

## **Cincinnati Preschool Promise Executive Committee Meeting**

United Way of Greater Cincinnati  
Success by 6, Room 405  
Minutes of Tuesday, April 3, 2018, 3:30PM – 5:00PM

### **Executive Committee Members Present:**

Father Michael Graham, O'dell Owens, M.D., Pastor Ennis Tait and Cheryl Rose

### **Executive Committee Members Absent:**

John Pepper and Deborah Mariner Allsop

### **Cincinnati Preschool Promise (CPP) Staff Present:**

Shiloh Turner, Executive Director  
Héctor Polanco, Finance Manager  
Mary Tighe, Marketing and Community Engagement Manager  
Brittnei Pina, Quality Improvement Relations Manager  
Lesley Nunn, Administrative Assistant

### **Guests Present:**

Sallie Westheimer, CPP Board Member

## **1. Welcome, Call to Order**

Father Michael Graham welcomed the members of the Executive Committee and called the meeting to order at 3:30 PM. Father Graham requested an adjustment to the agenda to include the agenda item "Services Agreement".

**ACTION:** A motion to approve the agenda with the adjustment was made by O'dell Owens and seconded by Pastor Tait. The motion was unanimously approved.

The minutes of February 15, 2018 were reviewed and the following errors noted:

- On page 2, under Cost of Quality, third paragraph, "\$11-50" should read \$11.50.
- On page 3, under Discussion, fifth paragraph, should read Tim Fogarty's.
- On page 3, under Implementation, third paragraph, there is a grammar error. "was" should be "were".
- On page 4, second paragraph, crane should be capitalized to read "Crane".
- On page 4, under Quality Improvement Work group, under paragraph thirteen, there is a capitalization error. Should read "4C for Children".

**ACTION:** A motion to approve the minutes of February 15, 2018 was made by Cheryl Rose and seconded by O'dell Owens. The motion was unanimously approved.

## **2. Committee & Work Group Reports:**

- **FY 2019 Tuition Assistance Enrollment Triggers:**

- Héctor Polanco presented the Tuition Assistance FY19 Budget Enrollment and Financial Information document. He asked the Executive Committee for their recommendations on opening up Tuition Assistance to families of the 200.1-300% Federal Poverty Level (FPL).

**DISCUSSION:**

- Sallie Westheimer felt this would be a great benefit for families who do not qualify for preschool tuition assistance.
- Héctor Polanco asked the group to consider the risk of triggers in that we would have an influx of 200.1-300% families and that we will not be able to serve all the under 200% families due to the influx. He also asked the group to consider when CPP should open the trigger.
- Pastor Tait suggested we communicate our decision to families sooner than later in order to assist families.
- Hector Polanco brought up CPP surplus. O'Dell suggested that the group consider the "Issue 44" surplus which includes CPP and CPS surplus. He suggested the group make a decision on how we are going to spend that money.
- Father Graham asked Héctor Polanco to confirm the surplus amount before a decision/recommendation is made on how best to spend the surplus.
- Father Graham asked Brittnii Pina and Mary Tighe for their feedback based upon what they have heard from families that could shed light on this discussion.
- Brittnii Pina agreed with Pastor Tait opinion, with regards to families and if CPP is not having conversations now with families, we will lose them. Whatever is decided, it is best communicated to families now rather than later so that the families are informed and enrolled.
- Mary Tighe said that the main concern is not the funds but number of seats that will be available if we raise the trigger. The seats availability needs to be investigated along with the financial aspect.
- Sallie Westheimer felt the issue of year five is a less of a concern for her and that if the numbers are correct, this is a risk that CPP can afford to take. The more important worry is the public opinion about the funds unspent.

**RECOMMENDATION:** Father Graham asked Héctor Polanco to validate the "Issue 44" and CPP surplus is what we will use for year five strategy. Then the Executive Committee can make a recommendation on the 200.1-300% FPL.

- Héctor Polanco suggested 200.1-300% rule need not be set in stone. CPP can offer it this year but depending on enrollment and funds, the rule can change per forecasted year, to say for example, 200.1-250%.
- Cheryl Rose agreed with the aggressive approach in getting kids enrolled now and finding the funds later. She suggested fundraising as an option as a way to find funds in year five.
- Sallie Westheimer suggested the following options:
  - When lowering eligibility, consider grand fathering these families that are already receiving Tuition Assistance.
  - As year five is a concern for the group, CPP should consider going back to the public a year before the levy runs out to campaign to renew the levy.
- Father Graham said it seemed the group was in consensus in that they want to open up Tuition Assistance to the 200.1-300% FPL, subject to Héctor confirming CPP has

ample funds for year five. The group also will consider the idea of campaigning a year earlier for the renewal of the levy.

