

ECONOMIC SECURITY CORPORATION OF SOUTHWEST AREA

BOARD MEETING MINUTES

February 1, 2018 Meeting

The Economic Security Corporation of Southwest Area's Board of Directors met on Thursday, February 1, 2018, 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, Darieus Adams, Janice Franklin, Chester Neel, David Holloway, Doris Fast, Christopher Lee, Nikki Tappana, Paula Carsel, Kevin Johnson, Cleo Crosby, Karen Buckman, Thomas Wilson, Melissa Kennon, Becky Crane, Leo Taylor-Bey, Yanet Pacheco, Phillip Knott, and David Bunch. A quorum was present. Spring Knott, Head Start Policy Council Liaison, was also present.

Board members Jeanna McGarrah, Jim Jackson, Randy Evans and Melissa Kennon were absent. Henry informed the Board that Jeanna had called in to be excused as she had undergone open heart surgery two days prior, Randy Evans because he had an appointment in Kansas City, Jim Jackson because he was home with the flu, and Melissa Kennon because she did not have transportation.

Mike Davis made a motion to excuse the four absent members. This motion was seconded by Thomas Wilson and approved unanimously. Paula Carsel then made a motion to accept the amended agenda, which was seconded by Kevin Johnson. 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. Jeff, John, and Leisa have been looking for a property for our last site under the new grant. They toured the building at 1102-1104 S. Illinois here in Joplin, and have negotiated a lease per the vote of the Executive/Finance/Audit committee conference call. The lease is for three years with the option for another four years after that. It also includes an option to purchase although we were not able to come to terms for a purchase at this time. We now have possession of the keys and an estimate of \$22,000.00 to \$25,000.00 to get the building ready for use.

Curtis and John have been looking at vacant lots in Joplin. We have an agreement with the City of Joplin to build two new houses this year. They were pleased with one lot in particular.

Debbie Markman and John have been doing the preparation work for the next strategic plan for the agency. When ready and have scheduled a date, they will invite partners, staff, and members of the community as well as a facilitator from MOCA to participate in the planning sessions.

Debbie and John have also spent untold hours during the last two years on a project called the Joplin Bungalows. Currently they are working on what the organizational structure for the project should be. These will be homes for veterans, elderly, disabled, etc. The city will work with us on the tax consequences, which will be dictated in part on the type of organization it is, whether an LLC, a LP, etc. We do expect some complaints from organizations such as the library and public school system, as they will not like not receiving tax proceeds from the homes.

John introduced guest Heather Howell who is a Program Development Specialist with the Missouri Department of Social Services. Heather was here for a visit with Tammy Walker, for whom she is the liaison for the state. She coordinates with us on our CSBG programs.

Head Start Policy Council Report

At the recent meeting, Spring Knott reported that the Council had approved the hiring of one Teacher Aide, one Family Resource Specialist, five Early Head Start Teachers, one Health and Development Assistant, one Janitor, one Substitute, and one CCP Program Assistant. The Council voted to approve \$11 million dollars in grants, and reviewed an assessment of Southwest Missouri. All of the usual reports pertaining to the program, including attendance and food services, were also gone over and approved. Lindsey Fisher, the Health and Nutrition Manager, presented on pre-natal services and statistics. The council reviewed the By-Laws and made no recommendations for changes. The partnership formed with our Women's Health Clinic was reviewed, and the Council approved the purchase/lease of twelve new buses. This concluded Spring Knott's Policy Council report.

Head Start Update Report

Jeff updated the Board on the three grants they gave approval to apply for in November and December. We have heard back on two of them, both of which were approved and awarded by the grantor. We expect to hear on the third grant in April.

As John stated, he and Jeff have been working on obtaining the last facility needed for our CCP contract. The building on Illinois is expected to be ready for use in eight weeks. Because of the closing of the Heritage YMCA in Webb City, we have had to come up with a plan for the sixteen children we had in our classroom and childcare slots there. They will be housed temporarily in a CCP facility until the location on Illinois is ready.

A fact sheet from the ESC Head Start Early Head Start Mental Health Newsletter of Winter 2018 was distributed. This has statistics and information about domestic violence in our country, and how it affects our children. An average of twenty persons per minute are abused by their partner in our country. The incidence in our four counties is higher. One of fifteen children in the US will be exposed to this violence each year. Some of them are injured physically, some by observation of the violence. There are five sections in this handout, and members were encouraged to read them all. It provides an excellent resource for our staff.

Our staff are mandated reporters for suspected abuse. However, we can only report. We have no hand in the investigation or in the decision as to whether children remain or are returned to the parent(s). Statistics for our counties show that we have higher crime rates, lower incomes,

higher drug abuse, higher teenage pregnancy rates, and higher numbers of women under twenty years of age with multiple children. These are all contributing factors in domestic violence.

