

Planning & Evaluation Committee

Tuesday, April 1, 2025

1:00 pm – 3:00 PM

Charles Morris Conference Room

Be the Driving Force . . .

. . . to engage partners to achieve lasting positive outcomes for all children, beginning at birth.

I. Determination of Quorum & Call to Order – Chair

Quorum = 3 of 8 total committee members or 33%

- A. Chair's Comments Dr. Nicole Lucas
1. Committee Membership Plans for FY 2025-26

II. Approval of Minutes February 4, 2025*

III. President's Report Provided in Packet for Review

IV. Planning, Monitoring, and Evaluation Pamela Federline

- A. Annual Submission of Activities Update
1. CAD Change for Child Care Resource and Referral (CCR&R)*
- B. Salesforce Program Module Development Update^Δ
1. Program Registration Portal
- C. Formal Site Visit Update^Δ

V. Information^Δ Pamela Federline

- A. Upcoming Events:
1. 3rd Quarter Reporting due April 15th
 2. Grilled Cheese Festival with Dirt Bag Ales- November 15, 2025- More Information To Follow
 3. Little Land 2026- March 14, 2026
 4. Little Land 2027- March 16, 2027

VI. Adjournment Dr. Nicole Lucas

- A. ***Next meetings – 1:00 p.m. to 3:00 p.m.****
1. June 3, 2025[†]

+ P&E committee meetings typically last an hour, but please reserve two hours just in case

* Needs Action

^ΔInformation Only

! Possible Conflict of Interest (Recusals)



Partnership for Children of Cumberland County, Inc.
Planning and Evaluation Committee
February 4 2025 (1:05 pm – 2:01 pm)



P&E MEMBERS PRESENT: Dr. Nicole Lucas, Carl Mitchell, Dr. Ginny Kaplan
P&E MEMBERS ABSENT: Kandy Dilion, Amy Cannon, Rebecca Jackson, Ayanna Richard, Dr. Jacqueline Lancaster-Covington
STAFF SUPPORT PRESENT: Pamela Federline, Heather Gallagher, Steven Gipson, Marie Lilly, Michelle Downey
GUESTS:

AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
I. Determination of Quorum & Call to Order	A. Dr. Lucas called the meeting to order at 1:05 pm.	Called to Order	
II. Review and Approval of Minutes a) Minutes from August 6, 2024	A. The Planning and Evaluation Committee minutes from October 1, 2024, were reviewed and approved as corrected.	N. Lucas called for a motion to accept minutes. G. Kaplan made the motion. C. Mitchell seconded. Motion passed unanimously	
III. President’s Report	A. The President’s Report was reviewed by Pamela Federline		
IV. Planning, Monitoring, and Evaluation	A. Annual Submission of Activities Update a. New Contract Data Management System b. Smart Solutions c. Recommendation i. The P&E Committee recommends that PFCC delay implementing Smart Solutions for one year until guidance for reporting and program monitoring is fully established. B. Salesforce Program Module Development Update a. Kaleidoscope Play and Learn (KPL)- implemented b. Parents for Higher Education (PFHE)- implemented, minus tracking volunteer hours c. Learning Library- in development d. Professional Development and Special Stories- implemented e. Hoke Programs: MPP/ Safe Sleep & Safety Seat- modules are ready but staff need assistance in getting started. Heather plans to assist during her formal site visits. C. Mid-Year Reporting (includes Q1 and Q2 outputs and mid year outcomes) D. Formal Site Visit Schedules	C. Mitchell made a motion to accept the recommendation. G. Kaplan seconded. Motion passed unanimously	



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AGENDA ITEM	DISCUSSION & RECOMMENDATION	ACTION	FOLLOW-UP
V. Information	A. Little Land: Big Play for Families- February 15, 2025		
VI. Meeting Adjourned	N. Lucas adjourned the meeting at 2:55 p.m. The next P&E meeting will be April 1, 2025 in person at PFC	Meeting Adjourned The next P&E Meeting will be in person at PFC.	Steven Gipson will send invitations.

