

Audubon Area Community Services, Inc.
Child and Family Committee
MINUTES
March 4, 2009

Daisy James called the March 4, 2009 meeting of the AACCS, Inc. Child and Family Board Committee to order at 12:00p.m. A quorum was established with the following members present.

Members Present:

Ms. Margaret Bailey
Ms. Janie Drury

Ms. Daisy James
Dr. Sandra Obilade

Ms. Helen Sears
Ms. Vicki Tinsley

Staff Present:

Mr. Byron Mayes, Chief Financial Officer
Mr. Aubrey Nehring, Head Start Director
Ms. Carrie Blackham, CCAP/CCR&R Director
Ms. Amy Rafferty, Executive Assistant Administrative

General and Program Reports

Board Committee Orientation/Training. Mr. Nehring said that he still hadn't received the 30-day notice for the upcoming Federal Review, but he is confident that it will be conducted either the week of April 19th or the week of April 25th. The Committee members will be asked to come in on Monday morning of that week to be interviewed. Mr. Nehring distributed the questions that the Committee, as Board members, will be asked during the Review.

That handout was also mailed to all Committee members prior to the meeting. He explained that we have also tied these questions into our Self Assessment this year and asked the members to help him understand areas of strength as well as areas needing quality improvement, such as more training or written information. Mr. Nehring then went over each question with the members. There was some confusion about the Committee's involvement in the annual Self-Assessment, and Mr. Nehring explained that since these questions have been incorporated into the Self-Assessment, they were actually participating by taking place in this discussion. He also invited the members to attend any of the scheduled Self-Assessments in each county.

Ms. Sears asked if the questions apply just to Head Start, and Mr. Nehring clarified that they refer to Board action in the *entire* agency. Upon addressing all of the questions, Mr. Nehring asked the members if there were any questions they would like more information or training on over the next year. Ms. Sears would like to be more aware of the required training of the caregivers in Head Start and how often this training is updated. Ms. Drury asked for clarification of the Self-Assessment, which Mr. Nehring provided.

2009-2010 Strategic Objectives. Mr. Nehring passed out an update on the steps being taken to reach the Head Start/Early Childhood Strategic Goal. In the interest of time, he asked the members to read over the handout at their leisure and contact him with any questions or concerns.

March Financial Reports. Mr. Mayes distributed the **Credit Card Report** showing the activity from January and February for the entire agency. The report, which the Committee began receiving at the last meeting, is a standard report that can be viewed on the bank website. Mr. Mayes then passed out and reviewed the March Budget Performance Report. Everything seems to look good at this point. Mr. Mayes encouraged the members to call or e-mail him with any questions or concerns.

NEW BUSINESS AND COMMITTEE OVERSIGHT

Family Assistance Services Department.

Child Care Assistance Program (CCAP). The RFP-responsive proposal for the Child Care Assistance Program (CCAP) was submitted to the Kentucky Finance and Administration Cabinet last month. The requested CCAP budget for FY2010 was for \$1,573,035 – this is about \$200,000 more than the current year's budget and is mainly for new expenses, such as postage and office supplies that the local DCBS offices will no longer be providing. However, it is unlikely that there will actually be an increase in the budget, said Ms. Blackham. The earliest date that the agency will hear about the proposal/contract is the first week of April. Historically, applicants never heard about a contract that early, so it will more likely be in May.

\$34.889 million of the federal “stimulus” funds will be allocated to child care in Kentucky. About \$30 million of this amount will go to subsidy and the rest, 12.7% of the allocation, will go to “quality” in infant/toddler and after school programs. There will not be any changes to the CCAP program because of these funds.

Child Care Resource & Referral (CCR&R). **Strategic Objective:** The CCR&R staff is currently in the process of self-evaluation for Quality Assurance. There are three (3) areas in which the CCR&R program evaluates itself: 1) core competencies, which primarily involves agency and program policies, 2) family services and 3) provider services. The self-evaluation will be completed and submitted to the National Association of Child Care Resource and Referral Agencies (NACCRRA) by March 31st.

CCR&R contract monitoring is underway for the next six weeks. The Division of Child Care is doing a desk review, so staff will gather information and submit documentation to the state rather than having a one-day visit. Monitoring will be completed by April 15th.

The University of Kentucky is planning to exercise its option to continue AACS' CCR&R contract for another year, reported Ms. Blackham.

