

**Board of Directors Meeting
(Virtual Meeting)
Thursday, September 24, 2020
President's Report**

A. North Carolina Partnership for Children (NCPC) Updates / DCDEE Updates / Legislative Updates

1. **NCPC** – Continuing to meet twice weekly with network executive directors.
 - 100% allocation plus carry-forward funds: budget amendments anticipated in October/November. Beginning planning for recommendations for carry-forward funds.
 - \$5M in additional CARES funding (part of a total of \$20M for early childhood). NCPC is in contract with DCDEE and activities to start October 1. Focus on Resources for Resilience training and support for Wonderschool business software for Family Child Care Homes. Included in the proposals is access to technology for families to access services and Family Child Care Homes to utilize online resources.
2. **DCDEE** – Continue to monitor updated guidance for child care programs and NC Pre-K operation.
 - Subsidy programs operating under normal processes in September. Payment will be based on actual attendance and Parent Fees will no longer be waived. Programs must meet enhanced health and safety standards.
 - PPE and cleaning supplies have been provided to child care providers, with vendors delivering directly to them.
 - DCDEE is working to address concerns related to COVID-19 including payment when a facility is closed due to quarantine, when a subsidized child is not able to attend a facility due to being quarantined, and school-age children attending facilities full-time now that has started for the year.
 - ChildCareStrongNC Public Health Toolkit updated (see attached).
3. **NC Legislature** – The General Assembly went back into session September 2 and allocated COVID-19 relief through federal CARES money. Allocations included \$35M in flexible operational grants for licensed child care providers, \$8M to support low income families seeking remote learning opportunities in licensed and community based programs, \$19M to certain community based organizations to provide access to remote learning, flexibility on certain child care licensing requirements for community based programs during a state of emergency (temporary), a New Extra Credit Grant of \$335 to households with one or more children due to school closures.

B. Grant Opportunities/Updates

1. **Infrastructure Grant Opportunities:** Have requested proposal from Steve Fleming for third phase of work to complete design plans as well as potential phasing of the project.
2. **PDG RFP from NCPC for Family Connects Pilots anticipated in next 60 days.** The focus will be on single counties, rural and/or high need with the innovation of telehealth. Application will be done by Letter of Interest.

C. COVID-19 Updates

1. **PFC implemented its HR 110 Communicable Disease Policy on Monday, March 16. Building closed to general public March 30 and this status continues.**
2. **Phase 2:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has extended Phase 2 Safer at Home through October 2 with some modifications.
3. **PFC Guidelines:**
 - a. Staggered schedules continue, determined by supervisors by department to manage business and programmatic functions. Staggered schedules may include a combination of teleworking and on-site work.
 - b. Staff continuing to telework the majority of work time include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Masks provided to all staff to reinforce the 3 Ws.
 - d. PFC Staff, Tenants and their clients, and contractors (i.e. cleaning and security) must complete a screening questionnaire for COVID-19 prior to entry into the building.
 - e. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the criteria.
 - f. Virtual options for contact with families and providers continue. Limited face-to-face contact with families and providers done with supervisor guidance when dictated to complete deliverables. In those cases, procedures for 3 Ws and screening are followed.
 - g. Began limited utilization of conference room space for groups of no more than 10 people effective June 22 in order to meet deliverables. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.
 - h. Enhanced cleaning of the building throughout the day continues.
 - i. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday only, with client appointments during the hours of 8:30 am – 6:00 pm. The building remains closed on weekends and PFC recognized holidays through Phase 2.
 - j. Extended hours proposed for building access, beginning in October for two evenings a week and one Saturday each month.
 - k. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board. Decisions are made based on state guidance and mandates.
 1. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. PFC Audit/NCPC Monitoring

1. Auditors did their virtual site work the week of August 31. Follow-up work continues by auditors.
2. NCPC Monitor on site the week of September 21. Staff provided documents requested ahead of time and have met with monitor upon request during site visit. Follow up will occur as she completes her review and report.

E. RFPs

1. **The RFP for the Three-Year Smart Start Grant Cycle July 1, 2021 through June 30, 2024 posted.**
2. **The RFP for a new phone system (VoIP) posted.**

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3. **RFP for Sustainability Planning Consultant** posted.
4. **RFP for Google Ad Grant Certified Professional** posted.

F. Events

1. **Flu Shots** – Will be available to staff and board members October 6, Noon-3:00 pm. Anthony will provide registration information
2. **Board and Committee Meetings:** Meetings conducted virtually at least through the end of Phase 2 due to space limits of conference rooms for social distancing. When we resume face-to-face meetings, a virtual option will continue to be available.
3. **All Staff Virtual meetings:** Effective July 8 conducted second and fourth Wednesdays, 2:30-3:30 pm through the duration of the COVID-19 emergency.
4. **The CCR&R department will host virtual Provider meetings in October focused on School-age programming.** Two sessions scheduled: October 5, 6:30-8:30 pm; October 10, 10:00 am – Noon.
5. **Bidder's Conference (Mandatory) for Three-Year Smart Start Cycle,** October 12, Virtual sessions at 10:00 am and 2:00 pm.
6. **Recruiting for RFP Allocation Review teams** for an estimated 15-20 hour commitment from January to March over three meetings and application review and scoring. Contact Pamela Federline (pfederline@ccpfc.org).

PFC is a 501(c)(3) non-profit organization supported by public and private funds through Smart Start, NC Pre-K, tax-deductible donations, and grants.



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