- O'Dell Owens asked the main priority for CPP should remain 200% FPL families and this is communicated to the public.
- Pastor Tait asked the committee to consider that the Ohio State of Job and Families Services pay out plan will be changing and CPP needs to be mindful of this as it will impacting the dollars that CPP pays out to families and the providers centers. This change will happen in the next two to three months impacting centers.

**RECOMMENDATION:** Father Graham requested CPP staff work on this issue and come up with a plan forward, after validating the number of seats and Year 5 funds. Then, bring a formal proposal to the CPP Board of Managers for approval.

- **Quality Improvement Work group:**

- Brittnii Pina gave an update to the group on the three issues that are barriers to the Quality Improvement (QI) Program.

- a) Liability Insurance for family care providers:**

- The first issue, liability insurance for family child care providers was discussed. This requirement has limited family child care providers for participating in CPP's QI program. It was noted, the State of Ohio does not require family childcare providers to have liability insurance causing centers to question why they should have to buy insurance if the State does not require it.
- Brittnii Pina asked the committee to consider some recommendations. The first recommendation is that shared services which the centers have shown little interest in pursuing. Another proposal is that CPP cover the cost of the insurance until the center is quality rated. The cost ranges between ~\$1300 to \$3400 depending on the size of the center. This will be a bridge funding strategy.
- Father Graham asked if centers would consider the bridge funding strategy attractive, in that family childcare centers will participate in QI program if this was adopted.
- Brittnii Pina responded that this was a definite attractive option for the family care providers.
- Sallie Westheimer suggested a customized plan with every center about what they get assistance on and suggested the liability insurance is one of the options that is part of QI that CPP will be willing to assist with.
- O'dell Owens asked how many seats will be available if this barrier is removed. Brittnii responded that she does not have the exact numbers.
- Sallie Westheimer said she believed it would be three children at the most coming from family childcare providers.
- The insurance waiver was discussed by the committee. The State has a waiver in place for childcare providers. Brittnii asked the group to consider a waiver being put in place for CPP as another option. With the insurance waiver, the families cannot sue the State and if the insurance waiver is in place for CPP, the families cannot sue CPP. The centers would be liable.
- Cheryl Rose questioned whether the waiver would be in place while the centers are being quality rated.
- Brittnii Pina responded that this is open for discussion. The group debated the various pros and cons of the waiver versus bridge funding strategy.
- Shiloh Turner suggested the CPP team have an in-depth discussion around the two options with the focus on seats, funding, implications and then bring a proposal to the Quality Improvement workgroup who in turn will bring a recommendation to the Board of Managers.

**b) Inability of the QI program to support the entire provider program:**

- Brittnii Pina discussed the inability of QI program to support the entire program of a center while they are getting quality rated.
- The group discussed the issue with some specific references to the Master Agreement. It was debated including a revision in the Master Agreement to include QI supports to support the entire center while they are getting quality rated.
- Cheryl Rose suggested fundraising/getting a partner for some of the QI supports needed by centers.
- Shiloh Turner stated at the last Implementation meeting, it was discussed providing grants to the center as a way to assist.
- Pastor Tait said it is important to know how many potential seats this converts into if we adopt this policy so we can support the budget projections.
- Sallie Westheimer asked Shiloh and the team consider giving thought to what does CPP get held accountable for when giving a grant to a program.

**c) Year 2 QI Process:**

- The group discussed Year 2 QI process. CPP team felt an open bid process might be required whilst some other members felt an open bid is not necessary. Shiloh brought the issue to the group to get their perspective on the matter.
- Héctor offered his perspective in that if there is major changes to the agreements and there is a high dollar amount, it would be better to have an open bid process from a legal perspective.
- Sallie Westheimer suggested it would be a lot of work for the vendors and CPP staff and believed a contract amendment would make the process simple and easier for CPP and the vendors.
- Brittnii Pina responded that there will be significant changes to the terms of current contracts making them more linear in order for her to capture the data she needs and report out what is happening.
- Shiloh shared with the group that Deborah Allsop agreed with Sallie Westheimer's thought in that this was more a contract re-negotiation as opposed to an open bid process.
- Sallie Westheimer said she is comfortable moving forward with any approach as long as we move forward.

**3. Adjourn**

**ACTION:** A motion to adjourn was made by Cheryl Rose and seconded by Pastor Tait. The motion was unanimously approved.

**Future Executive Committee Meetings:**

May 8, 2018 - 1:30 to 3:00 PM

June 4, 2018 – 10:00 to 11:30 AM

August 9, 2018 – 10:00 to 11:30 AM

September 6, 2018 – 10 to 11:30 AM

October 11, 2018 – 9 to 10:30 AM

November 15, 2018 – 3:30 to 5:00 PM

December 11, 2018 – 10 to 11:30 AM

Submitted by

Lesley Nunn, Administrative Assistant  
Cincinnati Preschool Promise