Jeff found out last week that he has to do a revision to his budget to account for the lease/purchase of the buses. Before he can proceed any further he must submit the revision as well as the Board minutes showing the Board has approved doing this. He will want to submit these two items as soon as possible so as to proceed with the acquisition of the new buses.

We are starting parent/teacher conferences next week. This is an important time, wherein both parents and teachers can become informed and updated.

Board Training

The Board Training this month focused on the Community Development Department. Tammy Walker, Director, started by explaining that her department operates too many programs to go into any depth on them in the time allotted for this training. As well as the LIHEAP and ECIP programs for utility assistance, we also do programs for single women with children, victims of domestic violence, Transitional Housing, case management, working with the homeless, etc.

Tammy shared a success story re one of our clients in this department. She was a single mom, had left a domestic violence situation and was in our Transitional Housing program and working with one of our case managers for two years. During that time she attended school to become a nurse. Since then, she has graduated with her nursing degree, moved to a new home, is out of poverty and does receive assistance from any of the public assistance programs. She makes a GOOD living and provides for herself and her children.

This is a great example of the goals of not just the CD department, but of our agency as a whole.

Executive/Finance/Audit Committee Report

Henry reported for this committee and made a motion to approve the minutes of the January 4th Board meeting and the January 12th meeting of the Executive/Finance/Audit Committee by conference call. The motion was seconded by Nikki Tappana. There were two topics discussed and voted on in the conference call. The first was the purchase/lease of the new buses. The second was to approve John's negotiations for the property on Illinos. The motion was approved unanimously.

Henry explained that since the Board's approval a year or so ago, the Financial Reports presented for approval at each meeting are actually from two months prior, not the last month prior. However, the credit card statements included in these reports are from the previous month. Starting with the reports given to the Board at the March meeting, these statements will also be from the second to last month, so matching with the Financial Reports.

Next Henry made a motion to approve the Financial Statements for the month of December 2017 as recommended by the committee. This motion was seconded by Kevin Johnson and passed unanimously.

Community Relations Committee Report

Kevin Johnson reported for this committee. The committee recommended the approval of Bethanie Knoll as the Low-Income Representative to the Board for Newton County, with Kate Barcellos to serve as the alternate. He made the motion, it was seconded by Nikki Tappana and was approved unanimously.

Agency Personnel and Planning Committee Report

There were no items for this committee.

Program Monitoring and Evaluation Committee Report

Yanet Pacheco reported that Jeff had explained the plan to purchase nine new buses, and lease three more. These buses would be obtained through Transpar. This had already been approved during the conference call on January 12th. However, he has since found out that he has to submit a revision to his budget to the Office of Head Start to include this item. Darieus Adams made a motion to approve Jeff's submitting the budget revision to add \$580,458.00 for the purchase of nine buses and the lease of three more. The motion was seconded by Kevin Johnson. Jeff also explained that we would like to get on a schedule to rotate buses out of the program every ten years, or so many miles, and this would be the start of the new procedure. The motion was approved unanimously.

Tammy Walker reviewed the CSBG/LIHEAP Monitoring Report. Overall, the report was good, with many citings wherein we received positive results. However, there were four findings. We were given sixty days to submit our plan to correct these findings, and Tammy was able to do so within thirty days, so very timely. We have already instituted the necessary changes for this plan.

Tammy also went over the monitoring reports and their results for the Rental Assistance and the Operating Support and Emergency Solutions grants. There were no findings on these reports. No action was required on these last two items, as they were reviews.

Jeff went over the Head Start data provided. Despite the rampant illness the last two months, we have maintained 85% attendance at our sites. Some of our partner sites have dropped below that number, but they are still in the process of learning and adjusting to the requirements of the program. There was one Home Visitor in our program who dropped quite low in the number of home visits. There are events planned for next week and in March with the goal of increasing our Newton County waiting list for the programs. This item was for review only, so no action was required to be taken by the Board.

Paula Carsel made a motion to go into closed session to discuss a personnel issue. The motion was seconded by Janice Franklin, and the roll call vote was as follows:

Mike Davis – aye
Janice Franklin – aye
Doris Fast – aye
Paula Carsel – aye
Karen Buckman – aye

Henry Lopez – aye
Chester Neel – aye
Christopher Lee – aye
Kevin Johnson – aye
Thomas Wilson – aye

Darieus Adams – aye
David Holloway – aye
Nikki Tappana – aye
Cleo Crosby – aye
Becky Crane – aye

Leo Taylor-Bey – aye
David Bunch – aye

Yanet Pacheco – aye

Phillip Knott – aye

The Board entered closed session at 7:30, and returned to open session at 8:40. Henry reported that no action was taken during the closed session.

Announcements

The next meeting is scheduled for March 1, 2018.

Meeting adjourned at 8:40 P.M.

Henry Lopez, President

Attest: Nikki Tappana, Secretary