

CKLECC Meeting Minutes

MINUTES

MARCH 25, 2016

10:00 AM – 11:30 AM

CHEYENNE WELLS

MEETING CALLED BY	Dennis Pearson, Chairman
TYPE OF MEETING	Monthly CKLECC
FACILITATOR	Dennis Pearson, Chairman
NOTE TAKER	Julie Witt, CKLECC Coordinator
TIMEKEEPER	
ATTENDEES	Phone: Sheila Anzlovar (NE Child Care R &R); Carole Spady (Colorado Shines Coach); Heike Petersen (Lincoln County Public Health) On Site: Julie Witt (CKLECC Coordinator); Dennis Pearson (Kiowa County DHS); Haley Smith (CKLECC Representative); Linda Roth (Cheyenne County Public Health); Honey Richardson (Cheyenne County DHS); Mike and Cindy McCloud (Kiowa County Commissioner)

Agenda topics

MINUTES

CHILD CARE COMMITTEE UPDATES

JULIE WITT

DISCUSSION	<p>Kiowa County – Eads Community: A meeting was on March 18th and a steering committee was started. Possible board members were asked to write a letter of interest to Tristian Sheridan CEO of Kiowa County Hospital. The group decided on the name of Future Leaders Learning and Care Center. Land was donated for the center and is next to Prairie Pines Assisted Living Center. The committee is looking into becoming a 501C3. The next child care meeting is scheduled for April 8th at the Cobblestone Inn at noon.</p> <p>Lincoln County – Hugo Community: A meeting was held in Hugo on March 22nd. There was a good parent turnout as well as several hospital employees. The hospital employees were able to provide a variety of information to the group from their efforts to open a center several years earlier. Lora Lee White and Emily Poss have taken the lead of the steering committee and have spoken to the Town Clerk about land that had previously been donated for a child care center when the hospital was working on its project. The group has decided to work on a name for the Center and what 501c3 organizations might consider being an umbrella to the group so grant writing can begin. The group is scheduled for the May Town Board Meeting to present a proposal for the previously donated land. Lora and Emily are going to work on some bylaws and a business plan prior to the April meeting which was scheduled for Tuesday, April 12th at 6:30 p.m. at the Hospital Board Room.</p> <p>Lincoln County – Limon Community: The next meeting is scheduled for Wednesday, April 6th at 6:30 p.m. The group will discuss existing building possibilities for a center as well as discussion of possible lots where a new facility could be built, construction costs, square footage required to care for the number of kids they'd like to serve and rates and costs. Discussion regarding the Early Head Start funding opportunity that Limon Child Development Center has will be had.</p> <p>Cheyenne County – Cheyenne Wells Community: Candace has been in contact with two individuals that are interested in taking the classes to become a licensed home provider. The concern is how far they have to go to take the pre-licensing classes and the cost. Candace has been in contact with Keefe Memorial Hospital and has been trying to setup a meeting time but the meeting has been cancelled a few times and not rescheduled at this point. Scott Schimer has not gotten back with Candace about parents who might be interested in using the preschool room. At this point Candace is unsure of what the next steps should be in Cheyenne Wells. Linda suggested possibly sending a letter to those individuals who have shown interested in and expressed the need for more child care options in Cheyenne Wells giving them the chance to still come to a meeting and to also create a trail for the Council to show that we did put an effort in Cheyenne Wells.</p> <p>Sheila asked Honey if she would consider helping get the Cheyenne Wells Child Care Association get started back on monthly meetings and that she would be in touch following the meeting.</p>
CONCLUSIONS	

ACTION ITEM	PERSON RESPONSIBLE	DEADLINE
Continue with steering committees and community meetings; Follow up with individuals who showed interest in Cheyenne Wells	Candace Chamberlain	Next CKLECC Meeting

