

OKLAHOMA PARTNERSHIP FOR SCHOOL READINESS

Executive Committee Meeting Minutes

Thursday, November 21, 2019

OPSR Conference Room

421 NW 13th St, Suite 270, Oklahoma City, OK, 73013

1:00 p.m.

Call to Order

Annette Jacobi called the meeting to order at 1:02 p.m.

Roll call and declaration of a quorum

Angie Clayton called the roll.

Members Present

Debra Andersen, Natalie Burns, Angie Clayton, Annette Jacobi, Will Lightfoot.
Sarah Roberts joined by phone at 1:25 p.m.

Members Not Present

***Approval of Minutes**

Natalie Burns moved to approve the minutes, seconded by Will Lightfoot. Motion passed by acclamation.

***OPSR Financials**

The committee examined the FY20 Expenditures OPSR Board Financials First Quarter document. This document relates to the Department of Human Services (DHS) contract with the University of Central Oklahoma (UCO). Annette asked what the indirect cost rate for UCO is and Debra answered 13.175%. Debra also reminded the committee that this contract did not go into place until September.

The committee then looked at the 2019 OKFutures Preschool Development Grant Expenditures as of 9/30/19. Will asked if it would be helpful to the Board to include the encumbered contracts in the actual amount. Annette and Debra agreed that this would provide clarity to the amount of funds remaining.

Angie Clayton motioned to approve quarterly financials, seconded by Natalie Burns. The motion passed by acclamation.

Preparation for the OPSR Board

OPSR Foundation President and former OPSR Board Chair, Ann Cameron, is moving to Washington D.C. and longtime OPSR Board member and former Board Chair, Dr. Edd Rhoades, is retiring at the end of the year. The committee would like to honor them at the December meeting for their years of service to OPSR.

There will be two presentations at the December meeting. The first will be by Advocacy and Communications Solutions, the strategic communications firm hired through the OKFutures grant. After analyzing messaging across Oklahoma, they've created a set of messages as well as strategies to get these messages out to families. The second presentation will be by Board members Dr. Marny Dunlap and Shelley Patterson on the results from the Reach Out and Read pilots. They have new data on embedding developmental screenings along with the book exchange program, as well as their innovative project in leveraging health service initiative funding as part of CHIP dollars through Medicaid to support Reach Out and Read.

OPSR Meeting Dates

Historically, OPSR has met on the third Thursday of February, June, September and December. Annette thinks that maintaining a quarterly schedule is good, but the gap between February and June meetings doesn't line up with the legislative calendar. The committee decided that meeting on the third Thursday of January, April, July and October would be best.

OKFutures Grant Discussion

OPSR submitted the Strategic Plan October 15. The Administration for Children and Families (ACF) does not approve these plans, but accepts them, meaning they met the requirements. Because our program officer is between jobs, ACF has not had the opportunity to review our plan. Debra reminded the committee that it is no longer a requirement that you had the Needs Assessment and Strategic Plan turned in before applying for the renewal grant. OPSR turned in the renewal grant application.

OPSR just released an RFP for libraries to enhance their materials for infants and toddlers by providing \$2,000 for up to 124 libraries. Other projects include the RAND Cost of Quality Study and the Early Childhood Integrated Data Systems.

On January 27, the Urban Institute will be in Oklahoma City to have a debriefing on the Needs Assessment and Strategic Plan. Paul Shinn of the Oklahoma Policy Institute will also be presenting their Fiscal and Policy report.

Executive Director's Report

Debra shared the proposed OPSR staff organization chart in the event that OPSR is awarded a renewal grant. These staffing changes have been approved by OPSRF.

Chairperson Comments

None.

Announcements

None.

Adjournment

Annette Jacobi adjourned the meeting at 2:44 p.m.