CKLECC Council and Board of Director Meeting Minutes

MINUTES DECEMBER 4, 2023 1:00 PM – 3:00 PM IN PERSON/VIRTUAL MEETING

MEETING CALLED BY	Dennis Pearson, Chair
TYPE OF MEETING	Monthly CKLECC Council & Board of Directors Meeting
FACILITATOR	Dennis Pearson, Chair
MINUTE TAKER	Lora White, CKLECC Administrative Assistant
ATTENDEES	In Person: Dennis Pearson (Board Chair/DSS); Julie Witt (Council Coordinator); Haley Leonard (Financial Manager); Heather Randolph (Baby Bear Hugs); Cindy Ferree (Limon Child Development Center); Wendy Martinez (Limon Child Development Center); Candace Chamberlain (CKLECC FFN/Fun Tote & Child Care Coordinator); Lora White (Council Administrative Assistant) Zoom: Lisa Thomas (About F.A.C.E.); Sharon Mauch (Family Advocate Kiowa County Collaborative Management); Kara Downing (Cornerstone Resource Center); Autumn Pelton (Cheyenne County Communities that Care); Nancy Gonzalez (Country Living Learning Center); Amber Ellis (Parent/Treasurer); Shannon Harrell (Centennial Mental Health); Kathleen Bither (Kiowa County DSS); Carole Spady (Quality Improvement Coach); Autumn Lorenson (LCDC); Kailey Meardon (Valley Wide Health Group); Amy Dulin (Centennial Mental Health); Vicki Folkerts (Early Intervention-Eastern Colorado Services); Courtney Neuhold (Prowers and Kiowa Public Health Planner); Jess Buller (Plainview School); Ryan Wollert (Prowers County Public health); Dr. Tracie Trinidad (Colorado Kids Count); Hunter Nelson (Colorado Kids Count) Absent Board Members: Luci Reimer (Secretary/ Limon Memorial Library)

COLORADO CHILDREN'S CAMPAIGN — TRACIE TRINIDAD AND HUNTER NELSON

KIDS COUNT PRESENTATION	Colorado Children's Campaign Senior Policy Analyst, Hunter Nelson, and Research Director, Dr. Tracie Trinidad gave a presentation about the most recent results of the Colorado Children's Campaign Kids COUNT in Colorado Report. Colorado Children's Campaign is a nonprofit, nonpartisan policy, and advocacy organization. The Kids COUNT in Colorado project tracks child well-being at the state and county levels. The report included data about Youth Mental Health, Family Economic Prosperity, Child and Family Health, Youth Success and Early Childhood Learning and Development. The presentation gave valuable information about the status of children and families in Colorado and our rural counties specifically. Julie will share the presentation via email to council partners.

AGENDA TOPICS

****MEETING MINUTES FOR THE NOVEMBER MEETING WERE MOTIONED TO BE APPROVED BY HEATHER WITH A SECOND BY SHANNON. THE BOARD APPROVED.**

LOCAL COMMUNITY ORGANIZATON (LCO)/UNIVERSAL PRESCHOOL (UPK) UPDATES — JULIE WITT

DISCUSSION	Julie reported that the 3-year-old lump sum payments should have gone out to providers last Wednesday. One school has reported that they have received it. The monthly update meetings on the 1st Wednesday of each month at noon are still being offered by CKLECC to support UPK providers. Julie was notified by the state that some students may be in the wrong program based upon age and that a list will be sent out soon to each program. Enrollments have been very slow but there have been some problems in figuring out what to do about students entering new IEP's during this school year. There is LCO training to be offered the week of Dec. 18th on how to support providers that are newly registering for UPK. There is also an LCO training planned for Jan. 1 or 8 for year two kickoff. Finally, CKLECC will be sending out a survey regarding our performance as an LCO.

