

ECONOMIC SECURITY CORPORATION OF SOUTHWEST AREA

BOARD MEETING MINUTES

December 7, 2017 Meeting

The Economic Security Corporation of Southwest Area's Board of Directors met on Thursday, December 7, 2017, at 7:30 p.m., at 302 S. Joplin Avenue, Joplin, Missouri. Henry Lopez, President, called the general session to order. The invocation was given by John Joines.

The roll call was read and those present were: Mike Davis, Henry Lopez, Jim Jackson, Jeanna McGarrah, Chester Neel, David Holloway, Doris Fast, Christopher Lee, Nikki Tappana, Randy Evans, Paula Carsel, Kevin Johnson, Cleo Crosby, Karen Buckman, Thomas Wilson, Melissa Kennon, Becky Crane, Leo Taylor-Bey, Yanet Pacheco, Chelsea Talbott, and Phillip Knott. A quorum was present. Spring Knott, Head Start Policy Council Liaison, was also present.

Board members Darius Adams and Janice Franklin were absent. New members Thomas Wilson, Melissa Kennon, and Leo Taylor-Bey were introduced and welcomed. Henry stated that Darius had called in to be excused as he would be out of town for a Commissioners' meeting, and Janice had asked to be excused because she was down with severe bronchitis.

Kevin Johnson made a motion to excuse the two absent members. This motion was seconded by Nikki Tappana and approved unanimously. Kevin also made a motion to accept the amended agenda, which was seconded by Chelsea Talbott. It was approved by all.

Old Business

There was no old business to be discussed.

Executive Director's Report

John reviewed the month for the Board. The agency staff had conducted open enrollment for insurance benefits, which went well. We held an open house for the new EHS Child Care Partnership (CCP) classroom in Noel. Four members of staff had attended a Grantee Assessment Meeting (GAM) for Head Start in Kansas City on November 15. Debbie Markman and John have been working on the Strategic Planning session. They will be providing the dates for that to the members in a few months.

The agency will have a staff pot luck on Thursday, December 21. The agency will provide the main course and drinks, and staff will bring other dishes to share. Board members are welcome to attend as well. This concluded John's report.

Head Start Policy Council Report

At the recent meeting, Henry Lopez provided the report on the November Board meeting. Jamie Kirch presented the minutes of the previous Council meeting for approval. Election of Council officers was completed and the new slate of officers was presented. Jamie was elected to serve

as President again, with Kevin West as Vice-President and Brenda Tuttle as Secretary. Leisa reported on the CCP grant, the Missouri Foundation for Health Grant, and the Schedule R report. There were handouts showing that the program has met over 90% of the goals in all five domains. Within those domains, as shown by a slide show, we have met 5 of the 7 goals, with Math being the only one below 90%. However, Math was also the goal in which the most gains had been made, which is a good predictor of future performance.

This concluded Spring Knott's Policy Council report.

Head Start Update Report

Jeff announced that we have two long term employees retiring this year. Ann Adams will be retiring December 31 after more than 38 years with the agency, and Art Monroe retired in September after more than 37 years with the agency. We will have a reception for Ann on Friday, December 15th, from 2:00 to 4:00 at ESC. The date for Art's will be announced later. Board members are invited to both.

Board Training

This second half of the annual Head Start Board Training was presented by Stormy Miller, the Special Services Coordinator, and Leisa Harnar, Director of Operations. Storm told us that under the new Performance Standards, we are required to complete Evidence Based hearing and vision screenings for the children within 45 days of their start date. Health Advantage and Lion's club have assisted with those previously, but there has not been any good system for screening those children 6 months to 3 years old. Hearing has a huge impact on the development of a child's language and interaction skills for the rest of their life.

We now use Plus Optix and Auto Acoustics exams for these screenings. Children do not have to be able to answer questions for them, and their hearing can even be tested while they are asleep. Stormy gave an example of a child in our program. Asa had suffered a 40% hearing loss but was never screened. Following his screening, he went for follow-up with a physician, who drained fluid from his inner ears. His hearing has now been corrected.

Of the children screened for hearing, 75% (58) passed. Of the remaining 25%, 9 children need to be rescreened, six are in the referral process, and 3 have seen a doctor and received treatment. For those who received a vision screening 57 passed, 8 are in the referral process, and 4 have seen a doctor and received glasses. The Lion's Club helps with providing the glasses for the children. This screening not only tells us that the child being tested needs to see a physician, but why. Zoe failed the test because she is near sighted. We were able to let the doctor know this, and she has now received glasses.

One of the Board members stated that Lens Crafters has a program to assist with providing glasses as well, and Stormy stated they will check that out. Although many of our children are on Medicaid, it does not pay for a physician to check hearing or vision during the well-child exams.

