

Spalding County Collaborative Authority for Families & Children

Executive Committee Meeting

Eagles Way Church

February 14, 2013

Present: Stephanie Windham, Bob Dull, Jewel Walker-Harps, Carmen Caldwell, Will Doss, Donna Parks, and Regina Abbott

Call to Order: Stephanie Windham

Minutes: Approval of January 15, 2013 Board meeting minutes deferred until March 19 Board meeting

Financial Report: Motion to accept through January 31, 2013 by Bob Dull, second by Will Doss, unanimous vote

Executive Director's / Coordinator's Report:

Joseph Walker spoke at Rotary on February 7. One member has followed up with interest in linking Habitat for Humanity and the collaborative.

The annual Pinwheels for Prevention is scheduled for April 1 at the corner of 6th and Taylor Streets. Donna Parks needs number of confirmed cases from DFCS to update sign. The tentative time 1 9 am pending confirmation with Sam Parks.

The Backpack Food for Kids Program is currently serving approximately 137 students. Volunteers for packing and delivering the bags are in place. A volunteer is needed to coordinate and manage the program.

Stewards of Children (SOC) training was conducted on January 31 for Griffin Housing Authority and Caring House. The Governor's Office for Children and Families sponsored a free SOC training on February 13. Additional training dates are scheduled for March 7 from 1-4 pm and March 15 from 9 am-12 pm at Hope Health Complete Wellness Center. One hundred percent of the collaborative independent contractors have completed SOC training. Spalding Collaborative has received national designation as a Darkness 2 Light Partner in Prevention. Three individuals (Mike Powell, Brent Huckabee and Molli Pruitt) are registered for the SOC facilitator certification training on March 12 conducted by the Georgia Center for Child Advocacy. Alpha2 Omega Center for Organizational Excellence and Prevent Child Abuse Spalding are sponsoring two of the individuals. The third is sponsored by another business out of Pike County. Partners for a Prosperous Griffin Spalding County is hosting Prevent NOW child sexual abuse community awareness breakfast on February 27 from 7:30- 9 am at the Welcome Center. The Griffin High School Culinary Arts Department is catering the event compliments of Prevent Child Abuse Spalding, Griffin Housing Authority and Spalding Regional Hospital.

Spalding hosted the regional meeting of Prevent Child Abuse Georgia on February 7. The memorandum of understanding with PCA GA will be executed upon review.

An Educational Prosperity update was presented to the Griffin Housing Council followed by a write up of the update in the Griffin Daily News.

An ex-offender focus group is scheduled for February 22. The University of Georgia Griffin Campus is revising the provider survey.

Since advising DHHS ACF the financial threshold requiring a single audit was not met in FY2010, there has been no further communication regarding the matter.

Annual filings with Department of Community Affairs (registration, public benefits, and financial review) completed. E-verify completed on new contractors, A Better Life Counseling & Coaching and Jillian Rafter.

The Dun & Bradstreet profile was updated with current officers and contact information. The collaborative was registered for Credit Signal to receive free monthly alerts on the D&B business credit file.

The FY2014 Family Connection fiscal agent designation was submitted by the Griffin-Spalding County School System. The FY2014 annual plan is due March 15. Georgia Family Connection Partnership has delayed the website conversion until March 1.

Three of the six technical assistance meetings with the Community Foundation for Greater Atlanta coaches have been completed for the Neighborhood Fund grant. One Town One Goal is scheduled for April 27 at Fairmont Heritage Park. County Extension program associates for the community garden facilitated neighborhood meetings on January 29 and 30. Funds are needed to offset the cost or to provide financial assistance for children of families in need to attend summer camp and school break camps.

A grant adjustment notice was submitted to the Governor's Office for Children and Families reflecting the change in subcontractors for First Steps to A Better Life Counseling & Coaching. The Spalding County Health Department is providing in-kind services for the First Steps program and Low Birthweight strategy.

Spalding Collaborative received official word that we were not one of the ten planning grants nationwide selected for funding for the Department of Education Promise Neighborhoods grant. Copies of the reviews were provided. Spalding scored 92 out of 100 points.

A grant was submitted in the amount of \$5,000 to Central Georgia EMC for the Backpack Food for Kids Program. The Council on Alcohol and Drugs is providing \$7,000 to Spalding for an alcohol awareness campaign in April for underage drinking prevention, which may be in conjunction with One Town One Goal.

Old Business

The FY2012 independent accountant financial review from Clifton, Lipford, Hardison & Parker (CLH&P) was presented.

New Business

On recommendation from CLH&P, a monthly financial reconciliation and review policy and procedure was unanimously approved on motion by Will Doss and seconded by Bob Dull requiring the monthly bank statement reconciled to the general ledger be reviewed and approved by a designated official.

Haisten & Johnston has provided a quote for accounting services as follows:

- FY2013 – Prepare 990 for year ended June 30, 2012 and review January through June 2013 bank reconciliations and financial statements at \$240 per month for a total of \$1,200
- FY2014 – Prepare 990 for year ending June 30, 2013, review bank reconciliations and financial statements monthly, and prepare 1099 forms at \$175 per month for a total of \$2,100

Other accounting quotes will be sought before entering a letter of engagement.

Griffin Housing Authority is partnering with Southwest Georgia to submit the 2013 Youth Build proposal.

The Youth Advisory Council is planning a summit on Saturday, April 13 at New Generation Christian Fellowship at 6 pm. The topics will include underage drinking, teen pregnancy, gang violence, dating violence, and cyber bullying.

There being no further business, the meeting adjourned.

Submitted:

Approved:

Regina Abbott, Coordinator
Spalding County Collaborative Authority
for Families & Children

Stephanie Windham, Chair
Spalding County Collaborative Authority
for Families & Children