

**Wake County SmartStart
Executive Committee Meeting
July 27, 2016**

A regular meeting of the Wake County SmartStart (WCSS) Executive Committee was held on Wednesday, July 27, 2016 with WCSS Board Chair, Mike Smith presiding. The meeting took place in the conference room of the Wake County SmartStart office located at 4901 Waters Edge Drive, Suite 101 in Raleigh, North Carolina.

Executive Committee members in attendance: Lorie Barnes, Dale Cousins, Mark Langford, Camille Schaffer, Mike Smith and Angie Welsh.

Executive Committee members absent and excused: Arvelis Byrd and Kelly Caldwell.

Staff members present: Phyllis Barbour, Gary Carr, Pam Dowdy, Nancy Peck, Melinda Schlesinger and Anna Troutman.

Welcome/Call to Order/Adoption of Agenda

At 8:30 AM, Board Chair, Mike Smith recognized a quorum and called the meeting to order.

Dale Cousins moved to adopt the agenda. Mark Langford seconded the motion. Calling for a vote and hearing no objections, the motion carried. (07-16-01)

Angie Welsh moved to approve the consent agenda which included: minutes from the previous meeting on May 25, 2016, May 2016 Financial reports, a recommendation for decommissioning of assets, the FY2016-17 Administration budget, acknowledgement of NC Pre-K Plan Assurances and Requirements for FY16-17, and a recommendation for adoption of a universal definition of quality child care and prioritization of system level needs in strategic planning. Mark Langford seconded the motion. Calling for a vote and hearing no objections, the motion carried. (07-16-02)

Finance Committee

Camille Schaffer said the Finance Committee did not meet in May, but have reviewed preliminary End of Year financial reports and found no major issues. Gary Carr reported that WCSS will repay North Carolina Partnership for Children (NCPK) \$86,000 in program reversions. Ms. Schaffer announced the annual audit is scheduled for October. Dale Cousins moved to approve the preliminary End of FY 2015-2016 financial statements. Mike Smith seconded the motion. Calling for a vote, and hearing no objections, the vote was unanimous. (07-16-03)

Allocations Committee

Allocations Committee Chair, Mark Langford reported that the committee met to review the Telamon Family Literacy Program (FLP) funding request prior to issuing a contract. He said based on the updated information they received, the committee recommends defunding the program and redirecting these funds to existing programs providing direct services. Camille Schaffer moved to amend the original 2016-2017 funding allocations approved by the Board to exclude the allocation for the Telamon Family Literacy Program and to prioritize this funding in the amount of \$116,472 to existing activities funded by WCSS that provide direct services to children and families. Dale Cousins seconded the motion. Calling for a vote and hearing no objections, the motion was approved. (07-16-04)

Chair's Report

Chair, Mike Smith announced he will meet during the first week of August with representatives at First Citizens Bank who have expressed interest in learning about WCSS and its work.

Executive Director's Report

- Executive Director Pam Dowdy gave an update regarding several items on the legislative agenda affecting Pre-K. She announced there will be a slight expansion of Pre-K slots across the state.
- Ms. Dowdy announced WCSS has selected a contractor for migrating email to Office 365. She said the next step will be migrating files from the public drive to allow staff access from any location via the cloud.
- Ms. Dowdy provided an update on event planning by the 20th Anniversary Planning Committee.

Pam Dowdy presented a staff recommendation for NC Pre-K reimbursement rates based on the measured quality of teacher/child interactions as well as educational qualifications to incentivize higher quality instruction. Following questions and comments, Lorie Barnes moved to approve the NC Pre-K reimbursement rates for 2016-17 as detailed on the chart marked Attachment D.2. Mark Langford seconded the motion. Calling for a vote, the motion was unanimous. (07-16-05)

With no further business to be addressed, the meeting was adjourned by Mike Smith at 9:07 am.

Lorie C. Barnes
Secretary

10/26/16
Date