

MINUTES
ECIC EXECUTIVE COMMITTEE MEETING
October 10, 2006

Present:

Board Members

Marvin McKinney
Hubert Price
Ismael Ahmed
Carolyn Clark
Susan Broman
Robert Kelch
Sally Vaughn
Larry Schweinhart – by telephone
Debbie Dingell – by telephone

Staff

Judy Samelson, CEO
Mike Foley
Joan Blough

Others

Christine Derdarian, Attorney
Sharlina Pye-Mack

I. Call to Order

Dr. McKinney called the meeting to order at 1:05 p.m.

II. Introductions

Dr. McKinney introduced Carolyn A. Clark, newly appointed member of the Executive Committee.

III. Public Comment

None.

IV. Approval of Minutes of May 10, 2006

RESOLVED, that the Early Childhood Investment Corporation Executive Committee approve the minutes of the meeting held on May 10, 2006.

Moved by Sally Vaughn, seconded by Ismael Ahmed. Unanimously carried.

V. Chairman's Report

a. Public Address Policy

Dr. McKinney read aloud the proposed policy.

RESOLVED, that the Early Childhood Investment Corporation Executive Committee adopt the policy as proposed.

Moved by Sally Vaughn, seconded by Susan Broman. Unanimously carried.

b. Board Meeting Calendar

RESOLVED, that the Early Childhood Investment Corporation Executive Committee adopt the calendar as proposed.

Moved by Susan Broman, seconded by Hubert Price. Unanimously carried.

c. Member Update

Dr. McKinney noted there are two unfilled vacancies on the ECIC Executive Committee and that the Governor's office has received a list of proposed candidates for appointment to these vacancies. Discussion ensued relative to desired representation on the Executive Committee. Mr. Price strongly encouraged that representation include a parent of children ages birth-five years. Dr. McKinney concurred, stating it will be important for the Executive Committee to have direct, unfiltered input from a parent. Dr. McKinney also stated that there is a need for discussion relative to the size of the Executive Committee and that revisions are needed in the Interlocal Agreement in order to help ECIC move forward.

d. Structure

Dr. McKinney asked Ms. Samelson to review the proposed structure. She explained briefly the internal committee structure, noting that each committee would be comprised of Executive Committee members, taking into account the particular backgrounds and expertise of the members. She then discussed the external committee make-up and reporting mechanisms. Dr. McKinney expressed some apprehension at the commitment of time needed for the committees, taking into account the dense calendars of the board members. Ms. Samelson noted that many of the board members had expressed a desire to get more involved in the program work of the organization and that this structure would facilitate such involvement. Ms. Vaughn commented that the structure would enable the board to get started and that it was worth trying.

RESOLVED, that the Early Childhood Investment Corporation Executive Committee adopt the ECIC organizational structure as proposed.

Moved by Sally Vaughn, seconded by Susan Broman.

Discussion ensued relative to scheduling committee meetings, the frequency of such meetings, and the format for reporting information out of the committees to the Executive Committee.

Dr. Kelch stated several reasons to not divide discussion of physical and emotional health issues and suggested these two external committees might be combined. Ms. Samelson thanked him for his input, stating this information is helpful in developing the work of the organization. Ms. Broman suggested that once the structure is in place and operating, a confluence of these issues would take place in the strategic planning committee.

Dr. McKinney noted that personnel issues would come to the Chairman's Discussion Group for review and action. He requested that members with a desire to chair a particular committee should relay that information to Ms. Samelson.

Unanimously carried.

e. Service Appreciation Resolutions

Dr. McKinney read aloud the resolutions of appreciation for Jean Stewart and David Hollister for their service on the ECIC Executive Committee.

RESOLVED, that the Early Childhood Investment Corporation Executive Committee adopt the resolutions of appreciation as read for Jean Stewart and David Hollister.

