

**Audubon Area Community Services, Inc.**  
***Child and Family Committee***

***MINUTES***  
March 12, 2008

Ms. Daisy James called to order the March 12, 2008 meeting of the AACCS, Inc. Child and Family Committee at 12:00 p.m. A quorum was established with the following members present.

**Members Present:**

Ms. Janie Drury  
Ms. Daisy James

Mr. Jerry Manning  
Dr. Sandra Obilade  
Ms. Jaime Rafferty

Ms. Helen Sears  
Ms. Anna Winkler

**Staff Present:**

Ms. Carrie Blackham, Family Resources Director  
Mr. Ronald Logsdon, Executive Director  
Mr. Aubrey Nehring, Head Start Director  
Mr. Terry Payne, Chief Financial Officer  
Ms. Amy Rafferty, Executive Assistant—Administrative, Head Start

***General Oversight and Reports***

***Financial Report.*** Mr. Payne distributed the Committee's respective programs' updated budget summaries, reviewing each one. Ms. James again expressed appreciation for the new-format full budget summaries and reviews that the members have been receiving in the past several meetings. The CFO explained that the numbers were on budget, have been staying consistent, and there are no major concerns with any program budget under the oversight of this Committee at this point in time.

***Child Care Assistance Program***

***Child Care Assistance Program (CCAP) FY2009 Contract.*** Ms. Blackham reported on a CCAP "service agent" meeting in Frankfort a day prior to this meeting. AACCS is one of five "service agents" who deliver CCAP services statewide. The meeting, said Ms. Blackham, resulted in a report from the Cabinet for Health and Families/Division of Child Care (DCC) that there would be a one-year extension to the service agents' existing CCAP contracts. The service agents will likely keep the same budget for FY2009 as currently provided, but there is a possibility of a 2<sup>1</sup>/<sub>2</sub>% cut, she said.

***CCAP Regulatory Changes.*** Ms. Blackham provided an update on some forthcoming regulation changes. **Parent Co-pay** — She informed the Committee members that the parent co-pay chart, which was being revamped, will now **not** happen. She said this was because of state budget shortfalls. However, the Cabinet *is* going to "round the co-pay amount down." **Child Absence Policy** — The Absence Policy, which will be effective May 1<sup>st</sup>, will also change in that the Cabinet will pay for no more than five (5) absences per month, regardless if the child care center is an "enrollment" center. **Non-traditional Care Policy** — The Non-traditional Care Policy, which has no effective date yet, will provide an additional \$1 per day per child for those child care providers who provide services between the hours of 6 p.m. to 6 a.m. The nontraditional care rate will be assessed *per child* instead of *per child care program*. **Maximum Improper Payment Rule** — Another change, advised Ms. Blackham, is that the CCAP program will be subject to the **5%** maximum improper payment rule, beginning federal year 2010.

***Child Care Resource & Referral (CC R&R).*** Ms. Blackham advised the Committee of a new certification program now available.

**R&R Credentialing Sought** — Ms. Backham informed the Committee that the Audubon R&R's (Green River and Pennyriple) have enrolled in the "National Quality Assurance Program." The

agency's R&R's will have about one year to fulfill the requirements for credentialing under this entity. DCC Director Sandy Cannon thinks that credentialing **may** be a small increase in program funding.

**2008 Provider Appreciation Banquets.** Ms. Blackham informed everyone that the Audubon R&R's 2008 provider appreciation banquets have been scheduled. The Pennyrile banquet will be August 9<sup>th</sup>, and the Green River banquet will be August 16<sup>th</sup>. Ms. Blackham said that she would remind the Committee members periodically over the next few months and provide them formal invitations. The banquets average from four to five hundred child care providers, she said.

**Regulated Child Care's New Regulation Forum.** The Division of Regulated Child Care has scheduled forums on the new regulation changes and the interpretive guidelines in this area on June 27<sup>th</sup> and 28<sup>th</sup> in Hopkinsville.

***Army Child Care in Your Neighborhood (ACCYN).*** The Fort Campbell Army Base has hired a military specialist to work as a referral specialist. Ms. Blackham said that she expects that this will be a large benefit to the Fort Campbell-focused ACCYN program.

