



COMMUNITY EMPOWERMENT

PAK Empowerment Board Meeting Minutes May 24th, 2010 at 1:15 At ILCC in Emmetsburg

Mission:

- * Provide developmentally appropriate learning experiences for all children age's birth to five.
- * Provide training support to parents and other caregiver of the birth to five populations.
- * Prepare children age birth to five with the skills needed to learn to be ready to take advantage of educational opportunities and learn to the best of their ability.

<u>Voting Members Present</u>	<u>Voting Members Absent</u>	<u>Others Present (non-voting)</u>
Nancy Clark	Dini Anderson	Lynn Beisch
Ted Erb	Roberta Anderson	Kristin Faber
Jana Nelson	Jon Dunbar	Paige Hollinger
Ellen Picray	Dixie Meyer	Peg McNally
Jack Plathe	Arlet Johnson	Wendy Taylor
Marc Singer	Erv Rowlands	
Linda Tienter	Julie Runksmeier	
Billie Wille		
Keith Wirtz		

The meeting was called to order at 1:20 p.m. at ILCC in Emmetsburg

I. Program Reports

- A. Child Care Nurse Consultant** – Wendy Taylor (Kossuth Child Care Nurse Consultant) reported to the board. Wendy shared that she covers a 9 county area. She shared childcare statistics from the CCR&R web site. She explained that she is a registered nurse and that she works with child care providers on health, safety and nutrition. She said that Kossuth is unique in that we have more non-registered child care homes than registered. She reported she had 137 contacts with childcare providers including e-mails, and phone calls. She made 6 health/safety visits and 3 record reviews. She is working with 9 registered homes and 9 centers/preschools. She has done 3 trainings in our area (2 with Kristin)

II. Administrative Items

- A. Approve Minutes from April 26th board meeting** – Jack Plathe made a motion to approve the minutes. Keith Wirtz seconded the motion and the motion passed unanimously.
- B. Distribute budget and monthly expenditure sheets** – Paige distributed the monthly budget and expenditure sheets. Paige shared that she estimated carry over at both a minimum and maximum and expects c/o amounts to be between 6-13%. Marc Singer made a motion to approve the monthly budget and expenditure sheets. Ted Erb seconded the motion and the motion passed unanimously.
- C. Preschool Closures-Equipment** – Paige reported that she had talked with Trinity preschool and had looked up equipment purchased for them in the past 2 yrs. She shared that most of the items were toys and supplies. Empowerment had purchased curriculum in the past, but it was more than 2 yrs ago. Ted Erb made a motion to let the church keep the toys purchased for use with children and to ask for curriculum to be given back to use at another preschool location. Ellen Picray seconded the motion and the motion passed unanimously.
- D. Coordinator Meeting Report** – Paige shared that she attended the coordinator meeting in Des Moines on the 19th of May. She shared that the state is working on state wide program outcomes to make programs more comparable across the state. She will be attending a training on this June 30th. New legislation also requires that 60% of family support funding be spent on home visitation. This is to include all funding that the Empowerment board oversees. Paige shared that at this time almost all of our funding spent for family support includes a home visitation component. Other changes include a new budget format and Annual Report. The state has also come up with a coordinator/executive director job description to assist boards that may be hiring a new coordinator. Paige also shared information about CCR&R funding. Each regional area receives funding for 2 home consultants, 1 nurse consultant, 2 infant/toddler specialists and 1 QRS specialist. Legal council also reported back to the state on specifics of board membership. Board members employed with a funded agency are allowed to fulfill their current terms. Starting July 1, board members are required to hold 3 yr terms (staggered).
- E. Membership.** – Paige shared that she called through board members to ask about their desire to serve on the board in terms of years in order to stagger new term schedules. Board members working for a funded agency were kept at current term schedule. Required positions are met for this year. As we merge with other areas, we will assess open positions to meet board requirements. Marc Singer made a motion to accept board term schedule. Ellen Picray seconded the motion and the motion passed unanimously.
- F. By-Law Revision** - By-Law changes were presented at the April board meeting. Changes to article III include changing board membership from 15-17 members to 9-17 board members. It also includes removing “Subsequent and consecutive terms of three years can be served upon board approval” from membership terms. Jack Plathe made a motion to approve the By-Law revision. Jana Nelson seconded the motion and the motion passed unanimously.
- G. Fiscal Agent Agreement** – Paige shared that their meeting with the AEA was postponed due to the AEA representative being sick. We are scheduled to meet with them on May 27th at 9:00 in Pocahontas. Paige and Ellen Picray will be meeting with the AEA to discuss fiscal issues such as including computers and printing on the agreement. They will also discuss impacts of mergers and their

desire to serve as a fiscal agent for the new area.

- H. Outcome/Finance Committee Report and Recommendation** – Board members received a copy of the minutes of the committee meeting. Ellen Picray reported for the outcome committee. Jack Plathe reported for the finance committee. Ellen shared that they looked at outcomes and discussed how programs will fit into the new statewide required outcomes. The committee placed home visitation as a priority. The committee reviewed other funding sources available. Due to funding being available for a regional childcare nurse consultant to conduct approximately 10 visits in our area, the committee decided that funding the CCNC was not a top priority. Proposed funding was cut or held at the same level for all programs without increases to salaries. The only exception is an increase in cost for health benefits for Kristin Faber consistent with the AEA rate increase. Ellen shared that proposed funding will also require the AEA to hire another KIDS worker to be located in our area. Paige shared budget amounts proposed by the committee. She shared that she inserted estimated carryover. The board can reassess allocations of carry over once exact carry over numbers are known.
- I. Proposed FY 2011 Budget** – Paige distributed copies of the proposed budget. Ellen Picray made a motion to approve the proposed FY 2011 Budget. Marc Singer seconded the motion and the motion passed unanimously.

Jack Plathe made a motion to adjourn the meeting at 2:20, Keith Wirtz seconded the motion and the motion passed.

**Next Meeting - The next board meeting is set for June 28th at 1:15 at
The AEA in Algona**

State Empowerment Web Site www.empowerment.state.ia.us

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