

**Wake County SmartStart  
Executive Committee Meeting Minutes  
January 25, 2017**

A regular meeting of the Wake County SmartStart (WCSS) Executive Committee was held on Wednesday, January 25, 2017 with WCSS Board Chair, Angie Welsh 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: Kelly Caldwell, Jim Greene, Liz Hamner, Mark Langford, Barbara Morales Burke, Mike Smith and Angie Welsh.

Executive Committee member absent and excused: Arvelis Byrd

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

**Welcome/Call to Order/Adoption of Agenda**

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

Mark Langford moved to adopt the agenda. Jim Greene seconded the motion. Calling for a vote and hearing no objections, the motion carried. (01-17-24)

Jim Greene moved to approve the consent agenda including: minutes from the previous meeting on September 28, 2016, December 2016 financial reports, a recommendation for insurance policy renewals for Commercial Package, Directors' & Officers Liability, Commercial Crime and ERISA bond and Workers Compensation and a recommendation to renew CDARS CDs. Kelly Caldwell seconded the motion. Calling for a vote and hearing no objections, the motion carried. (01-17-25)

**Finance Committee**

Kelly Caldwell reported on a recommendation from the Finance Committee to include a 5% increase for salaries and 7% increase for health insurance in the 2017-18 planning budget. Executive Director, Pam Dowdy responded to questions about compensation analysis and how the merit pool is implemented. Ms. Dowdy noted that any actual personnel budget increases will be submitted to the full Board for approval.

**20<sup>th</sup> Anniversary Planning Committee**

Committee Co-Chair, Liz Hamner introduced a recommendation developed in conjunction with WCSS Past Chairs Advisory Council to form a society to recognize and cultivate individuals who have made a significant contribution to the organization and create sustained giving. Pam Dowdy advised that staff will use a formula to credit past and present Board members for volunteer service in addition to a requirement for a financial gift or pledge. She said letters will be sent to those who have not made a donation in the past to advise them of the opportunity and commented that this approach may spark re-connection with volunteers from earlier years when fund development was not a part of the culture. Following questions and discussion, Kelly Caldwell moved to approve establishment of the 1996 Society. Mike Smith seconded the motion. Calling for a vote, and hearing no objections, the vote was unanimous. (01-17-26)

**Chair's Report**

Chair, Angie Welsh began her report with an update on the 2017-20 Strategic Plan. She reported staff leadership are evaluating strategies under the fourth goal of systems change to determine specific implications for adjustments to staff Board responsibilities. Ms. Welsh suggested blocking time at subsequent board meetings to "power map" community organization involvements and draw upon board connections to build relationships for achieving shared goals. She also commented on identifying Board training opportunities to help prepare for new roles and responsibilities. Pam Dowdy provided examples of what power mapping could look like for the Board.

Jim Greene reported on his attendance at a recent North Carolina Big 10 committee meeting. He said the Mecklenburg County Manager indicated Pre-K is a county priority and that they are in discussions about Pre-K public/private funding goals for their legislative agenda. Mr. Greene said that Wake County Manager, Jim Hartmann also stated Pre-K is a priority for Wake County, and others in the group voiced support.

Angie Welsh continued her report with an advocacy group update. She first spoke about Business and Education Leaders for Smart Start and Jobs, an organization providing advocacy support for Smart Start. She informed Executive Committee members that \$5,000 is included in the budget for renewed support of the organization.

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Ms. Welsh moved on to a summary of the NC Early Education Coalition's priorities for the 2017 Legislative Session. She made note of the priority of bringing Tier 3 counties, including Wake County, into alignment with the smaller Tier 1 and Tier 2 counties for improved child care subsidy reimbursement rates. Pam Dowdy suggested connecting the lobbyist working for these two advocacy groups to the lobbyist representing the interests of the North Carolina Big 10 group. Angie Welsh reviewed Smart Start's 2017 Legislative agenda. Pam Dowdy provided background to make the Executive Committee aware of a legislative provision that holds counties with populations less than 35,000 harmless for any cuts to Smart Start funding or penalties for not making the required match, which in turn spreads the cuts or penalties among the larger counties. She said she is working on messaging language for Senator Barringer and Representative Malone who support push back on this provision.

#### **Executive Director's Report**

Pam Dowdy presented a staff recommendation to clarify WCSS's long standing practice of not providing funding to individual child care facilities. Jim Greene moved to approve a written policy that WCSS will not allocate funding to individual child care facilities to support services or improve quality. Barbara Morales Burke seconded the motion. Calling for a vote and hearing no objections, the vote was unanimous. (01-16-27)

Ms. Dowdy proposed a recommendation from staff to use additional funding received from NCPC for existing slots in the NC Pre-K program. She said this would allow WCSS flexibility in spending resources allocated by Wake County which may be carried over to the next year. Kelly Caldwell made a motion to approve allocation of \$135,346 in additional funding from North Carolina Partnership for Children (NCPC) for the NC Pre-K program to support existing funded slots. Barbara Morales Burke seconded the motion. Calling for a vote and hearing no objections, the motion carried. (01-16-28)

Pam Dowdy introduced a staff recommendation to open an account to manage online ticket and table sales as well as registration fees through the WCSS website. She provided information about the service features and transaction fees and drew attention to Attachment E.4, a comparison of event ticketing management services, supporting Eventbrite as the preferred option. Ms. Dowdy said staff recommend WCSS absorb the fees charged on purchases. Following questions, Mike Smith moved to approve establishment of an Eventbrite account for managing online ticket sales and registration fees associated with WCSS activities. Kelly Caldwell seconded the motion. Calling for a vote and hearing no objections, the vote was unanimous. (01-16-29)

Pam Dowdy provided several updates including:

- continued work with Wake County on a proposal for Pre-K services expansion funding
- status of the application process for a Shape NC grant

Ms. Dowdy announced WCSS staff member, Joan Harris has received recognition from her local chapter of Alpha Kappa Alpha Sorority for her leadership in a community playground refurbishment project.

With no further business to be addressed, Liz Hamner moved to adjourn at 10:00 am. Kelly Caldwell seconded the motion. Calling for a vote and hearing no objections, the motion carried. (01-17-30)

  
Secretary Signature

3/22/17  
Date