

Community Action Agency of Siouxland
Board of Directors Meeting
February 20, 2020

Board Members Present:

Tito Parker
Tina Young
Ruth Ann Uhl
Erica Brown
Heidi Nelson
Shelly Sorensen
Rocky De Witt
Ron Engle
Harlan Salvatori
David Dawson
Coretta Mitchell
Norma DeLaO

Excused:

Erica Fuentes
Char Hesse
Sally Hartley
Mark Monson
Rachelle Green
Pastor Sheryl Ashley
Dr. Robert Dunker
Marisa Cummings
Pastor Catie Newman

Absent:

Staff Present:

Jean Logan
Scot Orban
Kim Wilson
Rachael Ostermyer
Michelle Eyer
Caroline Gomez

Tito Parker, Board Chair, called the meeting to order at 4:35 p.m. Roll call was taken with twelve members being present.

Shelly Sorensen moved and Tina Young seconded to approve the Personnel & Finance Committee minutes and the Board meeting minutes of January 16, 2020. Motion carried.

Jean mentioned that she's been doing media coverage about the LIHEAP program which ends April 30th. The average assistance this year is \$425.00. She was contacted by Senior Service America (SSA), who contracts with the Dept. of Labor to administer the Senior Community Service Employment Program (SCSEP). West Central in Iowa will be giving up their slots so SSA may not apply for any slots in Iowa for the next program year. There was discussion; Jean will keep board members informed as details are worked out.

David Dawson made a motion and Ruth Ann Uhl seconded to approve the Board Treasurer's Report of January, 2020. Motion carried.

Rachael Ostermyer reported that the Policy Council reviewed and approved the EHS and HST job descriptions. Andy presented the audit. Beth Cox from Regional will be here in March for our site review and will attend the Policy Council meeting. February 29th is the program year end for HST, EHS and our new EHS expansion.

There was no Old Business.

New Business:

Form 990:

The Form 990 was emailed to Board members for their review. Norma DeLaO moved and Erica Brown seconded to approve the Form 990. Motion carried.

Head Start Eligibility Training:

Michelle Eyer had a hand-out about Rules and Guidelines for Eligibility Training. She reviewed the general provisions, definitions of homeless families and families, income and age requirements, eligibility, ethics, confidentiality, program responsibilities and policies.

DQ Smiles and Stories:

David Dawson moved and Tina Young seconded to retroactively approve submission of a DQ Smiles and Stories grant in the amount of \$2,926 for Second Step Child Protection Units for Head Start. Motion carried. Jean mentioned we received notification that we were not granted these funds.

CSBG-19-18:

A motion was made by Norma DeLaO and seconded by Shelly Sorensen to approve a request for a 3-month extension through June 30, 2020 of CSBG-19-18. Amount to be carried over is approximately \$151,000. Motion carried.

Job Descriptions:

When we first applied for Early Head Start expansion we combined the job description for Head Start and Early Head Start teachers. The Educational requirements differ so we have created separate job descriptions for Head Start Teacher and Early Head Start Teacher, so moved to approve by Norma DeLaO, seconded by David Dawson. Motion carried.

Board Term Expirations:

Terms expiring in March are Pastor Catie Newman and Char Hesse, elected representatives from Districts 3 & 4; Sally Harley and Heidi Nelson, public official representatives appointed by the Board of Supervisors; Harlan Salvatori, Pastor Sheryl Ashley and David Dawson, private interest representatives appointed by our Board of Directors. Harlan and David both volunteered to serve another term.

Volunteer Committee:

Tito Parker, Rocky De Witt and Ruth Ann Uhl will serve on the committee to oversee the board officer election in March and the election for Districts 3 & 4.

Executive Director Evaluation:

Norma DeLaO moved and Tina Young seconded to go into Executive Session for discussion of the Executive Director’s evaluation performed by the Executive Committee.

A roll call vote was taken to resume open session:

Tina Young – Yea	Heidi Nelson – Yea	Harlan Salvatori - Yea
Ruth Ann Uhl – Yea	Shelly Sorensen – Yea	David Dawson - Yea
Tito Parker – Yea	Rocky De Witt – Yea	Coretta Mitchell - Yea
Erica Brown – Yea	Ron Engle – Yea	Norma DeLaO – Yea

A motion was made by Norma DeLao with a second by Tina Young, to approve an increase in pay (as discussed in Executive Session) for Jean Logan, Executive Director, retroactive to January 1, 2020. Motion carried. Tito Parker mentioned that there were many kind words said about Jean, she performs beyond her job duties and has exemplary leadership.

There was no other New Business.

Adjournment:

Meeting adjourned at 5:25 p.m. with a motion by Harlan Salvatori.



Tito Parker, Board Chair