

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

Board Members Present:

Mark Monson
Tina Young
Pastor Catie Newman
Karen Havlicek
Tito Parker
Laura Garcia
Sally Hartley
Kevin Grieme
Shelly Sorensen
Rachelle Green
Ron Engle
Harlan Salvatori
David Dawson
Coretta Mitchell
Trisha Etringer
Norma DeLaO

Excused:

Pastor Sheryl Ashley

Absent:

Justin Wright
Erika Fuentes

Staff Present:

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

Mark Monson, Board Chair, called the meeting to order at 4:30 P.M. Roll call was taken with a quorum present.

Tito Parker moved and Trisha Etringer seconded to approve the Board meeting minutes and Personnel & Finance Committee minutes of February 17, 2022. Motion carried.

Jean added to her report that the CSBG funding level has passed the House and if it goes through the Senate it will mean more money for our programs.

Trisha Etringer moved and Norma DeLaO seconded to approve the February, 2022 Board Treasurer's Report.

Rachael reported that the Policy Council met in February and approved Policy 9.24 and the extension of the HP Grant (ECC) as did the board. Concerning COVID, they are no longer requiring that masks be worn outside. A Focus federal monitoring review will be held the week of April 18th which is the same week as Policy Council and the Board meetings. The review team may want to attend the meetings or may schedule a time to meet with some of the members.

There was no Old Business.

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

School Readiness Outcomes

Christie & Michelle reported on the school readiness outcomes at Checkpoint 2. Michelle stated that in Home Visitation all age groups (Birth-age 1, age 1-2 and age 2-3) are meeting or exceeding in all school readiness goals. They saw an 11% increase in developing motor skills. Christie mentioned that in the classrooms Birth-Age 1 are meeting all goals at 100%; 1 year olds are meeting expectations but there was a small decrease in language development; 2 year olds are at 89% or higher for all 7 goals; 3 and 4 year olds were at 85% or higher in some of the 7 goals – they will be focusing on the social emotional goals. The areas of Literacy and Math did show an increase. Graphs were provided showing the percentage of children meeting expectations in each age group.

HEAP-22-18:

P&F moved and Tito Parker seconded to retroactively approve the Executive Director signing HEAP-22-18 Amend. #1 adding \$9,710 for a Knob & Tube project. Motion carried.

LIHEAP-21ARPA-18:

P&F moved and David Dawson seconded to retroactively approve the Executive Director signing contract LIHEAP-21ARPA-18 Amend. #3 changing line items, contract remains \$2,377,831. Jean mentioned that this was changed as there was money to give people supplemental payments. Motion carried.

Fiscal Manual:

P&F moved and Tito Parker seconded to approve changes in the Fiscal Manual with the exception of leaving in “and the Executive Secretary” being responsible for physical inventory. Motion carried.

Life Insurance:

P&F made a motion and Kevin Grieme seconded to increase the amount of life insurance and AD&D from \$25,000 to \$50,000. Jean visited with our insurance agent and the cost to the agency for this increase will be very minimal. Motion carried.

Personnel Policies:

The Personnel Policies were given to board members for review, along with recommended changes which were highlighted. Some changes include the elimination of the student loan program and the COVID vaccination policy, a new Safety & Mask Policy, the addition of jeans to the dress policy and other minor changes. P&F moved and Karen Havlicek seconded to approve the Personnel Policies with changes. Motion carried.

Policy 12.1 Pandemic Childcare Health and Safety Procedures:

P&F moved and Norma DeLaO seconded to approve the updated Early Childhood Policy 12.1. Rachael mentioned these updates are to keep in line with the agency’s Personnel Policies, along with guidance from DHS, CDC, IDPH, SDHD and OHS on pandemic risk reduction guidance. Motion carried.

Center Manager:

Jean mentioned that at the present time, the agency has three Center Managers who each overlook approximately 30-32 staff and 9-10 classrooms. With the addition of another Center Manager, these numbers would be reduced to 22-24 staff and 7 or 8 classrooms. P&F moved and Tito Parker seconded to approve hiring an additional Center Manager. Motion carried.

Districts 1 and 2:

David Dawson moved and Harlan Salvatori seconded to accept the applications from Tina Young for District 1 and Erika Fuentes for District 2 and appoint them for another three-year term. Motion carried.

Renumber Districts 3 & 5:

P&F moved and Norma DeLaO seconded to renumber District 3 & 5 to coincide with the Board of Supervisors districts. The Board members holding these seats are Pastor Catie Newman and Karen Havlicek. Motion carried. Jean mentioned that the Board of Supervisors reappointed Rachelle Green for another 3-year term and also appointed Jill Wanderscheid who will be replacing Ron Engle.

Private Interest Group:

P&F moved and Rachelle Green seconded to reappoint Coretta Mitchell and Norma DeLaO in the Private Interest Group. Motion carried.

Annual Report:

The Annual Report was emailed to board members – very nice.

Election of Officers:

Ballots for election of officers will be emailed to all board members for voting. The ballot is to be returned to Caroline by noon on Monday, March 21st. Results will then be tabulated.

Carry-In:

HEAP-22-18:

Catie Newman moved and Tito Parker seconded to retroactively approve the Executive Director signing HEAP-22-18 Amend. #2 adding \$367,533 to the contract for a total of \$703,141. Motion carried.

Return of Thunders Powwow:

Trisha Etringer is a committee volunteer for the Return of Thunders Powwow which will be held on April 23rd at West High School. A donation letter request was sent to all board members. The agency will arrange to have a booth at the event if possible.

Adjournment:

Meeting adjourned at 5:00 p.m. with a motion by Tito Parker and second by Tina Young.



Tito Parker, Board Chair
(Minutes approved 4/21/22)

RESULTS OF BOARD OFFICER ELECTION ANNOUNCED BY TITO PARKER ON MARCH 21, 2022:

Chair – Tito Parker

Vice Chair – Trisha Etringer

Treasurer – Harlan Salvatori

Secretary – Laura Garcia