

Executive Committee (Acting on Behalf of Board))
(Virtual Meeting)
Thursday, December 17, 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.
 - We are still at 85% and have been given the go ahead to go into 100% allocation plus carry-forward funds. Part of this amendment includes updates on some of our CADs to match allocations and program adjustments.
 - \$5M COVID Relief Project: Implementation October 1-December 30. Staff and providers have participated in Resources for Resilience training and we are supporting Family Child Care Homes in use of Wonderschool business software. Tablets have been distributed to providers participating in these activities.
 - I have been appointed to serve as a local partnership representative on the Finance & Audit Committee of NCPC. Term begins January 1, 2021.
2. **DCDEE** – Continue to monitor updated guidance for child care programs and NC PreK operation.
 - Weekly reporting to the CCR&R Council about vacancies and enrollment through the Work Life System database. Our Region 5 staff have been assisting providers with access to the portal and verifying the information. Approximately 90% of programs are open with 60% enrollment. Enrollment varies across the state from very low (20%) to some programs being close to fully enrolled.
 - Due to rising numbers of COVID cases, DCDEE has asked all TA and PD providers to limit face to face visits. Virtual options continue to be provided. Regional staff, TAs and Child Care Health Consultants have been asked to provide TA to programs around Health & Safety guidelines. Licensing consultants have been doing modified annual compliance visits along with electronic review of needed records. No ERS Assessments are being conducted at this time.
 - Another shipment of PPE and cleaning supplies are being delivered to child care providers who are open, with vendors delivering directly to them. Operations grants have concluded.
 - Bonus Payments for child care teachers and staff have been processed in two batches. Due to declining enrollment and some closures due to COVID numbers, adjustments were made to attendance requirements for payments in December. Programs received updated information from DCDEE.
 - NC PreK – reports must be submitted to the state every two weeks on the status of operation in all of our sites. We have received guidance and adjusted deadlines for our Annual monitoring of site. We have converted to allocation-based data for funding requests so that funding can be requested from DCDEE for payment.
 - State school-age funding for parents through CARES allocation has been fully expended and is no longer available. Community Based Organizations can still register to provide virtual school-age services but there is no funding for parent assistance for payment.

3. **Federal Level** – no action on stimulus package for COVID relief.
4. **Local Level** – the Health Department received a **Healthiest Cities and Counties Challenge grant** to fund a two-year initiative to work across sectors to improve access to healthy foods and/or health services through systems level approaches and resident engagement. Cumberland County is focusing on access to healthy foods and food insecurity. Candy Scott, VP for Programs, is representing the Partnership on this initiative. Candy is working specifically on the Food Policy Council.

B. Grant Opportunities/Updates/RFPs

1. **Infrastructure Project:** RFPs are out for construction and bank financing. The Bidder's Meeting for construction is Monday, December 21. Bids for both RFPs are due January 8. Construction bids will be open via ZOOM on January 14 at 9:00 am. A called meeting of the board to award contracts is being scheduled for January 14 at 9:00 am.
2. **State Expansion of Child Care Health Consultants** – contracts and implementation have been pushed till after the holidays. New timeline still to be determined. We have been verbally informed that we have been allocated two positions.
3. **RFA for PDG Regional Grants for Family Connects through NCPC has been released. The Letter of Intent was submitted by the original deadline on December 9.** That deadline has now been extended to January 11. The full proposal is still due February 1. Part of the proposal is to identify the hiring agency for the nursing component. We have posted the **RFP for the nursing component with a deadline of January 8 to coincide with the bids coming in for the Infrastructure project.**
4. **Blue Cross/Blue Shield RFP** – To support grassroots efforts to promote equitable Early Childhood Systems. Three-year grant, \$100,000 a year. We will be looking at the requirements and how it might fit into our work and proposals for the next three-year allocation cycle. The RFP is expected to be released January 4.
5. **Junior League grant information session today.** Carole Mangum attending representing PFC.

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 3 Extension:** We are implementing procedures and protocols following federal and state health and safety guidelines for returning to work. The Governor has modified Phase 3 through January 11 with a curfew from 10:00 pm – 5:00 am. All of our operations are completed by 9:30 pm. North Carolina's trends continue to increase. Schools continue to have the option to function under three different plans. Most of our child care programs are open and operating under enhanced health and safety standards. The emphasis is to limit travel and gatherings.
3. **Employee Well-being Survey:** Conducted survey to assess staff needs as the pandemic continues.
4. **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 primarily teleworking include TAs and Professional Development staff and staff who are in high-risk categories.
 - c. Family First Paid Sick Leave and FMLA Expansion available for those staff who meet the

criteria.

- d. Masks provided to all staff to reinforce the 3 Ws. 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. Staff screening questionnaire applies to staff coming into the office or doing limited work in the field representing PFC.
- e. Enhanced cleaning of the building throughout the day continues.
- f. The building is restricted to PFC staff, tenants and tenant clients by appointment only. Access is Monday-Friday during the hours of 8:30 am – 6:00 pm with extended hours two evenings a week until 9:00 pm and one Saturday each month from 9:00 am – 3:00 pm. The building remains closed all other weekends and PFC recognized holidays through Phase 3 Executive Orders.
- g. Limited utilization of conference room space for groups of no more than 10 people continues. Screening procedures, the 3 Ws and cleaning procedures must be followed by all participants including the facilitator of the group.
- h. 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.
- i. Per Policy HR 110, President maintains regular contact with Board Chair for review and continuation of services. Regular communication going out to Board and staff. Decisions are made based on federal and state guidance and mandates.
- j. Email Updates and DHHS Guidance documents posted on website: ccpfc.org.

D. PFC Updates

1. **Audit/NCPC Monitoring** -We are awaiting the draft report of the audit. We have received several requests for additional information over the past few weeks.
2. **New phone system was installed this week.** Staff is being oriented and trained in the features of the system. Our phone numbers remain the same.
3. **Proposals have been received for the next three-year Smart Start allocation period.** Review teams are being finalized. **Allocation Review teams will meet on January 12, February 9 and March 9 from 2:00-5:00 pm.**
4. **ACH payment – one payment was processed this month.** There was a glitch in the system, but we hope to make more electronic payments in January.
5. **Dr. Phyllis Buie-Dunham, Board and Committee member**, died December 5, 2020. Keep her family and friends in your thoughts and prayers. She was a champion for children and families in a variety of education arenas, both at the local and state level.

E. Events

1. **Board and Committee Meetings:** Meetings conducted virtually at least through the duration of the COVID emergency 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. We will be assessing any additional equipment needed to be able to have a virtual option along with face-to-face meetings.
2. **All Staff Virtual meetings:** November and December meeting schedule modified around the holidays and conferences. Will resume the second and fourth Wednesdays, 2:30-3:30 pm after the holidays through the duration of the COVID-19 emergency.