

**Wake County SmartStart
Board of Directors Meeting
December 9, 2009**

A regular meeting of the Wake County SmartStart Board of Directors occurred on Wednesday, December 9, 2009 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, Kevin Cain, Dale Cousins, Sandy Dietrich, Donna Hargens, Shirley Herndon, Marcia Mandel, Shanté Martin, Michele Miller-Cox, Carol Mitchell, Louise Orr, Hannah Poteat, Gemimah Rodriguez, Mike Smith, Norris L. Thurston, Michael Weisel, Jerraé Williams and David Zonderman.

Board members absent and excused were Nell Barnes, Arvelis Byrd, Giang Le, Randy Innes, Peter Morris, Donna Rutowski, Camille Schaffer, and Joe Stewart.

Board members absent and unexcused were Betty Lou Ward.

Guests in attendance were Dawn Dawson and Janet Godbold from the Wake County Public School System.

Staff members present were Debi Bartholomew, Gary Carr, Pat Clements, Pamela Dowdy, Executive Director, John Guenther, Amy Hall, Helen Horne, Richelle Johnson, Elizabeth Santana, Melinda Schlesinger and Anna Troutman.

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

At 8:35 a.m. Board Chair, David Zonderman, recognized a quorum calling the meeting to order.

Hannah Poteat moved to adopt the agenda, Jerraé Williams seconded. Calling for a vote and hearing no objections, the motion carried. (12-09-28)

Kevin Cain moved to adopt the consent agenda which included minutes from the October 28, 2009 Board of Directors Meeting, the October 2009 Financial Reports, an updated Conflict of Interest Master List, a 401k Plan Resolution and WCSS Decommissioned Assets. Dale Cousins seconded. Calling for a vote and hearing no objections, the motion carried. (12-09-29)

Committee Reports:

•**Board Development Committee:**

Past Chair, Michael Weisel took time to recognize five retiring members of the WCSS Board of Directors: Kevin Cain, Louise Orr, Hannah Poteat, Gemimah Rodriguez and Norris Thurston. Mr. Weisel spoke eloquently, touching on their years of service to the board and highlighting accomplishments. Board Chair, David Zonderman presented each with a token of appreciation.


•**Program Planning Committee:**

Committee Chair, Mary Ellen Anderson began her report reminding the board of their charge to the Program Planning Committee to investigate the downward trend in the Early Intervention saturation rate for children 3-5 years old. Attachment B.1 is a synopsis of this work. The Program Planning Committee recommends collaboration with the Local Interagency Coordinating Council (LICC) and other community agencies to further consider factors identified in the full study and identify appropriate action steps. After considerable discussion regarding the committee's findings, Mary Ellen Anderson moved to approve the Program Planning Committee's recommendation outlined in attachment B.1. Calling for a vote and hearing no objections, the motion carried. (12-09-30)

Chairman's Report:

•**Presentation from Family Child Care Association:**

Board member Michele Miller-Cox presented a decorated plate to the Board and Staff of Wake County SmartStart from the Family Child Care Association who celebrated their 25th Anniversary. The plate was in recognition of the support given by WCSS over the years.

 Initial

2/24/10 Date

• **Revised Allocation Recommendation:**

Executive Director, Pam Dowdy, presented an overview of the allocations process to date and presented two recommendations from staff. The first recommendation is the approval to expend unallocated funding, up to \$203,024 as approved during the October Board meeting and outlined in attachment C.1b. The second recommendation is the approval to proceed with planning for an expenditure of up to \$360,000 for services and contracts as outlined in attachment C.1b, should no additional reversions by NCPC to address statewide budget shortfall be required. Considerable discussion of the funding process and the recommendations for allocation followed. Hannah Poteat moved to approve the staff recommendation to expend unallocated funding, up to \$203,024 for the recommendations outlined in attachment C.1b, Louise Orr seconded. Calling for a vote and hearing no objection, the motion carried. (12-09-31) Hannah Poteat moved to approve allowing WCSS staff to continue to hold \$450,000 in reserve and allow staff to proceed with planning for an expenditure of up to \$360,000 for services and contracts as outlined in attachment C.1b. Louise Orr seconded. Calling for a vote, noting abstentions of conflicted members in attendance: Donna Hargens, Shirley Herndon and Shanté Martin. The motion carried by majority. (12-09-32)

Executive Director's Report:

• **Updates:**

Executive Director, Pam Dowdy directed the board's attention to attachment D.1, outlining highlights since the last board meeting. A few other items of mention:

- ✓ NCPC Monitoring has begun and will continue through December 17, 2009
- ✓ Partner Visits by Board: Dale Cousins shared her experience visiting with staff from Crianza Con Carino and Michele Miller-Cox shared her experience visiting with Gloria Cook with WCHS Subsidy. Both had very positive experiences, expressing a much better understanding of the respective programs and WCSS funding.
- ✓ A visit with Rep. Rosa Gill was made on Tuesday, December 8th, along with Donna Hargens and Chair, David Zonderman. Rep. Gill was extremely receptive and pledged her support for Early Childhood programs.

• **More at Four Update:**

Attachment D.2 outlined the More at Four Community Advisory Group recommendation to approve the transfer the remaining 28 "restored" slots from WCPSS to sites listed and outlined on the accompanying chart and approval of the reimbursement/transportation rates also outlined in the accompanying chart. After a brief discussion Carol Mitchell moved to transfer the remaining 28 "restored" slots from WCPSS to sites listed and outlined on the accompanying chart and approval of the reimbursement/transportation rates also outlined in the accompanying chart. Michele Miller-Cox seconded. Calling for a vote and noting abstentions by the following board members in attendance: Donna Hargens, Shirley Herndon and Shanté Martin. Hearing no objections, the motion carried. (12-09-33)

• **Dashboard:**

Ms. Dowdy wrapped up her report with attachment D.3 outlining the most current dashboard data.

With no other business to address Chair, David Zonderman entertained a motion to adjourn at 10:07 a.m. from Hannah Poteat, Carol Mitchell seconded. Calling for a vote and hearing no objections, the motion carried. (12-09-34)



Board Secretary Signature

02-24-2010

Date