

**Wake County SmartStart
Executive Committee Meeting
September 28, 2016**

A regular meeting of the Wake County SmartStart (WCSS) Executive Committee was held on Wednesday, September 28, 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 present: Arvelis Byrd, Dale Cousins, Mark Langford, Camille Schaffer, Mike Smith and Angie Welsh.

Executive Committee members absent and excused: Lorie Barnes and Kelly Caldwell.

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

Visitor: Kristin Bradley-Bull

Welcome/Call to Order/Adoption of Agenda

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

Camille Schaffer moved to adopt the agenda. Dale Cousins seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-16-09)

Strategic Planning

Kristin Bradley-Bull, Roots to Canopy Consulting, began with an agenda overview of the session as preparation for the October Board meeting. Executive Director, Pam Dowdy walked Executive Committee members through a chart of three strategic planning systems level options (Attachment A.1) developed in response to the intent expressed during the Board's strategic planning retreat. She commented on elements of WCSS's current work that exist in all three options, noting specific examples. Ms. Dowdy concluded the presentation with a look at WCSS's current investment in systems spending and options for resources if spending percentages are changed. Kristin Bradley-Bull led Executive Committee members in discussion to explore potential interest in going deeper into the county system level and to determine if additional information is needed for preliminary consideration by the full Board at the October meeting. Executive Committee requested examples of potential investments at the county system level to elevate work. Members voiced concerns including security issues related to data sharing and reduced level of influence at the county level, but overall expressed support for an increased focus on the county systems level.

Executive Committee members were also asked to consider if they would support a goal of investment in additional board and staff development and training. Members expressed favor for forming an advisory group of community leaders to help build influence and open doors in addition to board development. Executive Director, Pam Dowdy said the next step will be a further refined version of systems options, preliminary goals and investment funding percentages to present to the full Board at the October meeting.

Following the discussion on Strategic Planning, Mike Smith moved to approve the consent agenda which included: minutes from the previous meeting on July 27, 2016 and August 2016 Financial reports. Mark Langford seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-16-10)

Finance Committee

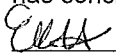
Camille Schaffer introduced a recommendation from the Finance Committee to establish a merit increase pool of 3% of current wages. She confirmed the increase is included in the FY 2017 budget, and is in line with current state and municipal merit increases. On behalf of Finance Committee, Camille Schaffer made a motion to approve a 3% increase in the FY 2017 merit wage pool for permanent positions as of June 30, 2016 excluding the Executive Director and MAC Accountant. Mark Langford seconded the motion. Calling for a vote, and hearing no objections, the vote was unanimous. (09-16-11)

Chair's Report

Chair, Mike Smith provided an update on efforts by the Board Development Committee to develop recommendations for the slate of officers, committee chairs and other candidates for election at the October Board meeting. Dr. Smith announced that he will be attending the Smart Start Leadership Symposium on Oct. 6.

Executive Director's Report


Executive Director Pam Dowdy reported that Telamon has been fully cooperative in completing all necessary steps to close out the Family Literacy program contract for FY 2015-16. She said WCSS has reviewed the documentation and has concluded it supports contract compliance. On behalf of WCSS staff, Ms. Dowdy presented a recommendation to

 Initial 1/25/17 Date

close out the program contract with Telamon. Camille Schaffer moved to approve closing out the Telamon Family Literacy program contract for FY2015-16 and document it as finalized. Dale Cousins seconded the motion. Calling for a vote, noting abstention by Arvelis Byrd, and hearing no objections, the vote was unanimous. (09-16-12)

- Pam Dowdy reported WCSS has received notification of 100% allocation from NCPC, and will now work to go into 100% contract with Direct Service Providers (DSPS).
- Ms. Dowdy said there has been a good response to voter polling information from the Early Childhood Foundation posted on WCSS's social media. She also reported the information along with an invitation to tour child care centers was sent to all incumbents and candidates, and has resulted in a number of requests for site visits.
- Ms. Dowdy reported that she and Anna Troutman were invited to serve on a Pre-K Transition committee to develop a series of recommendations that will be submitted to the Division of Child Development and Early Education.
- Ms. Dowdy provided an update on efforts by the 20th Anniversary Planning Committee. She reported a refinement of sponsorship packages is underway.
- Ms. Dowdy announced Joe White, Director of Finance and Business for NCSU Libraries, has joined the WCSS Finance Committee.

With no further business to be addressed, the meeting was adjourned by Mike Smith at 10:00 am.


Secretary Signature

1/25/17
Date