

Executive Committee Minutes

February 12, 2014

1:00 p.m. to 3:00 p.m.

Early Childhood Investment Corporation
105 W. Allegan St., Suite 200
Lansing, MI 48933

Executive Board Members

Shauna Barbeau
Betsy Boggs
Susan Broman
Beverly Burns
Melissa Cragg
Beverly Hammerstrom
Reginald LaGrand
Jeffrey Mills
Leslie Murphy
Marianne Udow-Phillips

Staff

Joan Blough
Marijata Daniel-Echols
Carrie Hatcher
Jennifer Kurzynowski
Sean Neall
Karen Roback
Brenda Ruffing

Guests

Bill Tucker

Call to Order

Chairperson Beverly Burns called the meeting to order at 1:00 p.m.

Invitation for Public Comment

There was no public comment.

I. CEO's First Three Months

Dr. Marijata Daniel-Echols provided the Executive Committee an updated on her first three months as the Chief Executive Officer of the Early Childhood Investment Corporation. She referred the Committee to the CEO Goals that she and the leadership of the Executive Committee laid out for her first six months.

She stated that she has been laying the ground work, conducting listening sessions with the board, staff, external partners and reaching out to talk about relationships-taking in who we are, what we do, and where we want to be.

Ms. Burns stated that she distributed the CEO goals to the Executive Committee with an invitation for comment and none were received. She called for a motion to endorse and show board support of the goals for January through September.

Ms. Melissa Cragg moved and Ms. Leslie Murphy seconded. Motion carried.

II. Chair's Report

1. Consent Agenda – Action Requested

Ms. Beverly Burns stated that she continues to be very pleased with the transition and with Dr. Daniel-Echols in her leadership role. She added that she received a very nice note from Judy Samelson thanking everyone to be distributed in her honor.

Ms. Burns presented the Consent Agenda items for approval.

BE IT RESOLVED, the Early Childhood Investment Corporation Executive Committee approves all Consent Agenda items under the Chair's Report.

a. **Approval of Minutes**

Minutes from the September 11, 2013 Executive Committee meeting as presented.

b. **December 2013 Financial Statements**

Approval of financial statements for December 2013 as presented.

Ms. Burns called for a motion to approve the Master Resolution.

Ms. Betsy Boggs moved and Ms. Marianne Udow-Phillips seconded. Motion carried unanimously.

III. Discussion and Presentation Items

1. Review of the FY13 Audit

Ms. Beverly Burns introduced Mr. Bill Tucker with Abraham & Gaffney, P.C. He thanked the ECIC staff for their cooperation and hard work with the process. He reviewed the FY13 financial and single audit materials and reported that the audit is finding free.

2. Approval of FY13 Audit

Ms. Burns called for approval of the Master Resolution.

BE IT RESOLVED, the Early Childhood Investment Corporation Executive Committee approves the FY13 financial and single audits.

Ms. Melissa Cragg moved and Ms. Betsy Boggs seconded. Motion unanimously passed.

3. **Strategic Planning Update**

Dr. Marijata Daniel-Echols reported that the leadership team of the Investment Corporation has been engaged in a strategic planning envisioning process and that requests for proposals have been sent out statewide and nationally for a company to facilitate that process. The staff and board must endorse the plan once the process is complete. A work plan and fund development plan to support the work will be created at its completion.

She stated that it is important for all employees to touch the system, for the board to understand what is included and provide insights and feedback, and to include external feedback. She added that proposals are due next week and four are anticipated to be received. A contractor will be selected by the end of February with the process commencing March through May. It will be a quick process with findings available in June.

Ms. Burns stated that the Executive Committee members will be asked for their input and will have the task of reviewing and approving the work.

4. **Board Structure**

Ms. Beverly Burns asked the committee members to begin thinking about how the Executive Committee is structured to ensure we are in compliance with the Bylaws and are engaging members. She informed the committee that the position of vice chair is open and the committee will need to fill this role. This person would assume the chairperson role at the conclusion of her two-year term.

The committee came to the consensus that they should wait until the strategic planning process is complete to better understand and divide the work.

5. **Race to the Top-Early Learning Challenge Grant**

Ms. Joan Blough provided an update on the Race to the Top-Early Learning Challenge Grant. She stated that this award is an incredible opportunity for the state of Michigan. The goal of the grant program is to improve access to high-quality early learning and development programs for the state's highest need children birth to five. Reaching that goal requires that state's adopt a systemic approach for improving the quality, alignment and coordination of the workforce, policies and funding of these programs.

The Early Childhood Investment Corporation is working in partnership with the Office of Great Start, the Michigan Department of Community Health, and the Michigan Department of Human Services to put together very detailed scopes of work, budgets and agreements for resubmission to the U.S. Departments of Education and Health and Human Services at the end of March. Final scopes of work are anticipated to be approved by the two federal agencies in mid-summer.

There are many different projects that will be implemented collaboratively between these entities. There are six specific projects for which the Investment Corporation agreed to assume primary administrative responsibility. These projects include:

1. Increase the number of licensed providers participating in Great Start to Quality by providing a financial incentive for participation,
2. Increase the quality of licensed programs by providing quality improvement grants,
3. Make enhancements to the STARS and CONNECT platforms,
4. Improve the quality of small cohorts of unlicensed, subsidized providers through a defined training program,
5. Increase home-based provider participation in Great Start to Quality through outreach and engagement, and
6. Improve the quality of home-based providers by piloting the use of specialized Quality Improvement Consultants with expertise in the areas of health, social-emotional, and family engagement.

Dr. Daniel-Echols stated that the funding for the Race to the Top-Early Learning Challenge grant that will come to the Early Childhood Investment Corporation is primarily dollars that will pass through directly to providers and Resource Centers across the state.

The meeting adjourned at 3:00 p.m.

Respectfully submitted,

Shannon Horvath