

CKLECC Board of Directors Meeting Minutes

MINUTES

JANUARY 6, 2020

1:00 PM – 2:30 PM

LIMON

MEETING CALLED BY	Dennis Pearson, Chairman
TYPE OF MEETING	Monthly CKLECC Board of Directors Meeting
FACILITATOR	Dennis Pearson, Chairman
NOTE TAKER	Julie Witt, CKLECC Coordinator
TIMEKEEPER	
ATTENDEES	<p>Phone: Dennis Pearson (Board Chair/Kiowa County DHS); Colleen Walsh (Cheyenne County Public Health); Maranda Foster (Prowers County Public Health)</p> <p>On Site: Haley Leonard (CKLECC Representative); Julie Witt (Coordinator); Luci Reimer (Secretary/Limon Memorial Library); Jennifer Paintin (Baby Bear Hugs); Cindy Ferree (Vice Chair/Limon Child Development Center); Amber Ellis (Treasurer/Parent); Tami Stephenson (South East Health Group); Lisa Thomas (About F.A.C.E.)</p> <p>Absent: Alex Arellano (Morgan Community College)</p>

Agenda topics

DECEMBER BOARD MEETING MINUTES WERE APPROVED BY THE BOARD WITH A MOTION BY MARANDA AND SECOND BY JENNIFER.

LUCI REIMER & PATRICIA PHILLIPS BOARD TERMS

JULIE WITT

DISCUSSION	Julie reminded the board that Luci Reimer and Patricia Phillip's board terms are up the end of January. Luci has agreed to stay on for another term. Patricia has decided not to serve another term as she has been unable to make meetings. Cindy motioned to accept Patricia's resignation and to renew Luci's board term. Jennifer seconded the motion and the board approved.		
CONCLUSIONS	CKLECC has 10 current board members which meets the state guideline; however, CKLECC bylaws require 11. The group will search for an additional board member. All mandatory stakeholder groups are covered at this time.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
Search for eleventh board member.			

MINUTES

FINANCIALS/EXPENDITURES/CHECK APPROVALS/GRANT APPLICATIONS

HALEY LEONARD

DISCUSSION	<p>Haley pointed out several checks on the check detail list. A check for Stop 'n' Shop for February rent was signed last month, but is showing up on this report. The annual insurance payment check was for \$1359. The Chamber of Commerce membership fee paid was \$70. Haley personally paid for a refrigerator for the new office in the amount of \$125, so a check was written to Haley for reimbursement for \$125. Expenditures by funding source was as follows: \$1324.33 – Buell, \$134.17 – CCR&R, \$1,479.21 CSQI, \$194.48 Karval Quality Improvement, \$680.03 – LCDHS, and \$4,109.32- SB. Total monthly expenditures was \$7,922.34. The deposit detail for the month was: \$100 ECCLA, \$711.35 LCDHS. We are still waiting on state reimbursement for the months of November and December. The account balance at the end of December was \$14,371. Julie requested that the board consider approving three signed blank checks as utilities and the phone/internet for the new office could be due prior to the next board meeting. Luci motioned to approve the financials, checks, and to sign three additional checks for utilities due. Amber seconded and the board approved.</p> <p>Julie and Haley are working on submitting the Anschutz Family Foundation grant application due January 15th. The Request for Applications (RFA) for state funding for fiscal year 2021 will be released at any time.</p>
CONCLUSIONS	

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MINUTES

COLORADO SHINES SITES

JULIE WITT

DISCUSSION	<p>Julie reported that she, Haley, and Carole recently had a December call with our Office of Early Childhood representative Michelle Gonzalez. She reminded staff that CKLECC had dropped below 60% of participating Colorado Shines sites. The 60% is a statewide goal per council. Julie explained that the decrease had to do with preschool sites not getting their Colorado Shines Level 2 ratings renewed before expiration dates. Specific sites include: Cheyenne Wells, Plainview, and Kit Carson. A big part of the delay for sites is due to staff turnover and additional staff since the original rating was issued. New staff are required to complete (10) hours of Level 2 Training in the Professional Development Information System (PDIS). Julie informed OEC that many preschools do not have Colorado Shines at the top of their list because they do not see the importance of it. Especially, since there is no competition between sites. Carole and Julie have been offering technical support to these sites to help them get reissued the Level 2. Julie asked the board if they had any ideas for an incentive. Haley reported we had approximately \$300-\$500 available for incentives for providers to achieve a Level 2. The board thought a \$100 gift card should be offered as an incentive for providers and providers should be acknowledged in local newspapers and on social media when a Level 2 is awarded. Michelle Gonzalez had also told the ladies they need to get in touch with the Colorado Preschool Program representatives for all three counties to see what they were requiring of Colorado Shines at their CPP visits. Julie reported she and Carole would be meeting with Michelle Pugsley and Elizabeth Schroeder of CPP on February 6th.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julie will inform sites of the incentive available.	Julie	ASAP

UPDATES

JULIE WITT/BOARD MEMBERS

DISCUSSION	<p>After already sending the meeting agenda out, Julie was contacted by two Country Living Learning Center staff about applying for spring semester scholarships. Each received scholarships from CKLECC for the fall semester and provided proof of passing the courses. Julie provided the board with the transcript information provided and asked the board if each of these individuals would be eligible to apply for another secondary scholarship. The board agreed that it is important for each to continue with classes to meet licensing requirements and that Julie should provide them with new scholarship applications.</p> <p>Luci informed the group that the Limon Lions Club would be helping with the 9 News Health Fair to be held in Limon on Saturday, April 11th. She suggested that this might be a good time for CKLECC to partner up and offer an early childhood section. The board agreed this would be a good idea. Julie will connect with Ben Ferree who is helping with the Health Fair and stay connected with Luci as she is part of Lions Club.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julie will connect with Ben Ferree regarding the 9 News Health Fair	Julie	ASAP

MINUTES

FUTURE MEETINGS

DENNIS PEARSON

DISCUSSION	<p>The next meeting date will be Monday, February 3rd at 1:00 p.m. at Cheyenne County Public Health/DHS Office. The Council Meeting will follow at 2:30 p.m.</p>	
SECRETARY APPROVAL SIGNATURE:	DATE:	