Leisa Harnar then provided a short ERSEA training. ERSEA stands for Eligibility, Recruitment, Selection, Enrollment, and Attendance. Performance Standards require that the Board of

Directors, Management, staff, and Policy Council be trained on ERSEA. The Board must approve the criteria we set for those enrolling in our programs. Members were given a handout of definitions and criteria for ERSEA. Although the major criteria are tied to low incomes, we are allowed to fill up to 10% of our enrollment slots with those over income if necessary. We are currently at 4%. A pregnant woman must also meet one of four criteria, the first option being income based, in order to be served by the program.

Stormy stressed that all participants, children and families, must be treated with dignity and respect, even when staff disagrees with their choices. We are required by law to make domestic violence disclosures, When a staff member feels there is a possibility of domestic violence disclosures during an application and while families are in the program, they can give handouts of resources. Staff are trained on how to handle such a situation.

Staff are also trained on how to handle a situation that would create a conflict of interest. There are consequences for a staff member who falsifies information for an applicant, up to and including termination. Should such a situation arise, the information will be re-verified by another staff member.

Copies of the federal poverty guidelines, eligibility verification forms, application form, and recruitment policy was included in the handout. This concluded the Board training.

Executive/Finance/Audit Committee Report

Henry Lopez, committee chair, made a motion to approve the minutes of the November Board meeting. The motion was seconded by Nikki Tappana, and approved unanimously.

Next, Henry made a motion to approve the Financial Statements for the month of October 2017 as recommended by the committee. This motion was seconded by Paula Carsel. The motion passed unanimously.

Community Relations Committee Report

Kevin Johnson reported that the committee had reviewed the information for the two proposed new appointees. He made the motion to approve David Bunch to fill the Low-Income vacancy for McDonald County, and Roseann Lowery as the Alternate for that vacancy. The motion was seconded by Chelsea Talbott and approved unanimously.

Agency Personnel and Planning Committee Report

Jim Jackson reported for this committee. He explained that the State Early Head Start Grant being applied for would be good for three years, and would be a 12% increase over the previous grant, allowing for sixty more children to be enrolled in the Head Start program. The grant application is due on December 12. Jim made the motion to approve applying for the State Early Head Start Grant in the amount of \$933,958.00. The motion was seconded by Kevin Johnson and approved unanimously.

Jim then explained that the Continuation Grant we wished to apply for is a two part grant. The first \$6.1 million would allow us to serve 550 children between 3 and 5 years of age. It is non-competitive and is due January 1, 2018. It would continue our current Head Start program.

The second part is for \$1.47 million to serve 192 pregnant women and children 0 to 3 years of age. The motion to approve applying for the HS/EHS Continuation Grant in the amount of \$7,619,930.00 was made by Jim Jackson, seconded by Becky Crane, and approved unanimously.

Program Monitoring and Evaluation Committee Report

Chelsea Talbott reported that there were no findings during the review of the Continuum of Care Rapid Re-housing Monitoring. In the letter from the reviewer, she stated that she was impressed with our success, and with the number of people we served versus the target number set.

The Rapid Rehousing and Emergency Solutions Grant is a newer program. Therefore, we do not have a lot of data to base findings on.

The Goal set for the Shelter Plus Care, Chronically Homeless, and RAP programs was 50%, which we did not meet. The goal was actually too ambitious for this type of programs. So, even though we did not meet our goal, the monitor felt it was understandable and was pleased with the outcome.

Attendance in Head Start is required to be at least 85%. Despite all of the illnesses that have been going around, we more than meet this requirement. We are well ahead of where we were predicted to be on the Child Care partnership grant implementation. This program provides slots for 78 children once we have opened all of our locations.

There was no action required for any of these items, and this concluded the agenda for the open session.

Kevin Johnson made a motion to go to closed session to discuss the possible purchase of real estate. The motion was seconded by Mike Davis. A roll call vote was called and the result was unanimous, as follows:

Henry Lopez – aye	Mike Davis – aye	Randy Evans– aye
Jim Jackson – aye	Jeanna McGarrah- aye	Chester Neel– aye
Doris Fast – aye	Karen Buckman – aye	Nikki Tappana – aye
Paula Carsel – aye	Kevin Johnson – aye	David Holloway – aye
Chelsea Talbott – aye	Chris Lee – aye	Cleo Crosby – aye
Becky Crane – aye	Yanet Pacheco – aye	Phillip Knott - aye
Thomas Wilson – aye	Melissa Kennon – aye	Leo Taylor-Bey - aye

The Board entered Closed Session at 8:15 p.m.

At 8:30, the Board returned to open session. It was announced that the next Board meeting was set for 7:30 on Thursday, January 4, 2018. Everyone was wished Happy Holidays from the agency and staff, and reminded to pick up their gift in the lobby as they were leaving. Paula Carsel made a motion, seconded by Chelsea Talbott to adjourn. The motion was approved unanimously, and the meeting adjourned at 8:30 p.m.

Announcements

The next meeting is scheduled for January 4, 2018.

Henry Lopez, President

Attest: Nikki Tappana, Secretary