

Community Action Agency of Siouxland  
Board of Directors Meeting  
March 18, 2021

**Board Members Present:**

Harlan Salvatori  
Tina Young  
Erika Fuentes  
Pastor Catie Newman  
Erica Brown  
Tito Parker  
Sally Hartley  
Heidi Nelson  
Mark Monson  
Shelly Sorensen  
Pastor Sheryl Ashley  
David Dawson  
Dr. Robert Dunker  
Coretta Mitchell  
Trisha Etringer  
Norma DeLaO

**Excused:**

Rachelle Green  
Ron Engle

**Absent:**

Justin Wright

**Staff Present:**

Jean Logan  
Kim Wilson  
Andy Brown  
Rachael Ostermyer  
Christie Beatty  
Michelle Saravia  
Scot Orban  
Caroline Gomez

Harlan Salvatori, Board Chair, called the meeting to order at 4:30 p.m. Roll call was taken with sixteen members present via Zoom.

Tito Parker moved and David Dawson seconded to approve the Board meeting minutes and Personnel & Finance Committee minutes of February 18, 2021. Motion carried.

Jean gave an oral report and mentioned that Iowa Finance Authority is working on developing the Iowa Rent and Utility Assistance Program. Tenants can check their eligibility on a precheck which is currently available on their website, along with other program details. The full application should be available sometime in April. There will also be assistance coming for mortgages at some point. Once the moratorium ends, we anticipate being very busy but do have some temporary staff who will help.

The federal stimulus package includes additional funding for LIHEAP and water.

Rachael reported that Policy Council met on Monday. They approved new hires and the COVID 19 carryover requests for HST/EHS and EHS Expansion. They set up a Bylaws Committee. The Program Instruction on COLA and COVID funding was discussed.

There was no Old Business.

**New Business:** (Personnel & Finance met prior to the meeting to review/take action on agenda items.)

**School Readiness Outcomes:**

Christie and Michelle S. reported on the 2<sup>nd</sup> Checkpoint School Readiness Outcomes. They reviewed the expectations by age group in home visitation and in the classrooms. A summary and graphs were also provided for the different subgroups: Dual Language Learners, Disabilities, Homeless, LENA Home and the Virtual Learners.

**COVID-19 Carry-Over Request for Head Start/Early Head Start (HST/EHS) Grant #07CH7011695:**

P&F moved and David Dawson seconded to approve a COVID-19 one-time funding carry-over request in the amount of \$174,759 for HST/EHS. Motion carried.

**COVID-19 Carry-Over for EHS Expansion Grant #07HP000152:**

P&F made a motion, seconded by Tito Parker, to approve a COVID-19 one-time funding carry-over request in the amount of \$34,544 for EHS Expansion. Motion carried.

**Child Care Nurse Consultant:**

P&F moved and Norma DeLaO seconded to approve submission of the Child Care Nurse Consultant FY22 grant application to SHIP in the amount of \$83,888.14. Motion carried with Sally Hartley and Mark Monson abstaining.

**ECI Home Visitation:**

P&F moved and David Dawson seconded to approve submission of the ECI Home Visitation EHS model FY22 grant application to SHIP in the amount of \$42,779.27. Motion carried with Sally Hartley and Mark Monson abstaining.

**CSBG-21-28:**

P&F made a motion, seconded by Mark Monson, to approve submission of a budget amendment for CSBG-21-18 due to an increase of \$2,049. Motion carried.

**Tenant Based Rental Assistance (TBRA):**

P&F moved and Tito Parker seconded to approve the Executive Director signing the TBRA amendment extending the contract through December, 2021. Motion carried.

**Capital Campaign:**

The Planning, Program & Development Committee met concerning a capital campaign for a new building, submitting recommendations, plan and timeline for the process to the Board, so moved to approve by P&F, seconded by Dr. Robert Dunker. Great job Kim! Motion carried.

**District 5 Appointment:**

Karen Havlicek submitted the only nomination form for the District 5 Low-Income Representative. P&F moved and David Dawson seconded to accept Karen Havlicek's nomination form and to appoint her as the District 5 representative. Motion carried.

**Reappointment of Board Members:**

Jean mentioned that Shelly Sorensen and Mark Monson were reappointed by the Board of Supervisors. Norma DeLaO moved and Mark Monson seconded to reappoint Tito Parker, Dr. Robert Dunker and Trisha Etringer for another 3-year term. Motion carried.

**Election of Officers:**

There were no other nominations from the floor and Tito Parker asked to remove his name from Chair, Treasurer and Secretary, changing the ballot as follows:

- Chair – Mark Monson
- Vice Chair – Tito Parker
- Treasurer – Harlan Salvatori
- Secretary – Trisha Etringer

David Dawson moved and Dr. Robert Dunker seconded to accept this slate of officers. Motion carried.

**Carry-In Agenda:**

**LIHEAP-21-18 Amend. #2:**

P&F moved and Mark Monson seconded to retroactively approve the Executive Director signing LIHEAP-21-18 Amend. #2 adding \$251,467 to the contract for a total of \$1,776,953. Motion carried.

**Head Start/Early Head Start (HST/EHS) Grant #07CH7011695 COLA:**

P&F moved and Norma DeLaO seconded to approve submission of a HST/EHS COLA supplemental application in the amount of \$44,288 (HST \$34,743 and EHS \$9,545). This application will also include a waiver request for the non-federal share. Motion carried.

**EHS Expansion Grant #07HP000152 COLA:**

P&F moved and Norma DeLaO seconded to approve submission of an EHS Expansion COLA supplemental application in the amount of \$16,373. A waiver request for the non-federal share will also be included with this application. Motion carried.

**Agency-wide COLA:**

P&F moved and David Dawson seconded to approve a 1.35% agency-wide COLA in the amount of \$38,205.56. Motion carried.

**Iowa Food Bank Association:**

P&F moved and Norma DeLaO seconded to approve submission of two grant applications to the Iowa Food Bank Association for reimbursement of food expenses in the amount of \$7,159.13 due in March and the reimbursement of food expenses, two freezers and one refrigerator estimated at \$10,390 due in June. Motion carried.

**Adjournment:**

A motion was made and seconded to adjourn at 5:08 p.m. Motion carried.



Mark Monson, Board Chair  
(Minutes approved on 04/15/21)