

The Board of Directors of Upper Des Moines Opportunity, Inc. met at 5 p.m., Tuesday, 7/15/08, via ICN sites in Spencer and Fort Dodge.

PRESENT:

Lorna Burnside	Buena Vista
Connie Herpst	Buena Vista
Jack Ryan	Clay
Kellie Jones	Dickinson
Pam Jordan	Dickinson
Wayne West	Emmet
Doug Bailey	Hamilton
Carrie Hisler	Hamilton
Harley Hett	Humboldt
Jake Moermond	O'Brien
Barb Rohwer	O'Brien
Ron Graettinger	Palo Alto
Reverend Peg Jackson	Webster

ABSENT:

Jane McCormick	Pocahontas
Shelly Guthridge	Policy Council-Zone 1
Travis Hayenga	Policy Council-Zone 2
Karna Nelsen	Policy Council-Zone 3

STAFF PRESENT:

Ron Ludwig, Gina Lowman Hall, Travis Edwards, Connie Siebenbruner, Kristal Shirk, Laurie Ruf, Justin Jones, Nicole Jones

Board President Graettinger called the meeting to order at 5:20 p.m.

Additions/Changes to Agenda and Approval of Agenda

Introduction of Maternal/Child Health Director Kristal Shirk.

Motion: Ryan moved to approve the agenda.

Second: Burnside

Discussion: No further discussion

Action: Motion carried

Accept Resignation of Mary Green (Wright County)

Motion: Jordan

Second: Jones

Discussion: No further discussion

Action: Motion carried

Approval of 7/3/08 Board Minutes

Motion: West

Second: Rohwer

Discussion: No further discussion

Action: Motion carried

Fiscal Report – Travis Edwards

Edwards reviewed the financial report through 6/30/08. Additional information was provided regarding items that are significantly over budget or under budget year to date.

HSOG Report – Travis Edwards

Edwards reviewed the Homeless Shelter Operations Grant (HSOG) report included in the board packets. Each county and the FaDSS program receive a portion of the funds to assist clients with utilities and housing. Funds must be expended by 6/30/08.

FEMA Report – Travis Edwards

Edwards reviewed the Emergency Food and Shelter Grant Program (FEMA) report included in the board packets. Funds are used to assist clients with utilities and housing. Funds must be expended by 9/30/08.

Motion: Jones

Second: Ryan

Discussion: No further discussion

Action: Motion carried

Head Start Report – Connie Siebenbruner

Selection for school year 2008-2009 – Head Start, Early Head Start and Shared Vision programs are full for classes which begin starting mid-August. Waiting lists exist for all program sites. Parents of children ages three to four who are not income eligible for services or who are not likely to be served because of long waiting lists have been receiving Empowerment preschool scholarship information.

Statewide Voluntary Preschool Grants – Laurens, Okoboji, and Sheldon received grants. Lake Park also received the grant but Head Start does not currently provide services in the community. “Braided” funding contracts have been developed for Laurens and Sheldon. A contract with Okoboji is pending. Head Start is funded as a part-day program. “Braided” funding will allow Head Start classrooms to operate part day as Head Start and part day as district classrooms.

Staff Changes – One teacher, an assistant teacher, and a cook have resigned. Hiring is in process. The Spirit Lake School will be providing meal service for the Head Start classroom and the cook position was eliminated.

Classroom Changes – The Spirit Lake classroom has been moved from the district administration building to the Elementary School. The new addition and renovation of Demoney Elementary school is on schedule and the two Head Start classrooms will be ready early in August.

WRAP Grant – Jean Drey assisted in writing the WRAP grant for the program sites of Spencer, Sioux Rapids, Emmetsburg, Laurens, Sheldon, and Sibley. The grant has been written to provide before and after school and summer care for 124 children. The grant is competitive for the first time and has numerous requirements not previously required.

CACFP Report – Siebenbruner provided written reports for the Child and Adult Care Food Program for January – March 2008. Meal costs are \$1.40 for breakfast (an increase of 5 cents) and \$2.57 for lunch (an increase of 10 cents).

Approval of Head Start Policies and Procedures

Motion: Burnside

Second: Moermond

Discussion: No further discussion

Action: Motion carried

Approval of Head Start Work Plans

Motion: West

Second: Rohwer

Discussion: No further discussion

Action: Motion carried

FaDSS Report – Nicole Jones

FaDSS program updates were included in the board packets. N. Jones gave a verbal update on the program.

Service Intensity Project – The state is looking at increasing time spent with families and reducing the caseload of each FaDSS specialist.

Outreach Updates

Outreach updates were included in the board packets. J. Jones and L. Ruf gave an overview of events in their counties.

Approval of Audit Committee Report

Motion: Rohwer moved to approve the audit committee minutes from 5/29 and 6/18, including the recommendation to transfer accounts to Community State Bank in Spencer.

Second: Moermond

Discussion: No further discussion

Action: Motion carried

Executive Committee Report

Ratification of Executive Committee Minutes

Motion: Ryan

Second: Burnside

Discussion: No further discussion

Action: Motion carried

Executive Director Report – Ron Ludwig

Board Reorganization and Bylaws Revisions Ludwig reviewed the bylaw changes and proposed board reorganization.

Motion: Hisler moved to approve the reorganization of the board and bylaw changes.

Second: Hett

Discussion: No further discussion

Action: Motion carried

Approval of CSBG Plan - The CSBG plan approved by the audit committee was brought before the board for final review and approval. There has been one change since the initial application was prepared. There is now a five percent limit on administration for the Head Start Wrap grants, which does not cover the federally approved indirect cost rate. CSBG dollars will be used to co-fund the Wrap program. CSBG funds initially budgeted to co-fund Head Start and CDCs were decreased to accommodate this change.

Motion: Rohwer moved to approve the CSBG Plan

Second: Bailey

Discussion: No further discussion

Action: Motion carried

Approval of Lakes Empowerment/Decat Contract – There are no significant changes to this year’s contract.

Motion: Moermond

Second: Ryan

Discussion: No further discussion

Action: Motion carried

Foundation Update – Ludwig recommended that the Foundation be put on hold at the present time due to board reorganization and other issues.

Next Meeting: 9/16/08, 5 p.m., ICN sites at Iowa Lakes in Spencer and the Fort Dodge High School.

Adjournment

Motion: Rohwer

Second: Herpst

Discussion: No further discussion

Action: Motion carried

Gina Lowman Hall

Gina Lowman Hall, Recorder

Lorna Burnside, Board Secretary/Treasurer