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COORDINATOR UPDATE

JULIE WITT

DISCUSSION	<p>State Funding Contract –Julie reported that she and Haley were allowed to submit a proposed budget to the Office of Early Childhood based upon what they felt was needed for the next fiscal year. If approved the Council will get more than the \$25,000 from the contract amendment. The Scope of Work provided with the contracts by the State was also submitted. The majority of the Scope of Work focuses on quality child care and reporting in the Sugar and Sales Force databases. Once final budget is approved copies will be provided to the Council.</p> <p>Colorado Shines Update: Megan Lowe with the Kit Carson School District and Karli Strobel with Cheyenne Wells School District have both achieved the Colorado Shines L2 Rating. Carole Spady, Colorado Shines Coach, continues to meet with the rated providers to complete needs assessments, quality improvement plans and help with quality improvement spending. Eads Preschool is the only school district that hasn't achieved the rating at this point. No home providers have completed the process.</p> <p>Philanthropy Days Listening Tour: Julie attended the Listening Tour on March 25th and was invited by the Daniel's Fund to a follow-up meeting in Sterling on April 20th. Julie and Haley plan on attend Philanthropy Days in June. Julie has applied for a scholarship to attend. The group felt it was important for both to attend even if we have to pay out of Council funds.</p> <p>Family Friend and Neighbor (FFN) Care Funds: Julie updated the group on meetings had with the FFN Steering Committee. With the current grant cycles coming to end final decisions are being made on how funds can be spent down. At this point it is being discussed to provide FFN Providers who are interested in getting licensed a Safe Sleep Crib Kit, Diversity Kit or Health and Safety Kit. The hope for the new grant cycle will be that providers can apply for mini grants to help with training costs. Julie should know more about final decisions after the next meeting.</p>	
CONCLUSIONS		
ACTION	PERSON RESPONSIBLE	DEADLINE
Continue to participate in FFN Steering Committee meetings	Julie Witt	ASAP
Continue outreach to school districts and assist with spending deadlines.	Julie, Haley, Carole	ASAP

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501C3 PROCESS UPDATE

HALEY SMITH

DISCUSSION	<p>Haley has been speaking with Daniel at Plano Land in Trust. Daniel has said he can file all of the paperwork for the Council to become a 501C3. He can also help us become incorporated and receive an EIN number. Once we become a 501C3 he has suggested a payroll company that would charge \$40 per month that we could use if we are interested. Daniel has provided and estimated cost of \$800 for the filing to take place. Haley asked the group if we could move forward. Sheila made the motion to authorize the Council to proceed with Daniel at Plano Land and Trust to file for the 501C3 with a maximum cost of \$800. Honey made a second to the motion. It was requested of Haley to confirm the filing cost prior to giving the consent to proceed.</p>	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Haley will contact Plano Land & Trust in Wray to confirm the filing cost and plan next steps.	Haley Smith	ASAP

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TEMPLE HOYNE BUELL (THB) GRANT APPLICATION

JULIE WITT

DISCUSSION	<p>Julie reminded the group she would be having a telephone conference with THB on April 6th to discuss the Council's proposal for the next grant cycle. The grant is due May 2nd. Julie confirmed with the group that she would be asking about funds to keep Candace on with the Child Care efforts; funds to use as cash flow after earning the 501C3 status; funds for professional development to help with costs to get Sheila to Cheyenne and Kiowa Counties for provider trainings and to offer more localized trainings to providers; and funds to maintain the tote program.</p>	
CONCLUSIONS		

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Meeting with THB	Julie Witt	4/6/16
Complete grant application	Julie Witt & Haley Smith	5/2/16

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BUDGET REVIEW & EXPENDITURES

HALEY SMITH

DISCUSSION	Haley went over monthly budget and expenditures. She confirmed that we do have the funds to pay the \$800 for the 501C3 filing. Haley mentioned we should find out very soon if the proposed systems building budget will be approved by the State. Once this budget is known we will know more about which possible funders we need to look into.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
Once systems building budget is known investigate other funding possibilities ***NEXT MEETING***FRIDAY, APRIL 22 ND IN EADS	Julie Witt & Haley Smith	ASAP

OBSERVERS	
RESOURCE PERSONS	Family Support and Education (5), Health and Well Being (2), Learning and Development (2) – **some members may represent more than one domain
SPECIAL NOTES	