Moved by Hubert Price, seconded by Ismael Ahmed. Unanimously carried.

f. Retreat

Dr. McKinney noted that the members have accepted appointment by the governor and that while it is a volunteer board, commitment to service is important. He stated he felt there was value in the Executive Committee taking the time to hold a retreat. Dr. McKinney went on to say that it has often been difficult for staff to schedule meetings due to everyone's conflicting calendars and asked for input. There was concurrence that a retreat would be helpful, and Ms. Vaughn noted that the Friday evening/Saturday morning venue seemed reasonable. Mr. Ahmed suggested the retreat be scheduled after the second week of December. Ms. Samelson said that staff would begin working to identify possible dates.

VI. Finance Committee Report

Ms. Samelson reviewed the July Financial Statements including the Statement of Activities for the period ending July 31, 2006. Discussion ensued relative to dollars as yet unspent for the fiscal year and other considerations. Ms. Blough and Mr. Foley provided information relative to the Great Start Collaboratives and contractor spending matters. Ms. Samelson reviewed the structural issues impacting ECIC's budget and noted that she would keep the board informed as developments occur. Dr. McKinney thanked Ms. Samelson and staff for their input.

RESOLVED, that the ECIC Executive Committee approve the following recommendations of the Finance Committee:

- ✓ Acceptance of the July Financial Statements
- ✓ The Chief Executive Officer has authority to sign all checks of the Corporation or authorize electronic fulfillment for payments of all contractual obligations or budgeted expenses. Checks in excess of \$100,000 shall require two signatures of the check request. In the absence of the CEO, the COO has the same authority. Signatures on the checks and check request may not be the same.
- ✓ The Chief Executive Officer has authority to invest ECIC funds using conservative funding strategies including money markets, certificates of deposit, and other available financial vehicles as deemed suitable, at the discretion of the Chief Executive Officer.

Moved by Sally Vaughn, seconded by Robert Kelch. Unanimously carried.

Dr. McKinney called for a break at 2:30 p.m.

Meeting reconvened at 2:40 p.m.

VII. New Business

a. FY07 Work Plan and Budget

Ms. Samelson stated that Ms. Blough and Mr. Foley would begin with a PowerPoint presentation illustrating the Great Start Blueprint. Noting that ECIC is charged with implementation of the Great Start System, Ms. Blough opened with the presentation, which contained early drafts of visuals being developed for the Great Start System. Dr. McKinney was adamant in stating that ECIC must be mindful of portraying families with fathers as well as mothers.

Ms. Blough and Mr. Foley continued through the presentation, discussing Friedman's results-based process, goals, the need for building public will, various strategies to be employed, the ECIC website, the quality rating system issue, and more. Mr. Ahmed mentioned a tri-county initiative involving the United Way, Detroit Renaissance, and other special population groups—all of whom are looking at education. He suggested that ECIC position itself in a way that targets mutual priorities, perhaps convening a small group toward that end.

Dr. McKinney raised the issue of framing and its importance, stressing that ECIC must discern the values toward which people gravitate. Ms. Blough commented on the value of the recent Frameworks Institute workshop regarding this very subject.

Sharlina Pye-Mack of the Great Start Parent Coalition addressed the board. She touched on topics ranging from representation on the coalition by parents from both rural and urban areas, characteristics of programs such as Early On and Head Start, the lack of a quality rating system, and the passionate involvement of people who care on the coalition.

VIII. CEO Report

Ms. Samelson detailed the remainder of the work plan for 2006-07 along with the proposed budget. She stated the budget is balanced and reflects decreased CCDF dollars as well as the Kellogg grant; noting as well that the Establishment Grant Agreement was approved and will also be added to the work plan and budget.

RESOLVED, that the Early Childhood Investment Corporation Executive Committee adopt the 2006-07 work plan and budget as presented.

Moved by Sally Vaughn, seconded by Marvin McKinney.

Motion withdrawn due to lack of quorum.

Dr. McKinney suggested that the Executive Committee reconvene on October 11, 2006 via teleconference. The meeting was scheduled for 10:00 a.m. Dr. McKinney and Ms. Vaughn complimented staff's attention to detail and the conceptual thinking behind the work plan and budget.

Adjournment

Dr. McKinney declared the meeting adjourned at 3:47 p.m.

Respectfully submitted,

Leslie Aguirre
Executive Asst. to the CEO
ECIC