

CKLECC Board of Director Meeting Minutes

MINUTES

AUGUST 30, 2021
(SEPT. MEETING)

1:00 PM – 2:30 PM

IN PERSON/VIRTUAL MEETING

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>In Person: Haley Leonard (Financial Manager); Julie Witt (Council Coordinator); Dennis Pearson (Chair/Kiowa County DHS); Louie Morphew (Morgan Community College); Carole Spady (CKLECC Quality Improvement Coach); Candace Chamberlain (CKLECC Child Care & Fun Tote Program)</p> <p>Zoom: Lisa Thomas (About F.A.C.E.); Carole Spady (CKLECC Quality Improvement Coach); Tammy Yoder (Karval Preschool); Colleen Walsh (Cheyenne County); Amber Ellis (Treasurer/Parent); Jennifer Paintin (Baby Bear Hugs); Kailey Meardon (South East Health Group); Autumn Pelton (Cheyenne County Public Health)</p> <p>Absent Board Members: Tami Stephenson, Cindy Ferree; Luci Reimer</p>

Agenda topics

AUGUST BOARD MEETING MINUTES WERE APPROVED BY THE BOARD FOLLOWING A MOTION BY LOUIE AND A SECOND BY LISA.

CHILD CARE PRELICENSING PRESENTATION

CAROLE SPADY

DISCUSSION	Carole Spady, CKLECC Coach and trainer, gave a presentation on the Child Care Pre-Licensing course that is required for home childcare licensing. Carole can provide this 15-hour course. It is a requirement for anyone wanting to get licensed to provide care out of their home. The course is intense. It is broken up into two days. The course is broken up into different sections such as: development, family relationships, guidance, administrative, supervision, etc. The course is followed by a 24-question test. The course is good for a year while the licensing process is happening. A childcare license is for six children; however, experienced providers can apply for an experienced license to care for nine. A provider's own children are included in the total count.		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	

MINUTES

COORDINATOR REPORT

JULIE WITT

DISCUSSION	<p>Julie reported that Candie had been distributing the first set of Family, Friend, Neighbor Resource Bags in all three counties. The first theme is Health Living. Candie prepared 15 bags between the three counties. She is planning the September theme to be Back to School. Julie was able to help with advertising for Little Leaders. She placed a three-week ad with the Mile Saver Shopper. The ad also went on their website. Julie was able to put the ad on the Early Childhood Colorado online job board for no cost. Carole has been providing weekly support to Kaycee, the Director. Jennifer Kollerup, our state regional coach, has been part of the meetings. There has not been much of an update on the Covid Relief Funding that will be coming out. At this point, the Office of Early Childhood is waiting on the Governor's approval of spending plans. It is Julie's understanding that the intent is to fund home childcare providers more directly and to help with Child Care Resource and Referral work. Julie will be preparing the 2021-2022 Colorado Shines Quality Improvement Packets for all licensed programs now that new school year is in session. A much earlier deadline is going to be set for programs to apply. This will help prevent last minute spending and accounting issues at the end of the fiscal year. It will also allow Carole to coach programs much earlier in the school year. Tammy Yoder has asked for No Small Matter to be shown as a parent outreach activity for Karval School. Julie will need to determine a date that will work to do this. Candie is preparing new Fun Totes for Baby Bear Hugs and Limon Child Development Center. CKLECC staff has come up with some outreach ideas to promote the council work, early childhood, licensing, and FFN care. They'd like to schedule some movie nights at local theatres and do a calendar project with the preschools. The idea of the calendar would be to have preschoolers do the artwork and add facts about the importance of early childhood, development, school readiness, etc. and use as an advocacy project.</p>
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DISCUSSION	Carole reported that she has provided quite a bit of support to Kaycee at Little Leaders. She has been doing quality improvement coaching both in -person and virtually. She will be scheduling the first monthly training night in September. The plan is to offer the training in-person in Limon at the CKLECC Office with a virtual option.
CONCLUSIONS	

DISCUSSION	<p>Dennis provided an update on Little Leaders. He is worried that the community has lost confidence. He has met with the Commissioners about using TANF funding to support the center. He has provided five different options that might work. He reported that there has been a \$10/day increase for CCCAP, but cases of those children who were going to the center are on hold. Lisa suggested we get the appropriate information to exempt providers regarding their eligibility to provide CCCAP.</p> <p>Jennifer Mortimer with Cornerstone Resource Center provided an update that the Diaper Bank will open to Kiowa County residents in about a month. The program will allow residents with a child in the home that wears diapers (any age) to obtain free diapers, wipes, and creams once per month. The diapering supplies will be available in Kiowa County on the 2nd and 4th Mondays of the month at the Eads location (Kiowa County Public Health).</p> <p>Jennifer Paintin let the group know that the CKLECC website link has been added to the Baby Bear Hugs website. This will stay for a year under our sponsorship plan. Jennifer said she is excited to receive her new set of Fun Tote Backpacks that Candie is working on.</p>
CONCLUSIONS	

DISCUSSION	<p>Haley provided the check detail report. Checks included: payroll, taxes, two MCC Scholarships, CenturyLink, utilities, rent, Katie Rogers book reimbursement, mileage, Bohall Neubauer and Co for the 990 filing, advertising for Little Leaders, Denver Early Childhood Council for Sugar License, Lakeshore for backpack supplies and quality improvement orders, First National Bank credit cards; Office Works – bookshelf. Monthly expenditures were as follows: Buell \$8,548; System's Building \$1,962. Deposit detail report included: System's Building \$2,247; Quill reimbursement \$3,374; Lincoln County \$460. The balance sheet for August was \$25,921.97. Funds remaining by source are System's Building \$40,790; Quality Improvement \$48,111; Child Care Resource and Referral \$3,586; Expanding and Emerging \$19,197; Buell balance is zero. Louie motioned to approve the checks and financials. Jennifer seconded the motion and the board approved.</p> <p>Julie let the board know she had a copy of the tax filing 990 prepared by Bohall Neubauer and Co. She needs a board member's signature and then it can be filed online. Julie asked if the board would like to review it. Board members gave permission for Dennis to go ahead and sign so it could be filed in a timely manner.</p>
CONCLUSIONS	

DISCUSSION	<p>Julie had provided the board with a draft of the revised scholarship application. Louie brought up there was confusion with some of the wording in the first paragraph regarding eligible applicants could include those beginning a career in early childhood. The confusion exists because the first bullet point states eligible applicants must work for a licensed program. The board agreed that licensed program should be removed, and situations could vary. Julie asked what the board thought about the repayment plan listed and what amount we should require applicants to pay out of pocket. Julie mentioned that another council's application required applicants to pay 10% out of pocket. Julie thought this might be a good idea. It may make the applicant more invested. Autumn mentioned that an idea might be to award the 10% back in a stipend once the applicant completes the course and the required year in the field following completion. The board suggested Julie revise the application based on the discussion and bring it back for the board to review/approve in October.</p>
CONCLUSIONS	

DISCUSSION	The next regular Board/Council Meeting will be on Monday, October 4th at 1:00 p.m. The meeting will be held both virtually and in-person. Those wishing to meet in person can join Julie at the CKLECC Office in Limon.
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SECRETARY APPROVAL SIGNATURE:	DATE:	
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