

PARTNERSHIP FOR CHILDREN OF JOHNSTON COUNTY
Executive Committee Meeting
June 13, 2007

The Executive Committee of the Partnership for Children of Johnston County met at 12 PM on June 13, 2007 at the Partnership office in Smithfield, notice of meeting having been duly given. Members present were:

Allen Wellons
Dr. Don Reichard
Lisa Brogdon
Shirley Whitley
Dwight Morris, Executive Director

Excused Absences: Leon Hiatt, Zaida Partin
Staff Present: Mandy Holland, Karen Mills, Jennifer Williams

Noting that a quorum was present, Mr. Wellons called the meeting to order at 12:15 pm

Minutes of the May 16, 2007 meeting were reviewed. Being no questions the minutes were approved as submitted.

Financial Status reports for month ending May 31, 2007 were reviewed. Dwight Morris reviewed the report. The spending coefficient percentages are pretty much on target. The Donations / Grants report was reviewed. The reports were accepted.

New Business

Evaluation Committee Recommendation – Karen Mills reviewed the Evaluation Committees recommendations. Monitoring has been a little more intense this fiscal year. Outreach needs to be more involved with the programs and the DSPs need to work on using the PFC logos on flyers and forms. Child Care Health Consultant activity has low outputs due to training of new staff. The staff have a good understanding of the CAD. The committee recommends that all contracts be extended for FY 0708. Dwight reported that NCPC has approved for PFCJC to go into contract at 100% of Admin and 80% of Services based on the 06/07 base allocation. Lisa Brogdon made a motion to approve the recommendation (*please not Lisa no long has a conflict as a child care provider, she has sold her center). Don Reichard seconded the motion and the motion passed unanimously. Shirley Whitley abstained from the vote.

TIP Policies and Procedures – There are a few changes to the policy for 06/07 due to staff title changes. A summary was provided for each committee member. Don Reichard made a motion to approve the recommendation. Lisa Brogdon seconded the motion and the motion passed unanimously. Shirley Whitley abstained from the vote.

TIP Policies and Procedures – For the TIP 07/08 polices there will be some changes made to the contracts grant agreement. Health Insurance and Child Care will have the same eligibility and will be at staff level instead of center level. This will streamline the activity. There was some discussion on what would happen if staff were deemed ineligible. Lisa Brogdon made a motion to approve the recommendation. Don Reichard seconded the motion and the motion passed unanimously. Shirley Whitley abstained from the vote.

Other Business

Dwight discussed the annual review of the Janitorial and Landscaping contracted services. Proposals were received from local companies for both services. Barefoot and Associates was the only company that returned a proposal for landscaping services. PFCJC will continue to contract with Barefoot for landscaping services. Three proposals were received for janitorial services. Two companies submitted proposals that were close in cost. There was some discussion on the quality of work of our current janitorial services provider. The janitorial proposals are still being reviewed.

Committee Reports

- Board & Resource Development – The BRD Committee met last Tuesday. They discussed the direction of the fundraising efforts. Small fundraisers are being put on hold and more effort focused on a major fundraising event. Heidi will be doing some research on how we could get the best results and will have more information by the next executive committee meeting. Any suggestions are welcome by the committee. Outback will continue to host a luncheon in August. Next meeting will be July 10.
- Program Committee- The committee is continually discussing ways to restructure. DSP's tend to bring staff to make reports and share information about their programs. Committee should work as a collaborative group with a small group of board members to be the actual program committee. This will hopefully be in place by the fall.
- More at Four – The MAF selection committee will be meeting on July 10.
- Finance & Audit Committee – No Report – will be meeting again in July.
- Subsidy Work Group – The subsidy work group met and discussed each of the subsidy activities. The majority of discussion was around the enhancements to four and five star facilities. It was agreed that the enhancements should be linked back to some quality indicators through an application type process and that we need to continue discussions about balancing enhancements for subsidy and More at Four to more accurately reflect the cost of the higher quality More at Four classrooms.

Executive Director Report

Mr. Morris provided brief reports on the following:

- Business Summit on June 20 at the Workforce Development Center – All Board members are encouraged to attend.
- Jennifer Hamilton has resigned

The next meeting will be on July 18, 2007.

There being no further business, the meeting was adjourned at 1:15 pm.

Minutes submitted by Jennifer Williams

Approved _____ Date _____