not being in attendance due to an unforeseen family emergency. Ms. Dowdy began with some updates listed under the Chairman's Report in Mr. Weisel's absence. The first update pertained to NCPC receiving legislative approval to keep reverted funds received from Local Partnerships. This will allow NCPC to reallocate funds to LPs in the following year. It is anticipated that WCSS will receive an additional \$341,392 for services.

The next update pertained to the Leadership SmartStart-Board Governance Self Study. Mr. Zonderman informed the Board to anticipate receipt, via email, the Board Source survey from NCPC beginning tomorrow August 28th. He stressed to the Board the importance of full participation and encouraged everyone to please take time to fill out the survey and return in a timely manner.

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Mr. Zonderman moved on informing the Board of the resignation of Board Member Mary Urzi. Ms. Urzi, a Social Services representative since July 1, 2001, is retiring and relocating to Boone, NC. He thanked her for her leadership expressing she had done a superb job in her role as Chair of the Program Planning Committee among many other accomplishments over her seven year term. Ms. Urzi responded by letting the board know how very much she has enjoyed the privilege of sitting on the WCSS Board stating "it's been an extraordinarily satisfying experience". She stated her plans to continue her involvement in early childhood education issues in her new community of Watauga County.

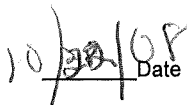
The last update Mr. Zonderman reported to the Board pertained to NCPC's Conflict of Interest Policy. NCPC is asking LP Boards to review their existing policies. NCPC guidance recommends all conflicted Board members to recues themselves not only from participating in conversation on issues but also to leave the room while conversation is occurring. This policy would have implications for Boards who may not meet quorum if these members were removed and brings into question the "open meeting" issue. There is ongoing research being conducted as to the viability of this policy and the Board will be kept informed as information is received.

Dale Cousins, Allocations Committee Chair, took the floor bringing the Boards attention to attachment C.1. She brought to the Board two recommendations, first of which pertained to the recommendation to approve up to \$123, 259 in funding for Motherread/Fatheread to implement Literacy Invites and Nurtures Kids Success (L.I.N.K.S) program for the remainder of FY08-09. This program had been brought to WCSS earlier in the year, although the proposal was strong, there were not enough funds to include the activity. It was noted that should funds become available, this would become a priority activity. Dale Cousins moved to approve up to \$123, 259 in funding for Motherread/Fatheread to implement Literacy Invites and Nurtures Kids Success (L.I.N.K.S) program for the remainder of FY08-09. As this is a committee recommendation no second is required. All voted, with Nell Barnes abstaining, and was approved unanimously. (08-08-03)

Ms. Cousins brought forth the second recommendation to reallocate unneeded funds from the More @ Four Program to Child Care Subsidy, services and administration. More @ Four received an increase in the per slot reimbursement rate from \$428 to \$515. This increase, along with additional slots creates a decrease in the amount of SmartStart funds needed in the amount of \$1,109,369. The allocation to Child Care Subsidy was reduced from the prior year by \$1,221,460 so that funds could be directed to More @ Four anticipating that there would not be an increase in the slot reimbursement. Staff will work with WCHS to determine the priorities for the service and the specific amount for administration and services through the MOU. Dale Cousins moved to approve the recommendation to reallocate unneeded funds from the More @ Four Program to Child Care Subsidy, services and administration. As this is a committee recommendation no second is required. All voted, with Mary Urzi and Mary Ellen Anderson abstaining, and was approved unanimously. (08-08-04)

The meeting progressed with Pam Dowdy giving the Executive Director's Report. Ms. Dowdy began by noting that More at Four has seen a significant increase in slots and is currently in contract with the Office of School Readiness for 1,269 slots. The Board's attention was drawn to attachment D.1 outlining the current list of MAF sites, their star rating, the number of classrooms, and the number of slots per site as well as transportation fees charged. Ms. Dowdy noted that particular action was needed regarding the transportation fees because any fees that may be charged by any MAF site must be approved by the Board.


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Ms. Dowdy drew the Boards attention next to the 2008-09 reimbursement rate noting that Public School/HeadStart sites would be reimbursed at a rate of \$260/child/month, an increase of approximately \$30 and all other sites would be reimbursed at a rate of \$868/child/month which comes out to a \$100 per month increase for 4 star centers and a \$50 per month increase for 5 star centers. The formula for calculating the rates for FY2008-09 was determined by using the 2007 subsidy market rate for child care and adding a 3% cost of living increase for 08-09. The 4 and 5 star rates were then averaged to get the new rate. Staff is recommending the Board to approve this increase. There was some conversation between board members regarding how best to encourage moving 4 star centers to 5 star as well encouraging teachers to move toward BK certification before Hannah Poteat moved to accept the staff recommendation to approve the transportation fees, slot allocation and the increased reimbursement rate for FY2008-09, Dale Cousins seconded, all voted, noting an abstention from Shanté Martin, and was approved unanimously. (08-08-05)

Ms. Dowdy then moved forward turning to attachment D.2 outlining her Executive Director's Report which included: Contracts have been distributed to partner agencies and services are underway with the exception of NFP; Two new staff members were welcomed, Communications Director Marie Maguire and MAF Program Assistant Taushau Wilkinson; MAF has been busy with recruitment and placement to fill 1,269 slots; Staff met with WCPSS staff to review processes for referrals of children between 3-5 years old with suspected delays; NC Institute for Early Childhood Professional Development is piloting a teacher certification program to help teachers maintain records of their credentials. And lastly, the Finance Department has been busy with year-end reports and noted the Audit Package is due and will be submitted to NCPC later this week.

Vice Chair, David Zonderman inquired if there was any other business to bring forward. Being none noted Norris Thurston moved to adjourn at 9:47am, Michele Miller-Cox seconded, all voted and approved unanimously. (08-08-06)



Board Secretary Signature

10/22/08

Date

