

The Board of Directors of Upper Des Moines Opportunity, Inc. met at 5 p.m., Tuesday, 5/6/08 at Iowa Lakes Community College in Emmetsburg.

PRESENT:

Lorna Burnside	Buena Vista
Connie Herpst	Buena Vista
Pam Jordan	Dickinson
Wayne West	Emmet
Doug Bailey	Hamilton
Jake Moermond	O'Brien
Barb Rohwer	O'Brien
Ron Graettinger	Palo Alto
Shelly Guthridge	Policy Council-Zone 1
Reverend Mary Green	Wright

ABSENT:

Jack Ryan	Clay
Kellie Jones	Dickinson
Carrie Hisler	Hamilton
Harley Hett	Humboldt
Jane McCormick	Pocahontas
Travis Hayenga	Policy Council-Zone 2
Karna Nelsen	Policy Council-Zone 3
Reverend Peg Jackson	Webster

STAFF PRESENT:

Connie Siebenbruner, Justin Jones, Travis Edwards, Ron Ludwig, Gina Lowman Hall, Nicole Jones, Mike Simcho

OTHERS:

Burlin Matthews-Clay, Lana Ross-ICAA

Board President Rohwer called the meeting to order at 5:10 p.m.

Additions/Changes to Agenda and Approval of Agenda

Additions:

- Add Hartley/Melvin/Sanborn, Sioux Rapids to letter of support approval
- Add one-time grant approval for Head Start professional development

Motion: Guthridge moved to approve the agenda with the proposed additions.

Second: Moermond

Discussion: No further discussion

Action: Motion carried

Approval of 3/18/08 Minutes

Motion: Graettinger moved to approve the 3/18/08 minutes

Second: Burnside

Discussion: No further discussion

Action: Motion carried

Fiscal Report – Travis Edwards

Edwards reviewed the financial report through 3/31/08. Additional information was provided regarding items that are significantly over budget or under budget year to date.

Edwards distributed a report of all UDMO programs including those for which we are the fiscal agent. The report showed budget and funding source. In the last nine years, UDMO has increased the number of programs from 62 to 104 (an increase of 68%). The agency budget grew from \$7 million to \$11 million (an increase of 64%).

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.

Motion: Guthridge moved to approve the fiscal report.

Second: Bailey

Discussion: No further discussion

Action: Motion carried

Head Start Report – Connie Siebenbruner

Head Start and Early Head Start will be selecting children at the end of May and early June for the new school year. Recruitment efforts have been very successful and the program is anticipated to be full.

Program staff has been working with school districts for planning for their Statewide Voluntary Preschool Applications. The State is requiring districts to have a minimum of eight partners which are to meet together to develop an approach to providing preschool which best meets the needs of the communities. Head Start staff has been meeting with the following districts over the past one to two years: Okoboji, Lake Park, Terril, Laurens, Hartley, Sibley, Sheldon, and Sioux Rapids. Head Start requested Board of approval for application support letters.

Motion: Moermond moved to approve letters of support for statewide voluntary preschool applications for these districts.

Second: Green

Discussion: No further discussion

Action: Motion carried

Head Start and Early Head Start have completed their annual self-assessment. After Policy Council and Board approval, the report will be submitted to Region 7. Program staff has developed a plan for program improvement to correct or strengthen identified issues.

Motion: Jordan moved to approve the annual self assessment.

Second: Burnside

Discussion: No further discussion

Action: Motion carried

Plans are underway to move the Spirit Lake classroom, which is presently located in the district's administration building, to the elementary school. Head Start worked with the district to develop a Head Start/District Early Childhood Special Education combination program in January. The new location will allow for the two classrooms to be located next to each other for continued collaboration. DHS licensing has inspected the site and has stated the playground needs fencing along the parking lot which borders the playground.

Head Start will be applying for a Head Start One-Time grant for Training for funding assistance for teachers to complete BA degrees and for assistants to obtain Child Development Associate credentialing. Head Start is requiring 50% of teachers to have BA degrees by 2013. Combining Head Start and Statewide Voluntary Preschool programming requires Head Start teachers to be certified preschool teachers. Policy Council and Multi-County Board approval are needed for the grant.

Motion: Graettinger moved to approve the application for one-time grant funding for training.

Second: Guthridge

Discussion: No further discussion

Action: Motion carried

CACFP Report – Siebenbruner provided written reports for the Child and Adult Care Food Program for January – March 2008.

FaDSS Report-Nicole Jones

FaDSS program updates were included in the board packets. N. Jones gave a verbal update on the program. They are seeing a decrease in FIP enrollment across the state. FaDSS will receive level funding for FY09.

Outreach Updates

Outreach updates were included in the board packets. J. Jones gave an overview of events in Hamilton, Humboldt, Webster and Wright Counties.

All Cultures Equal – Former director Kathy Getting has been hired as the new Power Up YOUth coordinator; Leslie Kauffman will be taking over as the All Cultures Equal director.

Power Up YOUth – Town hall meetings were held in Hamilton County. Surveys will be sent to school districts in the near future.

Approval of Audit Committee Minutes (4/23)

Motion: Guthridge moved to approve the audit committee minutes for 4/23/08 including the recommendation regarding issuance of agency credit cards to outside agencies.

Second: Burnside

Discussion: No further discussion

Action: Motion carried

Executive Director Report – Ron Ludwig

Board Reorganization Committee – Ludwig requested board members to serve on a committee to discuss board reorganization and representation. Moermond, Guthridge, Graettinger, and Jordan volunteered to serve on the committee. Information will be sent regarding upcoming meeting dates.

Central Office Building Update – Pressure grouting was recommended and would cost \$98,500 (not including interior repairs following the work). After further discussions with the architect it was recommended that we wait to determine if the building will sink further before undertaking a project of this size.

Foundation Update – We are still working on a proposal for the board regarding the status of the UDMO Foundation. We hope to have additional information to discuss and present to the board at the July 2008 meeting.

Approval of CHI Board Members

Motion: Graettinger moved to approve Olson, Evert, Lensing and Wilkerson to the CHI Board

Second: West

Discussion: No further discussion

Action: Motion carried

Board Officer Elections

Motion: Moermond moved to nominate Doug Bailey as Vice President and Lorna Burnside as Secretary/Treasurer

Second: Graettinger

Discussion: No further discussion

Action: Motion carried

ICAA Conference – June 23 – 25, 2008 as Embassy Suites in Des Moines. Register online at www.iowacomunityaction.com.

State Auditor – Staff and board members are meeting with the state auditor on 5/7/08 to discuss their preliminary report.

Mileage Reimbursement – The agency currently reimburses mileage at 44 cents per mile. We plan to raise our reimbursement rate to the federal rate (rounded down to the nearest penny) retroactive to the previous pay period. The agency mileage rate will be readjusted accordingly as the federal rate fluctuates.

Motion: Graettinger

Second: Burnside

Discussion: No further discussion

Action: Motion carried

There are also discussions taking place regarding options to reduce driving for staff, such as reduced work weeks and flexible schedules.

Board Training – Members received board team handbooks and will receive trainings at upcoming meetings.

Next Meeting

The next meeting will be held at 5 p.m., Tuesday, July 15, 2008. ICN sites will be determined at a later date.

Adjournment

Motion: Guthridge

Second: Moermond

Discussion: No further discussion

Action: Motion carried



Gina Lowman Hall, Recorder

Lorna Burnside, Board Secretary/Treasurer