

CKLECC Board of Directors Meeting Minutes

MINUTES

MARCH 31, 2017

9:00 AM – 10:00 AM

EADS

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: Sheila Anzlover (North East Child Care Resource & Referral/ Board Vice Chair); Patricia Phillips, (Lincoln County DHS); Casey Halde (Parent/Treasurer); Bethany Head (Baby Bear Hugs); Cindy Ferree (Limon Child Development Center); Spencer Green (Centennial Mental Health)</p> <p>On Site: Dennis Pearson (Board Chair/Kiowa County DHS); Haley Leonard (CKLECC Representative); Julie Witt (CKLECC Coordinator); Rod Pelton (Cheyenne County Commissioner)</p> <p>Absent: Luci Reimer and Lora White</p>

Agenda topics

** THE MEETING MINUTES FOR THE FEBRUARY MEETING WERE APPROVED AS READ BY A MOTION BY ROD PELTON AND SECONDED BY CASEY HALDE.

MINUTES

VACANT BOARD POSITIONS

DENNIS PEARSON

DISCUSSION	The Board still needs to fill the required stakeholder positions on the Board for Health and Mental Health representation. Amy Reyes, with South East Mental Health Group, had to resign her position due to her husband's job transfer to Alaska. The Board accepted her resignation. Julie will be meeting with the new Early Childhood Specialist from Centennial Mental Health (CMH) to see if she may be able to serve. Her name is Amanda Ray. Ryan Wollert, with Prowers County Public Health/WIC and who serves Kiowa County, has agreed to serve on the Board as our health realm representative. She will be voted in at the April meeting.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Julie will meet with Amanda from CMH.	Julie	Prior to next meeting.

MINUTES

FINANCIALS/EXPENDITURES/CHECK APPROVALS

HALEY LEONARD

DISCUSSION	Haley went through the financial reports. There were no questions. When the March reimbursements are received, the checking account balance will be \$13,249. Cindy made a motion to approve the financials. Sheila made a second to the motion. The Board approved.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

MINUTES

BUDGET & FUTURE APPLICATIONS FOR FUNDING

HALEY LEONARD & JULIE WITT

DISCUSSION	<p>Julie and Haley addressed the Board about future funding and existing budget. Julie reported after having a site visit with the Anschutz Family Foundation at the beginning of the month, they should know in May if CKLECC will receive a grant award.</p> <p>The Request for Application (RFA) for our state funding will be coming out by April 1st. We are eligible for a bit more system's building funding. In the past, we have only been awarded \$25,000. We know that this</p>
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	<p>application is for a three-year contract. The first year we are eligible for \$29,000, the second year \$32,000, the third year \$35,000. The RFA will be due to the Office of Early Childhood by May 1st; however, the new contract will not take effect until October 1st. Although, we are seeing an increase in our system's building funding, the Race to the Top Grant that councils have been receiving since 2014 will be ending in June. This will present a deficit in our budget. CKLECC has received \$25,000 each year from this grant. Haley and Julie are looking for any local or foundation funding that CKLECC may be eligible for to help fill some of the gap. Haley mentioned presenting a proposal to local Dept. of Human Services Offices to see if they might have TANF funding that could be donated. Julie mentioned that both Anschutz and Buell have mentioned that we are lacking local funding in our budgets. Julie reminded the group that the Buell grant will be due May 1st also. She had a conference call with the Buell Foundation earlier this month and they suggested CKLECC apply for \$25,000 in general operating funds. She is hoping if CKLECC receives grant awards from both the Anschutz Family Foundation and the Buell Foundation as this will help to partially fill the void from the Race to the Top Grant.</p> <p>A concern that Julie and Haley have is that Buell Foundation funds must be spent down by August 31st and the new state contract won't be in effect until October 1st. With the Buell Foundation funds being the only funding in our bank account (all state funds are reimbursement only), this will pose an issue with us having guaranteed funds in the bank account during the months of September and October. The new Buell grant award usually is not issued until late September. State reimbursements can take up to 45 days. If we do receive the Anschutz award in May this will help; however, this is something that should be considered. Cindy Ferree suggested reaching out to the Buell Foundation to see if they would consider a spending extension. She said in her experience the Buell Foundation is usually very willing to work with grantees. The group agreed this would be the best first step to take.</p> <p>Julie informed the group that a Request for Proposal (RFP) for Child Care Resource and Referral funding is also coming out April 1st. Sheila with North East Child Care Resource & Referral (NCCCRR) writes for funding for the nine counties in our region. When Julie was at state meetings last week she heard about other councils also writing for this funding. Due to Sheila's limited budget, she has been unable to serve Cheyenne and Kiowa Counties over the past several years. The only local funding she receives from the tri-county council area is from Lincoln County. Since Cheyenne and Kiowa aren't receiving services, Julie thought she should ask the group what they thought about CKLECC also submitting a proposal for the Child Care Resource and Referral Funding. There were mixed feelings about this topic. Patricia Phillips with Lincoln County DHS has concerns with continuing to fund NCCCRR because it seems as if the northern counties are served better than the southern. She feels that CKLECC is already doing some of the work and at times it seems like a duplication of services. Patricia feels like a local face makes more sense and by having someone local do the work, Cheyenne and Kiowa Counties could be better served. Sheila said she does not agree with this and has great concern. She said that the Council cannot meet the requirements of the Scope of Work – retention, recruitment, software updates, updating a statewide database, having someone trained in pre-licensing, having the knowledge to meet the needs of licensing requirements, and knowing licensing rules backwards and forwards. Sheila was asked why she is unable to provide service in Cheyenne and Kiowa Counties and she explained that out of her budget she has only \$100/year for mileage for her entire nine county region. She also said not receiving local funding from those counties plays a role. She mentioned that most of her work goes towards areas who have the most providers. Cindy Ferree mentioned that Limon Child Development Center works well with NCCCRR. They enjoy the newsletters, training information and they get interviewed for data. She did not think it would be a good idea to throw the Council's relationship with NCCCRR under the bus. It was agreed by the group that Julie should look at the RFP and determine whether CKLECC would even be eligible to apply and go from there. Julie explained that she felt as Coordinator of the group it was her responsibility to inform the Board of the RFP coming out.</p> <p>Julie informed the Board that she will be sending out the new MOU document to be signed by all members. It is a requirement of the Early Childhood Council Rules that the Council have a signed MOU with all mandatory stakeholders. These MOUs will need to be sent in with the RFA due May 1st.</p>		
CONCLUSIONS			
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
<p>Julie will speak with Lori at the Buell Foundation to request a spending extension.</p> <p>Julie will review the RFP for Child Care Resource & Referral Funding and inform the group of CKLECC's eligibility to apply.</p>	Julie	ASAP	

MINUTES	FUTURE MEETINGS	DENNIS PEARSON
DISCUSSION	<p>The next Board Meeting is scheduled for Friday, April 28th, in Limon at 9:00 a.m. The location will be determined.</p> <p>The regular CKLECC Meeting will follow at 10:00.</p>	

SECRETARY APPROVAL SIGNATURE:	DATE:	