

Community Action Agency of Siouxland
Board of Directors Meeting
February 17, 2022

Board Members Present:

Mark Monson
Tina Young
Erika Fuentes
Laura Garcia
Sally Hartley
Trisha Etringer
Shelly Sorensen
Rachelle Green
Harlan Salvatori
David Dawson
Tito Parker
Karen Havlicek
Coretta Mitchell

Excused:

Pastor Catie Newman
Pastor Sheryl Ashley
Kevin Grieme
Ron Engle
Norma DeLaO

Absent:

Justin Wright

Staff Present:

Jean Logan
Scot Orban
Kim Wilson
Rachael Ostermyer
Andy Brown
Caroline Gomez

Mark Monson, Board Chair, called the meeting to order at 4:35 P.M. Roll call was taken with a quorum present.

Shelly Sorensen moved and Trisha Etringer seconded to approve the Board meeting minutes of January 20, 2022. Motion carried.

Jean added to her report that Sunnybrook donated another \$5,000 to our Welcome Home program. Our agency will be going to the warehouse tomorrow to pick up furniture for some of our families in need.

Trisha Etringer moved and David Dawson seconded to approve the January, 2022 Board Treasurer's Report.

Policy Council has not yet met this month so there was nothing to report at this time.

There was no Old Business.

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

LIHWAP-21CAA-18 Amend. #1:

P&F moved and Tito Parker seconded to retroactively approve the Executive Director signing contract LIHWAP-21CAA-18 Amendment #1. Motion carried.

CSBG-21-18:

P&F moved and David Dawson seconded to approve the request for a 3-month extension through June, 2022 of CSBG-21-18. Motion carried.

LIHEAP-22-18:

P&F moved and Tito Parker seconded to approve the Executive Director and Board Chair signing LIHEAP-22-18 in the amount of \$2,121,658. Motion carried.

Designated Signatory:

P&F moved and Karen Havlicek seconded to approve the Board Chair authorizing the Executive Director as the designated signatory for LIHEAP-22 contract amendments. Motion carried.

FaDSS RFP/Budget:

P&F moved and Tito Parker seconded to retroactively approve submission of the FaDSS Request for Proposal and budget in the amount of \$310,542. Carried.

Child Care Nurse Consultant (CCNC):

P&F moved and David Dawson seconded to approve submission of the CCNC budget and grant request in the amount of \$90,732. Carried with Mark Monson abstaining.

Early Childhood Policy 9.24:

P&F moved and Karen Havlicek seconded to approve the Early Childhood Policy 9.24 Home Visitation Illness Exclusion. Motion carried.

Job Description:

P&F moved and Tina Young seconded to approve the updated Assistant Community Services Director position description. Jean mentioned that the position is vacant at this time so we wanted to update it. The FaDSS program has been removed since we now have a fulltime FaDSS Supervisor, along with the housing programs and the housing language. Motion carried.

Board Term Expirations:

Those in the Elected category will need to fill out a nomination form and if more than one form is submitted for each District, an election will need to be held. District 4 has been vacant for some time so if you know of anyone interested please have them contact us. Ron Engle has advised us he will not be serving again. Coretta Mitchell has asked to step down if we can find a replacement for her.

Approve Election Process:

A timeline was included in the board packets for the election process if needed, so moved to approve by P&F, seconded by Tito Parker. Motion carried.

Volunteer Committee:

Tito Parker and Sally Hartley volunteered for the committee to oversee the Board Officer Election in March and the Private Interest election if needed, so moved to approve by Tito Parker and seconded by Karen Havlicek. Carried.

Carry-In Agenda:

LIH-21ARPA-18:

P&F moved and Tito Parker seconded to retroactively approve the Executive Director signing contract LIH-21ARPA-18 Amend. #2 changing line items only. Motion carried.

HP Grant (ECC):

Jean mentioned that we would like approval to request a no-cost extension for the HP grant (ECC) in the amount of approximately \$140,000 for regular funding and up to \$1500 for T/TA. Some of the expenditures would go towards playground turf, redoing floors in two classrooms, drop ceilings, fixtures and security cameras in all classrooms. We believe the cameras would make the classrooms a safer environment for children and staff. There was lengthy discussion. Our Head Start Regional Specialist would be happy to talk to our board members about the cameras. Staff should develop policies in collaboration with the Head Start Regional Office and reviewed by board members. David Dawson made a motion to approve the expenditures for the HP Grant (ECC) but no cameras should be used until written policies are in place and approved by the Board, seconded by Trisha Etringer. Motion carried.

Executive Director Evaluation:

David Dawson moved to go into Closed Session at 5:25 p.m. Staff exited from the Zoom meeting. Roll call was taken:

Tina Young – Yea
Harlan Salvatori – Yea
Karen Havlicek – Yea
Laura Garcia – Yea
Sally Hartley – Yea

Rachelle Green – Yea
Mark Monson - Yea
David Dawson - Yea
Coretta Mitchell - Yea
Trisha Etringer - Yea

David Dawson made a motion and Trisha Etringer seconded to resume Open Session. Carried.

Based on the recommendation of the Executive Committee, Harlan Salvatori made a motion and David Dawson seconded to approve a 3.5% increase in the Executive Director salary retroactive to January 1, 2022. Motion carried.

Adjournment:

A motion to adjourn was made by Coretta Mitchell, seconded by Trisha Etringer. Carried.

Mark A. Monson

Mark A. Monson (Mar 18, 2022 10:47 CDT)

Mark Monson, Board Chair