

## Wake County Smart Start Executive Committee Meeting Minutes September 28, 2022

A regular meeting of the Wake County Smart Start (WCSS) Executive Committee was convened via Zoom on Wednesday, September 28, 2022, with WCSS Board Chair, Sherry Heuser presiding.

Executive Committee members present: Nikia Coates, Sherry Heuser, Leslie Ann Jackson, Barbara Morales Burke and Joe White

Committee members absent: Katherine Williams

Staff members present: Gary Carr, Diana Fenves, Gayle E. Headen, Alex Livas-Dlott and Nancy Peck

### Call to Order

At 8:31 AM, Board Chair, Sherry Heuser called the meeting to order. She informed committee members of staff members in attendance as non-committee members and reported the meeting was being recorded for the purpose of ensuring accurate meeting minutes. After the minutes are approved, the recording will be deleted.

Barbara Morales Burke moved to adopt the agenda. Joe White seconded the motion. Calling for a vote and hearing no objections, the vote passed. (09-22-12)

Joe White moved to approve the consent agenda, including minutes from the Executive Committee meeting on May 25, 2022 and August 2022 financial reports. Barbara Morales Burke seconded the motion. Calling for a vote and hearing no objection, the motion carried. (09-22-13)


Before moving into committee reports, Sherry Heuser gave a reminder about the new reporting model being utilized to provide more time for strategic “big picture” thinking and discussion. She informed those present that key points from committee reports will be included in written form on the agenda with verbal presentation and discussion on action items only, unless there are questions or feedback on the written report items. She called attention to the Advancement Committee report, with an alert to watch for more information on two upcoming events: Host Committee re-launch on October 19 and Better Together partner appreciation on November 19. Ms. Heuser remarked there were no action items for the Advancement Committee to present.

### Finance Committee

Finance Committee Chair, Joe White presented a committee recommendation for use of unallocated Smart Start funding to support approved in-house activities. Mr. White summarized the projected use of funds broken out by activity, noting that the majority of funding would be directed for reimbursement of vacant NCPRE-K non-TANF/CCDF slots and expenses tied to strategic planning at the agency and county level. Mr. White noted these unallocated funds are separate from reverted FY21-22 funding that will become available for allocation later in the year, anticipated in December. Following questions and discussion, a motion from Finance Committee was made to authorize staff to put into contract \$221,000 in unallocated FY22-23 Smart Start funds for approved in-house activities. Calling for a vote and hearing none opposed, the motion passed. (09-22-14)

### Chair's Report

Chair, Sherry Heuser reported work is continuing in the development of a new Executive Director annual performance process. She and Executive Director, Gayle E. Headen are continuing to research and discuss examples that will assist in creating the best model to reflect leadership expectations for the Executive Director and measure performance as the scope of work being done by the agency continues to evolve. Ms. Heuser invited committee members to offer ideas or examples that might be used to develop an updated ED performance evaluation.

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 Initial \_\_\_\_\_ Date 1/26/2023 | 8:13 AM EST

### Executive Director's Report

For the purpose of discussion by the Executive Committee, Executive Director, Gayle E. Headen introduced a proposed change to the funding timeline for one year. She shared a PowerPoint presentation to introduce this idea, beginning with an illustrated outline of systems change.

Ms. Headen presented the case to consider a transition year for funded partner allocation cycle, remarking that the new WCSS Strategic Plan will incorporate greater changes than usual due to data gathered from the Racial Equity Assessment report. She said under the present timeline, WCSS staff and community partners will have just one month from the time the Strategic Plan is adopted in December to share it with the public before the allocations process for the new cycle begins. This short amount of time is insufficient to implement the Strategic Plan in the ways necessary to set up the community for success. A transition year would allow time to fully implement the new Strategic Plan and partner organizations would have more time to understand how potential changes to Strategic Plan funding priorities may affect them and plan accordingly.

Executive Committee members discussed the proposed change to the funding timeline and provided input. Highlights of the discussion included:

- Support for a 1-year funding transition, followed by a three-year allocations cycle beginning with FY24-27
- Identified need for clear and timely communication.
- Potential significant changes to Strategic Plan priorities will also impact staff and additional time is needed to integrate how WCSS works internally before fully implementing the plan. Staff will need time to develop a dashboard to accurately report progress on the Strategic Plan to the WCSS Board.
- Potential for WCSS to function in offering technical assistance and support to organizations who don't currently have the capacity to achieve successful outcomes.

With no further business to discuss, Leslie Ann Jackson moved to adjourn the meeting at 9:26 am. Nikia Coates seconded the motion. Calling for a vote and hearing no objections, the motion carried. (09-22-15)

DocuSigned by:

*Leslie Ann Jackson*

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Secretary

1/26/2023 | 8:13 AM EST

Date