

Community Action Agency of Siouxland
Board of Directors Meeting
June 18, 2020

Board Members Present:

Harlan Salvatori
Tina Young
Erika Fuentes
Tito Parker
Heidi Nelson
Mark Monson
Shelly Sorensen
Pastor Sheryl Ashley
David Dawson
Dr. Robert Dunker
Coretta Mitchell

Excused:

Pastor Catie Newman
Ruth Ann Uhl
Erica Brown
Rocky De Witt
Ron Engle
Rachelle Green

Absent:

Sally Hartley
Marisa Cummings
Norma DeLaO

Staff Present:

Jean Logan
LaRae Lyons
Rachael Ostermyer
Joan Hansen
Andy Brown
Kim Wilson
Caroline Gomez

Harlan Salvatori, Board Chair, called the meeting to order at 4:35 p.m. Roll call was taken with eleven members being present via Zoom.

Tito Parker moved and David Dawson seconded to approve the Board Meeting minutes of May 21, 2020. Motion carried.

Along with Jean's written report, there was discussion of the opening of Head Start/Early Head Start classrooms. For classrooms located in the Sioux City schools, we will need to wait on their decision for opening. The School District needs to submit their plan to the State in July. If virtual learning is a part of it, that could be very costly.

David Dawson made a motion and Sheryl Ashley seconded to approve the Board Treasurer's Report of May, 2020. Motion carried.

Rachael reported that the Policy Council met on Monday via Zoom. They did have a quorum and approved the Pandemic Procedures Policy and the one-time supplemental application. They had discussion on opening, the summer plan and approved new hires.

Under Old Business, a thank you note was read from Norma upon the death of her brother.

New Business: Items on the agenda were reviewed/action taken by the Personnel & Finance (P&F) Committee.

LIHEAP-20CA-18:

P&F moved and David Dawson seconded to retroactively approve the Executive Director and Board Chair signing LIHEAP-20CA-18 in the amount of \$161,754. Jean stated this is new money from the CARES Act and will be used for ECIP or crisis. Motion carried.

Pandemic Child Care Procedures Policy:

A motion was made by P&F, seconded by Mark Monson, to approve the Pandemic Child Care Procedures Policy in response to COVID-19. Erika mentioned that this policy is phenomenal and Sheryl said it is very well thought out. Motion carried.

FY20 COVID-19 One Time Supplemental Application:

P&F moved and Tito Parker seconded to retroactively approve the FY20 COVID-19 One-Time Supplemental application for HS/EHS and EHS expansion, of which a budget summary was included in the board packet. Dollar amount for HS/EHS is \$369,978 and EHS expansion is \$49,213. Motion carried.

FY19 Annual Report:

P&F made a motion and Dr. Robert Dunker seconded to approve the FY19 Annual Report. Dr. Dunker commented that this is an excellent report. Kim, along with Allie's help, did a great job. Motion carried.

Strategic Plan:

The five-year Strategic Plan was included in the board packet for review. P&F moved and Tina Young seconded to approve the Strategic Plan. Motion carried.

CSBG Supplemental Application:

A motion was made by P&F, seconded by Mark Monson, to approve submission of the CSBG Supplemental Application in the amount of \$413,911. Jean mentioned that this is new money coming from the CARE'S Act COVID-19 and can be used to assist those up to 200% of the poverty level. We would like to assist people with rent, utilities, food, household and personal products. As part of the budget we also included the need for increased technology for our staff, a speaker system and scheduling system. Motion carried.

2021 CSBG Action Plan, Application & Budget:

A budget summary and information on CSBG targets was in the packet for review. P&F moved and Tito Parker seconded to approve submission of the 2021 CSBG Action Plan, application and budget in the amount of \$302,148.00. Motion carried.

Iowa Emergency Solutions Grant:

P&F moved and David Dawson seconded to retroactively approve submission of an application for the Iowa Emergency Solutions Grant CARES Act in the amount of \$29,566.00. This money will be used for additional emergency rental assistance. Motion carried.

Iowa Workforce Development Board Staff:

Jean met with Wane Miller, a member of the Board of Supervisors of Cherokee County, concerning a Board staff person for Iowa Workforce Development. This position would be part-time and would assist with local workforce minutes, reports, materials, request for proposals and possibly some help with grant writing. We would be requesting around \$35,000. P&F moved and Mark Monson seconded for Jean to pursue this. Discussion was held. Motion carried.

Iowa Finance Authority (IFA):

P&F made a motion and Sheryl Ashley seconded to approve the Executive Director signing the Iowa Finance Authority Eviction and Foreclosure Prevention Program contract in the amount of \$3,000. People can apply online through the ICAA website for rent and mortgage assistance, but those

receiving the \$600 bonus with their unemployment would not be eligible. Each CAA would be reviewing the applications from the county they serve, checking income and landlord information. IFA would be cutting the checks once the application is approved. Motion carried.

There was no other New Business.

Adjournment:

David Dawson moved and Tina Young seconded to adjourn at 5:07 p.m. Motion carried.

Action Taken Via Electronic Means:

Non-Federal Share Waiver Request:

Because of COVID-19, it has been difficult for our Head Start and Early Head Start programs to acquire the non-federal match, therefore a waiver request was submitted on June 12, 2020 with the board's approval via electronic means.

English D Classroom Renovation:

Renovations are necessary to turn one of our 3-4 year old classrooms into an infant/toddler classroom. Cost for the renovation was included in the grant but the bid came back higher; we believe there will be enough in start-up funds to cover the increase. Since we would like the classroom ready for this fall, we would like the contractor to begin work as soon as possible, therefore an email vote was requested from board members on June 24, 2020, so moved to approve by Shelly Sorensen with a second by David Dawson. Motion carried via electronic means.



Harlan Salvatori, Board Chair