**April 14-15 ACCYN / NACCRA Site Visit.** Ms. Blackham also informed the Committee that NACCRA, the National Association for Child Care Resource and Referral Agencies, which serves as the conduit for funding ACCYN under the auspices of the Department of Defense, will be doing a site visit on April 14-15 in Christian County. If any Committee member wants to participate, they should please contact Ms. Blackham for more information.

***Kentucky Works Program (KWP).*** Ms. Blackham had not as yet heard anything about renewal of the agency's 34-county FY2009 KWP program contract. She did, though, distribute a KWP report on all the program's service areas — a Development District Report — and informed the Committee members that it represented the KWP numbers from August 2007 through February 2008. She said she is very happy with the services and the contract numbers the AACS program is generating.

### ***Head Start/Early Head Start Program***

***Approval of Application for Supplemental Funds (FDC Training).*** Mr. Nehring provided the Committee members with a copy of the minutes from the Policy Council's Executive Committee meeting on February 12, 2008, in which the Policy Council gave its approval to submit the grant proposal. He went over the specific details and Ms. James asked for a motion to approve submitting the grant proposal.

*Mr. Manning made a motion to recommend AACS Board approval for the FDC Training Funds Supplemental Request. Ms. J. Rafferty seconded the motion; motion carried.*

***The Learning Villa — An Update.*** Mr. Nehring reminded the Committee members that the agency is a partner and co-owner of The Learning Villa, located on East Parrish Avenue (Highway 54 East) at Eighteenth Street, Owensboro. AACS Head Start will operate the new 80+ slot child care center being built on that 56-unit student-apartment campus. He explained that there will have to be Head Start dollars and slots allocated to this location to make it work, so the Head Start program will be moving the Helen Sears Family Development Center from the Rolling Heights housing development to the new Learning Villa location. This new facility will continue to bear Helen Sears' name, he said.

***2006-2007 AACS Head Start Program Information Report (PIR) Report.*** Mr. Nehring distributed copies of the PIR report for Committee members' self study. He said that, in the interest of time, he would cover the PIR report fully at a subsequent meeting of the Committee.

***Head Start Reauthorization — Update.*** Mr. Nehring informed the members of the December 2007 passage of the Head Start Reauthorization, but once again, he said that, in the interest of time, he would have to fully cover this topic at another meeting of the Committee.

***Head Start 2008 Self-Assessment — "PRISM" Governance Questions.*** Mr. Nehring provided the Committee a handout showing the new 2008 "Protocol" questions. He advised the Committee members that in view of AACS' triennial federal review scheduled for the next Head Start administrative year that

he would each meeting this year go over small segments of the Protocol questions during future 2008 Committee meetings.

### ***Preparing for the FY2009 Head Start Federal Review***

Mr. Nehring said the Protocol questions basically cover the same things that Ms. Colleen Mendel talked about in her February 19, 2008, training at the Board meeting. Mr. Nehring said that continuing to review, discuss and generally prepare Committee members for their meeting with the federal review team was, in his view, very important. He asked the members what they felt needed to be done to help the Board members feel prepared for the federal review next year.

Mr. Manning noted that for each area covered in the Protocol AACS already has policies in place. He said that he feels these are good enough, and that if the agency and its staff follow these policies in-house, we should be okay. Mr. Logsdon suggested that staff should “package the policies” to have on hand for Board and Committee members use in answering the reviewers’ questions during the Federal Review. He also advised that his executive assistant had recorded in very extensive minutes the entire Colleen Mendel presentation previously referenced by Mr. Nehring, and he will provide this resource for members’ reference as well.

Mr. Manning asked if all the Board members were aware of what *each* separate Board committee does. Mr. Logsdon said that he would also include a summary of committee’s roles in the next Board packet.

### ***Future Committee Meeting Dates***

Wednesday noon, May 14, 2008

Wednesday noon, July 9, 2008

### ***ADJOURNMENT***

There being no further business...

*The meeting adjourned at 1:15 p.m.*

Daisy James