

**Wake County Smart Start
Board of Directors Meeting
April 24, 2024**

A meeting of the Wake County Smart Start (WCSS) Board of Directors was held on Wednesday, April 24, 2024 with Chair Katherine Williams presiding.

Board members present: Christine Alvarado, Nikia Coates, Heather Drennan, Matt Ellinwood, Susan Evans, Matt Glova, Sherry Heuser, Mickey Holt, Leslie Ann Jackson, Ronetta Pearsall, Antonia Pedroza, Tonya Venable, Joe White, Katherine Williams and Stacey Wilson-Norman

Board members absent: Catherine Lassiter, Colleen Roache

Staff members present: Alex Livas-Dlott, Carol Orji, Joan Crutchfield, Gary Carr, Gayle E. Headen, Sasha Gomez, Bryce McClamroch, Tamiko McCullough, Kim McNeill, Nancy Peck, Lynn Policastro and Taylor Young

Guest: Dawn Dawson

Call to Order/Announcements

At 9:03 AM, Chair, Katherine Williams recognized a quorum and called the meeting to order. She announced the meeting is being recorded and noted the presence of staff members.

WCSS Healthy Initiative Coordinator, Tamiko McCullough presented the “Mission Moment”, focusing on Healthy Initiatives. She opened the “Mission Moment” by encouraging board members to share their memories of favorite early outdoor childhood activities in the chat. The presentation began with an overview of why Healthy Initiative programs are important and the beneficial outcomes that result from these activities. Tamiko shared highlights and examples of Preventing Obesity by Design (POD), an evidence-based health promotion strategy, outdoor learning environments (OLE), Healthy Eating and Farm to Early Child Care. She also showed examples of how Healthy Initiatives utilize opportunities for family and community engagement to extend the program benefits of healthy living beyond children and child care educators.

Sherry Heuser moved to adopt the agenda. Tonya Venable seconded the motion. Calling for a vote and with none opposed, the motion carried. (4-24-69)


The Board reviewed items on the consent agenda. Matt Glova moved to approve items on the consent agenda including minutes from the February 28, 2024 Board meeting, February 2024 financial reports and March 2024 financial reports. Mickey Holt seconded the motion. Calling for a vote and hearing no objection, the motion carried. (4-24-70)

Committee Reports

Allocations Committee

Committee Chair, Tonya Venable provided background for the funding process and a summary of the multi-level allocations review process and criteria, including needs within the community, alignment with Board-identified priorities as reflected in the WCSS Strategic Framework and the availability of WCSS funding, as a prelude to presenting the Allocations Committee funding recommendation for the first year of a three-year funding cycle. Ms. Venable commended committee members and staff for their efforts. Ms. Venable mentioned that in addition to considering the amount requested and looking for duplication of services offered by activities, next year, there is a plan to collect data in advance of the funding process, that will be used to determine community need. She referred to the chart on Attachment B.2, as she reviewed recommended funding by categorized areas. She noted the total requested in proposal submissions exceeded available funding by \$3.9 million.

Following questions and discussion, Sherry Heuser moved to accept as a total package the allocation of \$12,847,065 in funding for 12 organizations to implement 22 program activities in FY24-25 based on needs within the community, alignment with Board-identified priorities as reflected in the WCSS Strategic Framework and the availability of WCSS funding as follows:

 Initial _____ Date 7/9/2024 | 10:44 AM EDT

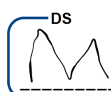
<u>AGENCY</u>	<u>PROGRAM ACTIVITY</u>	<u>ALLOCATION</u>
Wake County Human Services	Child Care Health Consultant	\$582,892
Wake County Smart Start	NC Pre-K	\$2,702,405
Wake County Smart Start	NC Pre-K Quality Enhancement (QE)	\$195,664
Wake County Smart Start	Quality Enhancement (QE)	\$537,518
Child Care Services Association	Rebuilding Capacity for Quality	\$157,792
Wake County Human Services	Child Care Subsidy	\$4,672,034
Book Harvest	Book Babies	\$125,000
Step Up Ministry	Baby Steps/Little Steps	\$100,000
Catholic Charities	School Readiness for Hispanic Children	\$174,439
Wake County Smart Start	SIPE Family Navigation	\$92,815
Triangle Area Parenting Support	Breastfeeding Support and Education	\$33,255
Fiesta Christiana Mission Congregation	Building Family Support	\$106,313
Triangle Area Parenting Support	Circle of Security	\$98,705
SAFEchild	The Nurturing Program for Spanish Speaking Families	\$119,360
Family Resource Center of Raleigh	Home Instruction for Parents of Preschool Youngsters (HIPPPY)	\$408,535
Wake County Human Services	Nurse Family Partnership	\$126,698
Wake County Public School System, Office of Early Learning	Parents as Teachers	\$750,642
Lucy Daniels Center	Social/Emotional Interventions For Young Children	\$633,694
Wake County Smart Start	Fundraising	\$108,986
Wake County Smart Start	Program Coordination and Evaluation	\$444,726
Wake County Smart Start	Systems Improvement and Public Engagement (SIPE)	\$675,592