Army Child Care in Your Neighborhood (ACCYN). The Defense Department/NACCRRA monitoring originally scheduled for the end of January was postponed because of the ice storm. It has not yet been re-scheduled although it will probably occur in late March or April.

The Outreach Specialist and Program Director will be in Washington, D.C. for the National Association of Child Care Resource and Referral Agencies' National Policy Symposium. That organization funds this program and annual attendance is a contractual requirement.

Kentucky Works Program (KWP). Ms. Blackham reported a 15% increase in KWP referrals last month. That number is expected to continue to increase until the country's economic issues stabilize.

The KWP program has been focusing on developing placements in the food service and healthcare industries. The program has recently entered into a contract with Aramark, which caters to college campuses and school districts.

Work Experience Training (WEP). Several participants were placed with the American Red Cross during the recent ice storm. We received really positive feedback on their performance, so hopefully this will result in some good letters of recommendation and possibly job placement.

Wage Subsidy Program (WSP). The WSP clients are doing very well. More and more are staying employed for longer periods of time. There are several who have received raises and even one promotion during the wage subsidy placement.

Job Skills Training. Job skills training is a very difficult component of KWP because the program has to locate no-cost skills training opportunities for clients. Quick Jobs, in Christian County, is allowing KWP clients to go through their industrial maintenance certificate program at no cost.

Job Readiness Activities (JRA). JRA is also going well. Each participant completes an evaluation at the end of each week of training and then again when training is concluded. The evaluations are extremely positive and the participants seem to genuinely feel that they are receiving valuable information. Many of our participants have job offers before they've completed the training. One participant recently received a position as a law clerk with a Butler County law firm.

Senior Community Service Employment Program /Title V (SCSEP). Monitoring was just completed for this program. The program was monitored for the 2005-2006 program year, rather than the current or last program year, so it will be several years before they monitor the 2008-2009 program year, when it was moved into the Family Assistance Services Department. Results are expected within the next month.

The SCSEP program will hopefully have an *AmeriCorps*VISTA* volunteer to help for the next three-year period, advised Ms. Blackham

Head Start/Early Head Start Programs.

Head Start and the "Stimulus" Bill. Mr. Nehring distributed a handout containing information about the stimulus bill and explained how the federal "stimulus" was going to affect the Head Start program. The bill has allocated Head Start an additional \$2.1 billion to be expended over the next two years. According to AACCS' fiscal year, the agency will need to expend all the monies by September 30, 2010. But, said Mr. Nehring, Head Start would try to expend it (responsibly) as quickly as possible.

There are two parts to the "stimulus" funding for Head Start:

\$1 billion for Head Start/Early Head Start, in general. Mr. Nehring explained the formulas that will be used to allocate these funds. He pointed out that all staff will receive a guaranteed 4.94% COLA increase this year, followed by a .5% COLA increase next year. In addition, we won't be laying any staff off for at least the next two years. In fact, he hopes to be able to hire some additional staff.

\$1.1 billion specifically for competitive Early Head Start expansion grants will also be available. Mr. Nehring also informed the members that expansion is going to be very competitive and that we are going to apply for all we can get.

He directed the Committee members to the last page of his "stimulus" handout, which provided his possible projections for Audubon Area's Head Start (AAHS) program. Mr. Nehring said that he was very optimistic about the outcomes AAHS will see from the "stimulus" bill, and he will keep the members updated as new information becomes available.

Risk Management Meeting. Mr. Nehring invited all of the Committee members to attend this meeting at 9:30 a.m. on April 1, 2009. The members may attend in person in the Central Office Board Room or via conference call. The call in information was provided to the members.

NHSA Program of Excellence Site Visit. Mr. Nehring reminded the members that AACCS had reapplied for the National Head Start Association (NHSA) *National Program of Excellence* award. He informed them that AACCS head Start had recently had the required NHSA site visit. In the interest of time, he referred them to the handout he provided detailing the results of the site visit.

COMMITTEE CONCERNS

There were no committee concerns at this time.

FUTURE COMMITTEE MEETING DATES

May 6, 2009

July 1, 2009

September 2, 2009

November 4, 2009

ADJOURNMENT

There being no further business...

The meeting adjourned at 1:15 p.m.

Daisy James, Chairperson