

Spalding County Collaborative Authority for Families & Children

Executive Committee Meeting

Eagles Way Church

October 17, 2013

Present: Stephanie Windham, Jewel Walker-Harps, Carmen Caldwell, Will Doss, Bob Dull, Donna Parks, Cynthia Tidwell, Joseph Walker, Regina Abbott, and Annetta Berry from the Georgia Family Connection Partnership

Call to Order: Stephanie Windham

Minutes: Motion to approve August 15, 2013 executive committee meeting minutes by Will Doss, second by Carmen Caldwell. Motion carried with one abstention from Bob Dull who was not present at the meeting.

Financial Report: Motion to accept financial report (attached) ending September 30, 2013 by Carmen Caldwell, second by Bob Dull, unanimous vote

Executive Director's Report:

The Community Conference for Seniors on September 24 at the Senior Center had more participation this year.

Coordinator's Report:

A proposal to train 321 staff in January is under review by Griffin Spalding County Schools. Annual E-verify report due to Department of Audits next month. Directors and officers insurance paid. Fifteen grassroots members of the Educational Prosperity Initiative (EPI) attended the Community Foundation for Greater Atlanta Neighborhood Summit in Atlanta with two staff members. The Resident Council applied for the Neighborhood Fund grant in the amount of \$2,747 with the Collaborative as fiscal agent. UGA Improvement Design Charrette for Vocational/Fairmont High School and neighborhood is scheduled for October 25-27 with the findings and preliminary options to be presented at the December 5 EPI meeting. The 2012-2013 Governor's Office for Children and Families (GOCF) First Steps grant closed out September 30 with a response back that the deliverables were exceeded. A total of 781 families (requirement 760) served. The 2013-2014 GOCF First Steps grant request was not funded. The Healthy Children Strategy Team (HCST) has set a goal to serve 500 families with existing resources. HCST approved \$1,000 PCA-S funds for calendars to put in the parent resource packets to finish out the fiscal year. We will continue to look for other funding sources. The University of GA Health Insurance Marketplace Navigator has been strategically connected with community partners.

Old Business

Bob Dull made a motion seconded by Donna Parks to recommend the proposed Handling Fee policy (attached) as amended to the Executive Board for approval at their November meeting. Unanimous vote.

Clifton, Lipford, Hardison, & Parker are working on the FY2013 financial review. Haisten and Johnston will complete Form 990 period ending June 30, 2013 upon completion of the financial review. The treasurer continues to assure the monthly reconciliation to the general ledger and the coordinator will complete 1099s .

The Community Conference planning has been placed on hold until the completion of the Fairmont and Heritage Park re-design project is completed by UGA. Partners for a Prosperous Griffin Spalding County will begin working to plan a signature event for the collaborative that will inform the community on progress being made to eliminate poverty. The first event is likely to be planned around the release of the re-design plan.

The Spalding Board of Health's focus group has met twice. The group has developed a mission statement to educate on health status regardless of socio economic status. The community survey ends November 16. Cynthia Tidwell will receive credentialing from Emory as diabetes certified educator upon completion of 1,000 hours training. The group meets the second Thursday of each month.

New Business

Will Doss made a motion seconded by Carmen Caldwell to approve the purchase of the 2,500 backpacks ordered for the 2013 event for a reduced balance of \$3,175 for the 2014 Back to School Bash bringing the bottom line unit cost to \$1.95. Unanimous vote.

Bob Dull made a motion seconded by Jewel Walker-Harps to approve the adoption of the Code of Ethics policy (attached). Unanimous vote

Jewel Walker-Harps made a motion seconded by Carmen Caldwell to revise the Critical Incident Report policy and procedure to coincide with GA Department of Human Services contract requirements for the Family Connection funding.

Will Doss made a motion seconded by Bob Dull to contract with Alpha2 Omega Center for Organizational Excellence in the amount of \$11,000 to provide health promotion, public awareness data management, strategy implementation and management of the FY2013 Kaiser Permanente/Georgia Family Connection Partnership Low Birthweight Prevention Strategy grant. Unanimous vote.

Community stakeholders met with a representative from the Georgia Association of Food Banks to learn about Georgia's effort in the No Hungry Kid Campaign. Joseph and Regina will attend training in Macon during November to learn more about the Spalding Collaborative serving as a fiscal agent for providers.

After completing the listening tours, GA Family Connection Partnership considered all of the feedback from across the entire state resulting in the identification of three types of collaborative function: partner engagement, program and services coordination, issue or population focused action with systems change, collaborative development, programs/services/activities, family engagement, results accountability, sustainability, and communications being the core elements of collaboration. Each collaborative will be asked to identify the function that best describes their work in the upcoming plan. Future reporting will be based on the function for improved depiction of what is actually occurring in a community. Annetta Berry will present the functions at the January Collaborative meeting. The Board will select the function in March.

Annetta Berry reviewed the Responsibilities of a Collaborative. Each Family Connection Collaborative is expected to sign the Responsibilities statement annually in February at the time the fiscal agent designation is signed. This new requirement is an effort to bring consistency and continuity among the network of collaboratives.

A representative of Prison Fellowship Ministry founded by Chuck Colson is scheduled to present information about bridge churches on October 24 at 2 pm at New Mercy Community Development Center.

Thirty-five families from Meriwether Homes were issued vouchers yesterday. Another 35 vouchers will be issued in two weeks and 37 next month. Utilities and moving costs are provided. The voucher level is based on income. Three families were over income. The Housing Authority expects to get a decision from Department of Community Affairs on the \$14 million grant next month for re-development of Meriwether Homes. Demolition is planned to begin at the end of January with construction beginning in June after closing with Housing and Urban Development.

Spalding County Health Department will provide free drive-through flu shots on October 22 from 6 am until 6 pm.

A career academy breakfast sponsored by Partners in Education is planned for the Welcome Center on November 5 at 7:30 a.m. Call Stacy Wilson to RSVP.

Eggs and Issues is scheduled for December 5 at 7:30 a.m. at Southern Crescent Technical College. Contact Chamber of Commerce to register.

The next Executive Committee meeting is scheduled for December 19, but will be cancelled if there is no business.

There being no further business, the meeting adjourned.

Submitted:

Approved:

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

Carmen Caldwell, Chair
Spalding County Collaborative Authority for Families & Children