



## Community Advisory Committee

Date: Tuesday, May 7th, 2024

Time: 2 pm

Location: Zoom

Meeting Agenda

**Committee purpose:** The Committee's objective is to successfully support the Family Connects North Carolina, Southeastern Region program by providing leadership, community involvement, engagement, and sustainable funding.

**Committee principles:** The Committee collaborates with community partners who seek to ensure the program's success in Cumberland, Hoke, and Robeson Counties. The primary roles are to provide advice and support on decisions affecting the program implementation and sustainability in key areas.

- 1) Determination of Quorum (8 voting members) & Call to Order\*
  - a) Welcome/Chair Comments
  - b) Member Introductions (if applicable)
- 2) Review of and Approval of Minutes\*
  - a) Review March 5<sup>th</sup>, 2024 minutes
  - b) Review of April 2<sup>nd</sup>, 2024 minutes
- 3) Program Updates
  - a) Updates on births/visits – 4C Team
  - b) Administrative/Marketing – Mary/Sharon
  - c) Updates from PFC/FC team – Liz
  - d) Other updates
- 4) Community Discussion

- 5) Other Business
  - a) Announcements from committee members
- 6) Adjournment\*

**Upcoming Meeting Dates for 2023-2024:** June 4<sup>th</sup>

All meetings are on the 1st Tuesday of the month, from 2:00 pm – 3:00 pm.

\* Needs Action    ! Possible Conflict of Interest (Recusals)

Unless otherwise indicated by a symbol above, agenda items are for Information Only



**Partnership for Children of Cumberland County, Inc.**  
**Virtual Community Advisory Committee Meeting Minutes**  
**April 2nd, 2024 (2:06 – 3:03 PM)**  
*Be the Driving Force*



Voting Members		Attended
Aida	Algarin	
Amy	Navejas	
April	Oxendine	
Courtney	Masters	X
Delores	Long	
Jean	Frye	X
Jennifer	Green	
Kathya	Gavazzi	
Terrasine	Gardner	
Erica	Little	X
Jarold "Tom"	Johnston	
Kathleen	Bloomfield	
Meredith	Gronski	
Jowana	Clinkscales	
Karelys	Peirea	
Kristin "Bella"	Bautista	X
Martina	Sconiers-Talbert	
Michele	Falls	
Shadonna	Headen	
Sharkara	McDonald	
Sushma	Kapoor	
Rhonda	Dial	
Tiera	Biele	

Non-Voting Members		Attended
Demetris	West	
Nicole	Gillette	x
Susan	Kornett	

Staff/Contractors		Attended
Alix	Tew	
Rita	Gunter	x
Lisa	Peterson	x
Darryl	Young	
Jasmine	Harris	x
Jean	Squire	
Bianca	Morales	X
Pamela	Federline	
Ben	Hughes	
Von	James	X
Sharon	Moyer	x
Lakia	Washington	
Rhiannon	Chavis-Wanson	
Jessica	Lowery	

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
1) Determination of Quorum & Call to Order* a) Welcome/Chair Comments b) Introductions	The scheduled meeting of the Community Advisory Committee was held via Zoom on April 2nd, 2024. Sharon and Erica were facilitating the meeting as Terrasine was not present. Determining of quorum (8) was not present, Erica, called the meeting to order at 2:06 pm and welcomed all the committee members.	Called to Order  None	None  None
2) Approval of Minutes* a) Minutes from March 5 <sup>th</sup> , 2024	Due to no quorum, the minutes were not approved. Minutes for March and April will be discussed again in May.	Minutes skipped	None
3) Program Updates  a) Updates on births/visits – 4C Team	<ul style="list-style-type: none"> <li>Data: Updated data not available due to data migration from Family Connects International</li> </ul>	None	None



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<p>b) Administrative/Marketing – Sharon/ Mary</p> <p>c) Updates from PFC/FC team</p> <p>d) Other updates</p>	<ul style="list-style-type: none"> <li>• With the end of PDG, we are looking at new funding to supplement Smart Start Funding. We have applied for \$200,000 from Cumberland County and \$50,000 from Camber Foundation. We are exploring other options as well.</li> <li>• We believe we will certify by the end of June 2024 by meeting a 60+% completion rate.</li> <li>• There are no other updates outside of the bumpy data migration. We use a custom-built app to track data as well. This has helped keep us on track and ensure we don't lose data.</li> <li>• None at this time</li> </ul>		
<p>4) Committee Discussion</p>	<p>No scheduled presentations. Committee members shared information about upcoming events and new resources.</p> <p>Mary discussed committee time and frequency case changes. Committee will move to quarterly at 3pm in the new fiscal year.</p>	<p>None</p>	<p>None</p>
<p>5) Other Business</p> <p>a) Announcements from committee members</p>		<p>None</p>	<p>None</p>
<p>6) Adjournment</p>	<p>The attendees were reminded that the next meeting will be on May 7<sup>th</sup>, 2024. The meeting was adjourned by Erica at 3:03PM.</p>	<p>Adjourned</p>	<p>None</p>

**Submittal:** The minutes of the above stated meeting are submitted for approval.

\_\_\_\_\_  
Secretary of Meeting

\_\_\_\_\_  
Date

**Approval:** Based on Committee consensus, the minutes of the above stated meeting are hereby approved as presented and/or corrected.



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Committee Chair

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Date