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

Committee Chair

Date

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

Secretary

Date

President's Report
Executive Committee (Acting on Behalf of Board)
Charles Morris Room
Thursday, March 27, 2025

A. NCPC/DCDEE Updates / Legislative Updates

1. NCPC

- This month's sample stories are about two activities within the Programs Department and their focus on collaboration. See attached.
- **Marie Lilly, VP of Finance and Dottie Adams, MAC Coordinator are members of NCPC's Assessment of Financial Systems Committee.** We are proud for our staff's knowledge and expertise to be acknowledged and to be able to contribute to the network in this manner.
- NCPC is working hard to keep up with all that is going on at the state and federal level. As part of this they are pulling together a catalogue of resources that are available to the network. As those are available we are sharing with staff, providers and community partners.
- Legislative updates are provided to Local Partnerships every other week. A link to last week's update is [here](#). In addition, NCPC prepares a bill tracker to keep the network informed. As we receive these, we will share with Board members.
- **Governor Stein's Executive order instituting an Early Childhood Task Force was released March 10th.** Amy Cabbage, President of NCPC, has been appointed as the Smart Start Representative to the Task Force.
- **Tri-Share Week – The Partnership hosted the in-person session on March 20 to provide information on the pilots.** The Partners for Children and Families in Moore County is the hub site for our region. For those interested in this project, questions can be directed to Stuart Mills or Julia Latham at 910-949-4045.

2. DCDEE

- **Pre-contracting has been submitted for both NC Pre-K and Region 5 contracts. Additional deadlines and contract amounts are still in process.**

3. State Level

- NC's 2025 legislative session is in process. As information becomes available, we will share it. Refer to the [NC Center for Nonprofits March 21st Public Policy update](#) for details of the session thus far as well as Federal updates.
- The Partnership hosted a meeting with our Legislative Delegation on Monday, March 24, to share information about the Partnership and our areas of focus. In addition, members of the Fayetteville City Council and the County Commissioners were in attendance. There was a robust conversation and support for ongoing meetings with the delegation.

4. Federal Level

- We will continue to monitor changing policies and updates and stay in close contact with our grant funders. The NC Center for Nonprofits update also covers federal issues.
- The U.S. Congress passed a Continuing Resolution (CR), which serves as FY25 appropriations to fund the federal government through September 30, 2025. The bill cuts funding for nondefense programs and services by \$13 billion while increasing defense spending by \$6 billion compared to fiscal year 2024 enacted levels. Congress is conducting two separate budget processes. They are concurrently

working on annual appropriations for FY26, which determines discretionary yearly spending (e.g., CCDBG Head Start), and a reconciliation bill, which affects mandatory spending (e.g., Medicaid, CCES, and SNAP).

5. Local Level

- Leaders from Fayetteville and Cumberland County through the Joint City and County Liaison Committee voted unanimously to pursue to work together to ensure that residents have access to childcare. We will be engaging with the group as they move forward with their work.

B. Grant Opportunities/Updates/RFPs

- Grant submitted to Cumberland County Government for funding in FY26 for Family Connects. Notification will be close to the end of our fiscal year.
- Camber Foundation Grant – funding request submitted for General Operating Funds. Expectation of awards to be later in this fiscal year.
- NCPC FY24-25 Voluntary General Smart Start Reversions & Reallocations – funding request submitted for additional Admin funds. We have been notified that there were no Administrative Reversions, so this funding request was denied.
- City of Fayetteville CDBG Grant for Building Renovations – We have the design for Phase 3 and are in process for the RFP for bids for construction. We are excited to be finally be moving forward with this project in collaboration with the City of Fayetteville funding.
- City of Fayetteville ARPA grant – Spending down these funds should begin in May 2025. The scope of this grant covers Family Connects Nurse services as well as an Early Childhood Workforce Development program. The funding must be spent by December 31, 2026.