Joe White seconded the motion. Calling for a vote, with noted abstentions for Wake County Human Services activities by Heather Drennan, Susan Evans, Ronetta Pearsall and Antonia Pedroza; abstentions for NC Pre-K by Heather Drennan, Susan Evans, Ronetta Pearsall, Tonya Venable and Stacey Wilson-Norman, and abstentions for Parents As Teachers by Heather Drennan, Susan Evans and Stacey Wilson-Norman and hearing no opposition, the motion carried. (4-24-71)

Board Governance Committee

Board Governance Committee Chair, Sherry Heuser presented a committee recommendation for a change in WCSS by-laws to align the minimum number of board members with the composition requirements of funding and regulatory sources. She emphasized that WCSS is not limited to this number and will continue to fill additional areas meeting current and future organizational priorities.

Nikia Coates moved to approve update to Article V, Paragraph 2 of the WCSS By-laws, relating to composition, as detailed on Attachment C.2, to reduce the minimum number of members from eighteen (18) to sixteen (16) to align with NC Pre-K Plan Requirements and NCPC Board Composition Option 2 requirements. Antonia Pedroza seconded the motion. Calling for a vote and hearing no opposition, the motion passed unanimously. (4-24-72)


Initial
Date
7/9/2024 | 10:44 AM EDT

Finance Committee

Finance Committee Chair, Matt Glova presented a committee recommendation to permit staff reallocation of reverted and carryforward Smart Start funds in the current fiscal year. He noted that the projected amount of reverted and carry forward funds at \$200,000 is well below the cap set by the North Carolina Partnership for Children (NCPC) and with budgets for in-house activities in good shape, only a portion of this amount is expected to be reallocated. Nikia Coates moved to approve authorization of staff to re-allocate Smart Start FY 2023-2024 reverted and carryforward funds to FY23-24 funded WCSS in-house activities. Susan Evans seconded the motion. Asking for a vote and hearing no opposition, the motion passed unanimously. (4-24-73)

Matt Glova presented a Finance Committee recommendation to adopt specific provisions of the SECURE Act 2.0 related to retirement planning. Mr. Glova summarized the provisions that all represent positive changes for employees' 401k accounts and noted that some of the provisions can be implemented immediately, while others will take effect later. Joe White moved to approve the implementation of the provisions of the SECURE Act 2.0 as detailed on Attachment E.1. Matt Ellinwood seconded the motion. Calling for a vote and hearing none opposed, the motion to approve was passed. (4-23-74)

Chair's Report

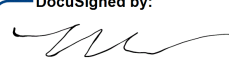
Chair, Katherine Williams yielded time for her report to the Executive Director's report.

Executive Director's Report

Executive Director, Gayle E. Headen thanked all staff and Allocations Committee members involved in the funding process, with special acknowledgements to Bryce McClamroch and Tonya Venable for their leadership.

- *Wake County Budget Public Hearings:*
WCSS is gathering parents, providers and teacher to speak before the Board of Commissioners at the budget public hearing on May 21 in support of the request for an additional \$3.8 million, primarily to raise the reimbursement rate for NC Pre-K and Wake ThreeSchool to be on par with the subsidy rate driven by the increase in the market rate; and secondarily, to fund an additional 100 seats for the Wake ThreeSchool program.
- Wake ThreeSchool (WTS): 442 eligible applications have been submitted to date for SY24-25.
- Community Relations and Development (CRD): A Request for Proposals (RFP) was developed with participation by Board leadership and the WCSS Leadership Team and was released on April 15, 2024. Ms. Headen commented that needs have changed since the last job description was written and the search for CRD Director, with an increased need for fundraising. The comprehensive RFP includes two major components: 1) development of an Advancement Plan; 2) search for CRD Director and possibly other CRD positions. The timeframe to have a new CRD Director in place is anticipated to be as long as 4 months.
- *Community Event:*
Ms. Headen encouraged the Board to save the date of June 1 from 10 AM to 2 PM to attend the first community event hosted by WCSS in collaboration with BILPOC community leaders. The purpose of the event is building/repairing relationships in the Black and Brown community and connecting families to a range of Early Childhood and other community resources with emphasis on in-house and funded partner activities. Emailed communication with details will be provided.
- *Outreach Mobile Unit:*
Ms. Headen announced that before the end of the week, WCSS will finalize the purchase of a van equipped for use as an outreach mobile unit. The purchase of the van is the culmination of response to community assessment feedback that highlighted the need for a mobile unit to allow WCSS team members to reach families where they are. The mobile unit will reduce barriers in accessing services and support families that lack transportation but also need in-person support.

With no further business to discuss, Sherry Heuser moved to adjourn the meeting. Matt Glova seconded the motion. Calling for a vote and hearing no objections, the meeting was adjourned by Katherine Williams at 10:12 AM. (4-24-75)

DocuSigned by:

Board Secretary

7/9/2024 | 10:44 AM EDT

Date