

**Cincinnati Preschool Promise
Governance Committee Meeting**
HELD VIA ZOOM VIDEO CONFERENCE
Minutes of June 2, 2020, 10:00AM – 11:00 AM

Board Members Present:

Deborah Mariner Allsop, Terri England, Micah Kamrass and Marcia Futel

Members Absent:

None

Cincinnati Preschool Promise Staff Present:

Chara Fisher Jackson, Executive Director
Lesley Nunn, Senior Administrative Assistant

Guests and Members of Public:

Jake Purcell – Katz Teller Attorneys

1. Welcome, Call to Order:

Deborah Allsop welcomed the Governance Committee members and opened the meeting at 10:00 AM.

The following was read out to the Governance Committee before proceeding to the agenda approval.

Please note that in conjunction with Ohio State's revised Sunshine Laws and the rule limiting the number of people who may meet in a space, CPP has decided to convene the Governance Committee meeting via video conference. In accordance with Ohio Public Records and Open Meeting laws CPP has advertised the meeting on it's website in advance, and has provided a link for members of the public to listen and view the meeting. This meeting will be recorded and a copy of the meeting, including any documentation, will be made available via the CPP website, under the area Board of Directors, Governance Committee and then Approved Meeting Minutes as soon as practical as possible.

ACTION: A motion to approve the agenda was made by Marcia Futel and seconded by Terri England. The motion was unanimously approved.

Deborah Allsop asked the committee for comments on the minutes of May 6, 2020. As none were forthcoming, a request was made to approve the minutes.

ACTION: A motion to approve the minutes of May 6, 2020 was made by Terri England and seconded by Marcia Futel. The motion was unanimously approved.

2. CPP Policy and Advocacy Guidelines:

Jake Purcell of Katz Teller Attorney and Chara Fisher Jackson presented a draft document titled “CPP policy and advocacy guidelines” for discussion and asked the committee for guidance on CPP’s approach to advocacy and policy legislation. CPP would like to put its name behind certain legislative and public policy efforts but with the Board knowledge and approval. The presented document is a way to establish a system that recognizes and gives approval from the CPP Board to Chara Fisher Jackson, on behalf of CPP, to advocate on certain public policies.

RECOMMENDATION: It is recommended that any public policy issue that needs to be signed by CPP within 48 hours, Chara Fisher Jackson, have a Board member do a second check on the document before it gets distributed. If CPP has more than 48 hours, an additional Board member should be chosen who is a field expert on the public policy issue to do a check on the document. This procedure is recommended to be put in CPP’s Governance Principles. The modification to the Governance Principles will be brought to the Executive Committee and then on to the Board for approval.

FOLLOW UP ACTION: The committee agreed and endorsed that the public and advocacy guidelines document should be presented to the Executive Committee for discussion on June 4 and with the Executive Committee endorsement, advance the document to the full Board on June 23, 2020.

For more information on the discussion that took place and a copy of the documentation, please visit our website www.cincy-promise.org, under Board of Managers, Approved Board Minutes, Governance Committee, June 2, click on the link for the video and PowerPoint.

3. Appointment of Levy Committee Members:

Cincinnati Public Schools (CPS) is convening a levy committee group that will have a group of stakeholders that will have input in the levy process. CPS has requested three CPP board of managers be appointed to the levy committee group. It was clarified to the committee that CPP does not have information yet if this is an advisory or decision making committee.

RECOMMENDATION: Chara Fisher Jackson requested the Governance Committee recommend three Board members to serve on the levy committee workgroup. With the Governance Committee recommendation, the names will be taken to the Executive Committee for endorsement and then to the full CPP Board for approval. It was further recommended that the three names come from the three CPP Governing bodies.

- Suggested names to serve on the Committee are:
 - Father Michael Graham from United Way of Greater Cincinnati (UWGC);
 - Marcia Futel from Cincinnati Public Schools (CPS);
 - Cheryl Rose from Promise Forward.
- The committee agreed the three names suggested would be the three names that the Governance Committee would recommend to serve on the levy committee workgroup. This recommendation would go to the June 2 Executive Committee for endorsement and then to the CPP Board on June 23 for approval.

4. Review of Annual Governance Task Force Calendar with specific discussion on skills matrix, class of 2020 status, proposed process for the nomination of the chair of CPP, Officers for the Board and the process to replace Leshia Lyman as UWGC observer to the CPP Board:

3.1 Status of the Skills Matrix:

The skills matrix was reviewed by the Governance Committee. Skills needed from future board of managers are:

- Technology Expertise
- Preschool Educator, Director or Owner
- Media and Public Relations

3.2 Class of 2020 Status:

Deborah Allsop gave an update to the Committee on the status of the five board members whose terms are expiring September 2020.

- O'dell Owens has not been contacted. Deborah Allsop will be following up with him in the next couple of weeks.
- Calls and emails have been made to Gary Lindgren but contact has not been able to be established. Lesley to assist Deborah in connecting the two.
- Pastor Ennis Tait has indicated his willingness to stay on the CPP Board.
- Anthony Hobson has also indicated his willingness to stay on the Board.
- Deborah Allsop also informed the committee on her willingness to stay on the Board.
- Letters will be sent out the first week of July to the nominating organizations.

3.3. Process for the nomination of the Chair of CPP with specific reference to the resignation of the present Chair effective December 1st, 2020:

The committee discussed the process for the nomination of CPP's Board Chair and reviewed the Chair Job Description draft. Previously, UWGC as CPP's trusted entity elected the Board Chair. It was recommended that CPP go via this route again with discussions taking place with Steve Shifman and Moira Weir of UWGC soon in June/early July.

For more information on the discussion that took place and a copy of the documentation, please visit our website www.cincy-promise.org, under Board of Managers, Approved Board Minutes, Governance Committee, June 2, click on the link for the video and PowerPoint.

RECOMMENDATION: The Committee agreed the draft Chair Job Description be tweaked and be moved to the Executive Committee on June 2, 2020.

3.4 Nomination of the rest of the officers of the Board (Treasurer and Secretary):

- The secretary role (Deborah Allsop) will become vacant come September, 2020.
- The treasurer role (Cheryl Rose) still has a pending status.

3.5 Process for the replacement of Leshia Lyman Observer's role on CPP Board:

Leshia Lyman, UWGC Observer on CPP Board has resigned from UWGC and therefore her seat will become vacant in June 2020. It is recommended that Moira Weir fill the UWGC observer role on CPP Board until UWGC has filled the vacancy.

4. Executive Director Update:

- The committee charters will be brought back to the committee for discussion and approval in August/September. An update will be given at the next Governance Committee.

5. Adjourn:

A motion to adjourn was made by Micah Kamrass and seconded by Terri England at 11:24 AM. The motion was unanimously approved.

Future Governance Committee Meetings:

- July 6 – 10:00 to 11 AM – via ZOOM Video Conference. Please see our website www.cincy-promise.or for details.
- September 10 – 9:00 to 10:00 AM – Strong Families, 4th Floor;
- October 29 – 9:00 to 10:00 AM

Submitted by Lesley Nunn, Senior Administrative Assistant
Cincinnati Preschool Promise