

**FACT Empowerment Board**  
**Minutes**  
**Wednesday May 28, 2008**  
**4:00**  
**Greenfield Library Meeting Room**  
**Greenfield, Iowa 50849**

**Attendance**

Board members present, Cindy Moss, Clifford Sheriff, Maureen Lonsdale, Mike Cass, Wilma Perrin Naber, Jane Shantz, Diane McCall and Jane Ernst. Board member not present, Catherine Howe.

Others present, Debra Schrader and Tracey Mavis.

Vice chairman Jane Shantz convened the meeting at 4:05

**Determination of Quorum**

FACT Empowerment board has 11 board positions, with 9 currently filled and 8 members were present representing quorum.

**Agenda**

Mike moved to approve the agenda. Clifford seconded. Motion carried.

**Minutes**

Mike moved to approve the April 23, 2008 minutes. Wilma second. Motion carried.

**Announcements**

Deb disseminated the 3<sup>rd</sup> quarter provider reports; acronyms definitions; and funding definition sheet.

**Conflict of interest**

Wilma and Deb explained the conflict of interest and board members completed the conflict of interest forms. The board used self monitoring regarding conflict of interest. Conflict of interest is recorded as follows:

Jane Ernst – Greats Starts, Buckle Up Right; Early Childhood Education projects

Jane Shantz – none

Cindy Moss – former employee of Orient Macksburg Schools

Diane McCall – Growing Strong Families; preschool scholarship; Buckle Up Right

Clifford Sheriff – None

Maureen Lonsdale – Growing Strong Families; Early Childhood Education projects

Wilma Perrin Naber – None

Mike Cass- Board of Trustee member for Adair County Hospital

Catherine Howe - None

**Member Application**

Maureen moved to accept Kendalyn Huff's board member application for the human service position. Jane seconded. Motion carried.

Deb Schrader noted there is a faith position open on the board.

**Professional Development Collaboration**

Maureen updated the board regarding professional development for preschools and child care centers.

**Hosting of State Empowerment Board**

Deb updated the board regarding the collaborative effort between Union and Adair County and that the cost to host the state empowerment board was \$582.04. The event was a great success and the state appreciated hearing of the quality efforts the area has been concentrating on as well a parent testimonials and board member operations.

**Voluntary 4 Year Old Preschool**

Grant applications were submitted for West Central Valley School District, Orient-Macksburg School District and Nodaway Valley School district. Award notices will be received on June 9<sup>th</sup>.

**Payment Vouchers**

Clifford moved to approve the payment vouchers for April. Mike seconded. Motion carried.

March vouchers are as follows;

Payment vouchers were reviewed by the finance committee prior to the meeting. Mike moved to approve April 2008 vouchers. The following vouchers were presented for April services, Adair County Home Care for Great Starts \$1,183.72, Debra Schrader for service coordination \$1,461.50, and Adair County Home Care for Buckle Up Right \$1,547.75, Adair County Extension for Early Childhood Education \$7,349.58, Adair County Extension for Growing Strong Families \$6,747.95, South Central Youth and Family Services for Family Rewards \$3,322.12, Board expense for \$302.04, and Matura for child care provider project \$2,119.49 for a grand total of \$24,034.15.

### **Recommendations for 2009 Funding**

Deb updated the board that they will receive \$5,699 in early childhood funding and \$173,389 in school ready funding for FY2009 and there will be approximately \$24,500 in carryover.

Wilma provided information as to how the applications were reviewed. Projects were scored as well as prioritized as high, medium, and low priorities according to the community plan. Additionally, the Program and Service committee met twice to make recommendations. The "At a Glance" from the community plan was disseminated and was used as a guide in recommendations.

#### *Great Starts*

Wilma moved to allocate \$10,971 to Adair County Home Care for the Great Starts program. Clifford seconded. Motion carried. Mike and Jane Ernst abstained.

#### *Early Childhood Education*

Wilma moved to allocate \$2,500 for the nurse consultant, \$22,826.05 to the enhancement efforts and approximately \$48,289 for tuition and other supportive services to Adair County Extension for the Early Childhood Education project. Mike seconded. Motion carried. Jane Ernst and Diane abstained.

#### *Growing Strong Families*

Wilma moved to allocate \$57,585 to Adair County Extension for the Growing Strong Families service. Jane Ernst seconded. Motion carried. Diane abstained.

#### *Family Rewards*

Wilma moved to allocate \$29,706 to South Central Youth and Family Services for Family Rewards. Jane Ernst seconded. Motion carried. Diane abstained. It was noted that fixed costs associated with Family Rewards is for two services in one location.

#### *Child Care Quality*

Wilma moved to allocate \$5,649 to Matura/Child Care Resource and Referral for the child care quality project. Diane seconded. Motion carried.

#### *Board Administration*

Wilma moved to allocate \$20,675 to Debra Schrader for board and service coordination and \$5,683.40 to board administration costs. Clifford seconded. Motion carried.

#### *Buckle Up Right and Basic Needs*

Wilma moved to not fund the Buckle Up Right and Basic Needs project. Clifford seconded. Motion carried. Diane, Jane Ernst, and Mike abstained. Jane Ernst noted that Adair County Home Care will float staff time to do car seat checks during the FY2009 until the car seats have all be utilized.

#### *Request for Proposal Feedback*

It is noted that all decisions are based off of estimated carryover as well as state approval of the budget.

The board thanked the Program and Service Committee for the time and efforts for the work in reviewing the applications and making recommendations and felt time was more effectively utilized in this manner.

### **Empowerment 101**

Sections of the Iowa code were reviewed.

### **Next meeting**

Clifford move to adjourn the meeting at 5:00. Mike seconded. Motion carried. Next meeting is June 25, 2008 at 4:00.

Respectfully submitted by Debra Schrader, Empowerment Director