

Community Action Agency of Siouxland  
Board of Directors Meeting  
December 20, 2018

**Board Members Present:**

Tito Parker  
Tina Young  
Todd Roerig  
India Byndum  
Sally Hartley  
Kevin Grieme  
Mark Monson  
Shelly Sorensen  
Rocky De Witt  
Ron Engle  
Harlan Salvatori  
Pastor Sheryl Ashley  
David Dawson  
Dr. Robert Funker  
Coretta Mitchell  
Norma DeLaO

**Excused:**

Kelly Adams  
Jodi Sigler

**Absent:**

Erica McWell  
Marissa Cummings

**Staff Present:**

Jean Logan  
LaRae Lyons  
Vicky Hollingshead  
Rachael Ostermyer  
Scot Orban  
Lorrie Stedman  
Caroline Gomez

Tito Parker called the meeting to order at 4:30 p.m. Roll call was taken with sixteen members present.

Dr. Robert Dunker moved and Mark Monson seconded to appoint Char Hesse as the Low-Income District 4 representative. Motion carried. She was welcomed and told a little about herself.

A motion was made by David Dawson, seconded by Shelly Sorensen, to approve the board meeting minutes of September 30, 2018 and November 20, 2018 (vote taken by email). Motion carried.

Jean passed around a corrected CSBG amended budget. WIPFLI will be doing a training in Des Moines April 2-4 and our Fiscal Dept. is planning to attend. She talked about Christmas saying that the Board room has been filled many times over and mentioned how generous churches, schools, businesses and private individuals are. Rachael also mentioned Teens for Tots at East Middle which they hold annually for a classroom. Each child in the classroom is given a bike.

David Dawson moved and Norma DeLaO seconded to approve the Board Treasurer's report of September, October and November, 2018. Motion carried.

Rachael Ostermyer gave a report for the Policy Council and introduced India Byndum as the new representative on our board. Policy Council met on Monday night; Christine Bornholz is the community representative. They reviewed the Checkpoint 1 Child Outcomes and the CLASS observation results.

**Old Business:**

**Crop Walk**

Jean thanked everyone who helped and said proceeds from the walk are usually received sometime in January.

**Big Give**

Laurie mentioned that we received a check for \$741 from the Siouxland Community Foundation. Over 100 non-profit agencies participated.

**New Business:(Personnel & Finance (P&F) met prior to the meeting and reviewed/took action on the following agenda items.**

**LIHEAP-19-18:**

P&F moved and Kevin Grieme seconded to retroactively approve the Executive Director and Board Chair signing contract #LIHEAP-19-18 in the amount of \$106,169 for start-up funds and the Executive Director signing Amend. #1 adding \$1,554,737 to the contract. Motion carried.

**Policy #305 Worker's Compensation Insurance:**

Another change was made to this policy after being sent in the board packets adding a third medical facility and also adding wordage if someone is injured while on agency business out of town. P&F made a motion and Norma DeLaO seconded to approve Policy #305. Motion carried.

**Senior Community Service Employment Program (SCSEP):**

A motion was made by P&F, seconded by Sheryl Ashley, to retroactively approve submission of a funding request from the Woodbury County Board of Supervisions in the amount of \$10,474 for SCSEP. Motion carried.

**Civil Rights Training:**

It is a requirement of the Child and Adult Care Food Program (CACFP) that board members receive information and training on Civil Rights Requirements. This was provided for all board members.

**CSBG Year-End Report:**

The year-end report was shared with the board and shows all federal, state, local and private funding sources for the agency's programs.

**Early Head Start (EHS) Expansion Application:**

Rachael provided an executive summary of the EHS expansion application which was submitted last month.

**HS/EHS Checkpoint I Child Outcomes:**

Rachael reviewed the checkpoint 1 showing outcomes for school readiness goals, birth to age 3 sub-groups and center based sub-groups.

**CLASS Observations:**

The Office of Head Start conducted onsite CLASS observations from October 2-4, 2018 visiting sixteen classrooms. Interactions between children and teachers is observed. Rachael went over results with board members.

**Adjournment:**

Harlan Salvatori made a motion to adjourn, seconded by Rocky De Witt. Meeting adjourned at 5:05 p.m.

  
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Tito Parker, Board Chair