

## Wake County Smart Start Executive Committee Meeting Minutes September 22, 2021

A regular meeting of the Wake County Smart Start (WCSS) Executive Committee was convened via Zoom on Wednesday, September, 2021 with WCSS Board Chair, Sherry Heuser presiding.

Executive Committee members present: Sherry Heuser, Liz Hamner, Leslie Ann Jackson, Barbara Morales Burke, Joe White and Katherine Williams

Staff members present: Phyllis Barbour, Gary Carr, Gayle E. Headen, Alex Livas-Dlott and Nancy Peck

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

At 8:33 AM, Board Chair, Sherry Heuser recognized a quorum and called the meeting to order. Barbara Morales Burke moved to adopt the agenda. Leslie Ann Jackson seconded the motion. Calling for a vote and hearing no objections, the vote passed. (09-21-13)

Executive Committee members considered draft minutes from the last Executive Committee meeting in July. Joe White moved to approve the minutes from the July 28, 2021 WCSS Executive Committee meeting. Barbara Morales Burke seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-21-14)

### Board Governance Committee

Committee Chair, Barbara Morales Burke reported L'Teisha Curtis submitted her withdrawal from the board due to her new job outside of Wake County. On behalf of Board Governance Committee, Barbara Morales Burke moved to accept L'Teisha Curtis's resignation from the WCSS Board and NC Pre-K Committee effective 8/27/2021. Joe White seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-21-15)

Barbara Morales Burke announced an upcoming first meeting of the new Board Governance Committee scheduled for September 29, 2021 to review the committee's responsibilities and a work plan for FY21-22.


### Advancement Committee

Committee Chair, Liz Hamner provided the following updates from Advancement Committee.

- Fund Development: WCSS has been selected to participate as a recipient charity in the Walgreens Giving Partnership Campaign, similar to participation in the Target Giving Circle during 2020
- 25<sup>th</sup> Anniversary Planning: WCSS Building Bright Futures for Children- An Evening Celebrating Partnerships and Progress has been chosen as a title for the culminating 25<sup>th</sup> Anniversary event. The planning workgroup is exploring potential event venues with 300 – 400 seat capacity. The committee has is engaging outreach to two potential keynote speakers – Allyson Felix followed by Lavar Burton. The committee continued discussion about identifying 25<sup>th</sup> Anniversary honorary co-chairs and the development of a 12-member host committee to broaden inclusivity.

### Finance Committee

Committee Chair, Joe White reported that the Finance Committee did not meet in September but received the August financial reports and reversion schedule for review via email. Mr. White presented a summary of August financial reports. Mr. White commented on anticipation that reverted funding will be reallocated to the partnership by the North Carolina Partnership for Children (NCPC) by sometime in December 2021. Katherine Williams moved to approve financial statements for August 2021. Barbara Morales Burke seconded the motion. Calling for a vote, the vote to approve was unanimous. (09-21-16)

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 Initial \_\_\_\_\_ Date 1/28/2022 | 11:45 AM EST

### Chair's Report

Chair, Sherry Heuser reminded the committee of the upcoming Racial Equity Board seminars scheduled for Oct. 27 and Dec. 1, 2021. She commented that the seminars will move from high level thinking to work at the committee level, beginning with Allocations Committee, as the area that is both most affected by and most affects racial equity issues.

### Executive Director's Report

Gayle E. Headen provided an update on the following topics:

- **Data Dashboard:** Ms. Headen reported delay in the timeline for developing data dashboard drafts as staff is working on simplifying data representation on the dashboard from the many and complex data sources.
- **Anticipated Smart Start Allocation:** Ms. Headen reported additional allocations for Smart Start have been included in each legislative budget proposal. WCSS expects \$1.2 million allocation from the anticipated \$15 million funding to the Smart Start network. WCSS directors are working on plans for allocation of new funding as well as \$295.9K in carry forward funding from Smart Start. Due to staff capacity, the plans will focus on 1-2 high impact areas and strengthening WCSS systems. The proposed plans are expected to be ready in October 2021. Once official notification is received from North Carolina Partnership for Children (NCPC), a recommendation for allocation will be brought to either Finance Committee or the full Board for consideration.
- **Office Reopening Plans:** Ms. Headen reported plans for office reopening to the public have been put on hold for the time being, however plans for office re-configuration are moving forward. WCSS is in conversation with the building landlord and an architect in addition to engaging a commercial real estate broker to provide market rate comparisons.

Barbara Morales-Burke moved to enter closed session. Liz Hamner seconded the motion. With unanimous agreement, the closed session began at 9:02 am (09-21-17)

Sherry Heuser led a discussion regarding the Executive Director's performance review. She reviewed input from staff leadership and executive committee members and received additional feedback to include in her conversation with Gayle E. Headen, Executive Director.

The committee also discussed an interest in reviewing the components of the performance review in the coming year with input from the Executive Director and others.

At 9:44 am, Liz Hamner moved to adjourn the closed session, Katherine Williams seconded, a vote was called for and all were in favor. (09-21-18)

With no further business to discuss, Barbara Morales Burke moved to adjourn the meeting at 9:45 am. Joe Williams seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-21-19)

DocuSigned by:

*Leslie Ann Jackson*

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Secretary

1/28/2022 | 11:45 AM EST

Date