

PARTNERSHIP FOR CHILDREN OF JOHNSTON COUNTY
Executive Committee Meeting
August 15, 2007

The Executive Committee of the Partnership for Children of Johnston County met at 12:00 pm on Wednesday August 15, 2007 at the Partnership administrative office, notice of meeting having been duly given. Members present were:

Leon Hiatt
Michelle Jones
Lisa Brogdon
Allen Wellons
Dwight Morris, Executive Director
Staff Present: Jennifer Williams

Noting that a quorum was present, the meeting was called to order at 12:05 PM.

Minutes of the July 18, 2007 meeting were reviewed. Lisa Brogdon made a motion that the minutes be approved as presented. Michelle Jones seconded the motion and the motion passed unanimously.

No FSRs this month due to the new fiscal year. We are currently in contract for 80% and were just given approval to go to 100%. Allocation summary for 0708, PFCJC will be receiving an additional \$4600 in admin, \$53000 in services, \$54000 one time allocation. PFCJC will go into 100% contract with the DSPs in September. Looking into where the needs are to put these additional funds. Possibilities include subsidy, MAF, and a Behavior Specialist activity. More At Four increase in slot funding has allowed us to increase admin take from MAF and should completely fund all 3 positions and will free up some funds that were written into that activity. Looking at shifting KidSource due to some possible duplication; these services / job duties will be placed into referrals.

Some discussion on the Behavior Specialist activity - would this be an in-house activity or contracted? Dwight stated that it could be an in-house position. Michelle asked if there was a need to keep a behavior specialist busy full time. Right now we are working on the research. There is a regional behavior specialist who is over 5 counties. PFCJC gets several calls concerning this issue. Allen asked if this could be tied into a grant thru NCPC.

New Business

TIP Agreement – Took dates out of the education piece and have until June 2008 to meet all requirements. Have to have all requirements met in current fiscal year. Spring semester usually ends in May and we use June 30 to give everyone time to get the documentation to the office. Documentation is collected throughout the year and registration information is checked in January to make sure participants are enrolled in spring semester. Added center requirement of 1/3 health insurance and centers are being asked to submit a statement regarding their contribution to the Health Insurance to use as documentation for Cash and Inkind. Lisa Brogdon made a motion to approve the agreements as presented. Leon Hiatt seconded the motion and the motion passed unanimously. Michelle Jones abstained.

Voluntary Shared Leave – PFCJC would like to implement a policy on Voluntary Shared Leave, we have been working on a policy based on the school system’s policy. NCPC is also working on a policy. A copy of the school system’s policy and a draft for PFCJC was provided for each executive committee member. After reviewing the policies it was recommended to table the VSL policy until we could get some input from NCPC.

Other Business

Compensation Plan - JulAnne Kalin with Carolina Human Resources presented the Compensation Plan for PFCJC. A copy of the plan was provided to all executive committee members. Ms. Kalin provided an overview of the process for the committee members. CRH evaluated positions not people, the positions were rated on several factors and given a value range. The pay grades were based on total number of points with a 30 point spread. The spread could be changed if needed with in the organization. Salary data was obtained from ESC, JCC, other local partnerships, and local companies.

Committee Reports

Board and Resource Development – Met on August 14. Kim Dowdle will now be sitting on the committee. BRD discussed the Born Learning program and clarified that this would be more of a community awareness campaign than a fundraising campaign. The committee members are hoping that increased awareness will bring in more corporate donations. There was discussion on how to use the unrestricted funds. One idea was to partner with someone to do an outdoor learning center that would be accessible to the special needs children. It would give potential donors something concrete to grasp.

Program Committee - No report

More At Four Committee – The committee talked about the budget during the last meeting. Headstart requested 54 slots (3 classrooms). This was approved at a rate of \$300 per slot. Two X Two in Benson requested 9 additional slots and will be start providing transportation. MAF staff and centers are getting ready for the new school year. There will be a staggered entry starting the week of August 27 with all classes started by September 4. PFCJC as increased from 294 slots to 400 slots.

Finance and Audit Committee – This year PFCJC will be audited by Winston, Evans, & Creech (a CPA firm) instead of the State Auditor’s Office. The audit is expected to be completed by the first of the year.

Executive Director’s Report – Elia Fajardo started on August 13 as the MAF Program Specialist. Outback is on August 22.

There being no further business, the meeting was adjourned at 1:05 PM.

Minutes submitted by Jennifer Williams

Approved _____ Date _____