C. Staff Updates

- Farewell to **Whitney Krisch and Shaun Savarese** who will be departing PFC to pursue opportunities that are aligned with their current priorities. We wish them both the best success in their future endeavors. Their last day at PFC will be April 4.
- Interested in or know someone who may be interested in a position at PFC? Submit a resume and letter of interest to HR at aramos@ccpfc.org. Direct questions to HR at 910-826-3075.

D. Events/Recognitions

- **The Library is open for business!** It is exciting to see parents and children utilizing the library. Storytime starts April 4th at 10:00 am. Registration will be at ccpfc.org/library. There are also extended hours for the library and those can be found at ccpfc.org/library. The Library is also the site for some of our Kaleidoscope Play and Learn (KPL) groups. What energy and enthusiasm little ones have!
- **NC Pre-K Let's Get Enrolled: We have launched applications for the 2025-2026 school year.** Please share the URL: LetsGetEnrolled.com.
- **Little Land 2025 – Save the date for March 14, 2026.** More details to come.

Special Stories – March 2025 Collaborative efforts within the Programs Department

Kaleidoscope Play and Learn (KPL) Groups:

Second quarter has been exciting as we have witnessed a shift in new families attending the program. Due to this change in enrollment, parents have voiced their excitement about their awareness of KPL. Many families that attend KPL have stated either they are new to the community or new to the programs offered through the Partnership. Learning about the services offered through the Partnership has greatly impacted families within Cumberland County. Parents have voiced their appreciation for KPL as they feel this program is a safe haven for families to connect socially with others.

Library:

There has been a great amount of effort put into the library both physically and systematically to ensure the library is ready to receive patrons during the 3rd quarter. Three different departments (Community Engagement, Planning & Evaluation, and Provider Services) have worked collaboratively together, incorporating different systems (Atrium, Salesforce & Form Assembly) throughout the past quarter that will be used for the operation of the library. This work will allow the library to capture registrations and data and accept payments electronically, whereas, in prior years, this was captured and accepted manually.

Planning and Evaluation Contract Activity Description (CAD) Change – FY 2025-26

Rationale for the Change:

During the Annual Submission of Activities, we review activities to determine if any changes need to be made. CCR&R recommends the following changes to their current CAD, slated to roll over to FY 2025-26.*

- The yellow highlighted section is additional wording to reflect work with Start-Up child care facilities or family child care homes.
- The green highlighted section may be deleted due to the budget selections made in the new system, which could create duplication.

Child Care Resource and Referral (CCR&R) is aligned with the North Carolina CCR&R System to provide CCR&R services that meet NC CCR&R Council-specific outputs and outcomes. Services may include technical assistance, training for child care providers, consumer education, and/or consumer referral. Services that are provided in this activity include: (1) Technical assistance: Technical assistance in the form of coaching and modeling provided to early childhood educators working in **pre-licensed and** licensed child care facilities serving children from birth to five years old. The Technical Assistance activity will be focused on improving and maintaining star-rated license levels. It may also include improving ERS (ECERS, ITERS, FCCERS), PAS/BAS, CLASS, and POEMS assessment scores. Technical Assistance may also include coaching on professional development planning and advising. (2) Training for child care providers: Training for DCDEE credit hours provided on child care-related topics and coordination of CEU opportunities. (3) Consumer education: Information and/or education to families about quality child care. (4) Consumer referral: Referring families to local child care options. **Smart Start funds may be used to cover expenses for Committee meetings and/or training and recruitment events. Following programmatic guidelines, grants may be provided through bonuses, materials, and/or program management tools.**

Recommendation:

Approve the recommended CAD change to CCR&R and remain 'fluid' to accommodate things we won't know until we transfer it to the new system. If the budget selection is available for existing CADS, we would remove the last two sentences, and add the budget selections requested by staff. The change would be pending approval by PFC's Project Officer at NCPC.

**Project Officer Susan Armstrong will review the change on Monday to confirm her approval of this recommendation.*

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