MINUTES COORDINATOR REPORT — JULIE WITT

DISCUSSION	Julie reported that the first Lincoln county diaper bank on Nov. 20th was successful. 1,400 of the 1,500 diapers ordered were distributed. We served 21 families and 36 kids in total. There are 30 families pre-registered (47 kids) for the Dec. 18th distribution day which is scheduled from 10:00-3:00. We have doubled our orders from November and are offering pre-registration on our website. We are working on a location in

	Cheyenne Wells with the help of Autumn Pelton and will offer pre-registration for Cheyenne County as soon as the details are figured out. Haley and Candie will manage that distribution day. Luci shared information about her library programs at the November date and we plan to have Heather share information about BBH as well as Candie about the FFN program at future pick up days. Finally, the extra diapers that were ordered will all be distributed on a first come first served basis. Also reported was that the work for the E&E Grant awarded to Kayla Buchanan for a capital improvement project is complete. She was able to install a sliding door and a covered patio area for her outdoor play area in her in home childcare. Julie shared before and after pictures of the project to the group. The photo contest for the calendar and the mural is going well. We met with Audrey from Some Girls and a Mural, and they put together a mood board for us to share. One of their main ideas is a 3-D design. Haley determined that we could use a good portion of the advertising budget towards the mural in Cheyenne county for about $3,000 total. Haley mentioned that we could do a budget amendment for more funding and that the building owned by Ace Hardware in Cheyenne Wells is still available for the mural location. Julie reports that the Christmas gift books are ready to be distributed to all the programs before everyone is out for the holiday break, except for LCDC since they received books at Trick or Treat Street. Haley will also be distributing Christmas themed books at the Tumble Weed Christmas in Cheyenne Wells as well as information about the mural and how to donate. The provider appreciation paint and sip night had 15 people in attendance. 11 were providers from various locations. Food, drinks, painting, and door prizes were included in the event. Other updates include that the diaper bank pre-registration is on the website and soon there will be surveys for each county for infant and toddler care needs. Also, there was an article in Colorado Country Life Magazine about the Share the Spirit Shoe Event held at LCDC last spring. Dates for this coming spring are in the works. Finally, the revisions to the Strategic Plan (including a new UPK section) are nearly done and will be shared with everyone to look at so final revisions can be made at the January meeting.

MINUTES	QUALITY IMPROVEMENT COACH	CAROLE SPADY
DISCUSSION	Carole reports that visits have been going well. She hopes to see each provider before Christmas. She is also scheduled to visit the in-home provider participating in CSQI.	

MINUTES	FFN & FUN TOTE PROGRAM REPORT	CANDACE CHAMBERLAIN
DISCUSSION	Candie shared that she has 9 FFN providers and 10 fun totes distributed in Lincoln County. There is one opening for a 2-year-old in Kit Carson at the home provider. There are 36 children enrolled in the Dolly Parton Reading program in Cheyenne County.	

MINUTES	COUNCIL MEMBER UPDATES	COUNCIL MEMBERS
DISCUSSION	Lora reported that the Limon Infant and Toddler Committee is a group of motivated individuals that met before Thanksgiving and will be meeting again on the 11th. They have been following up on the building options, reaching out to community partners, taking steps towards obtaining an EIN number and their 501.c.3 status, and seeking funding options. Julie reported there has been some miscommunication in the community about the goals of the group so the meeting on the 11th will involve some time to clarify the information they are putting out in the community. Heather shared that Baby Bear Hugs is selling raffle tickets to be entered to win $1,000. Nancy mentioned that families of her students told her that the diapers from the diaper bank run slightly small so it might be good to recommend families size up one.	

MINUTES	FINANCIALS/ EXPENDITURES/ NOVEMBER CHECK APPROVALS	HALEY LEONARD
DISCUSSION	Haley provided the Check Detail Report for November. Checks included – QuickBooks Payroll Service, EFTPS, Imagination Library, Century Link, Payroll, Lakeshore, Discount School Supply and one directly to Kayla Buchanan for the E&E Grant, Milage expenses, First National Bank credit cards, United States Liability Insurance, Evergreen Technology Systems, Kimberly Harreld for training, SMH Publications, Cheyenne Wells Grocery – food program, Osbornes – food program, Stop 'n' Shop- food program, Stop 'n' Shop – rent, Katie's Korner – food program. Dennis asked if the insurance expense was for the entire year. Haley responded yes. Monthly expenditures by funding source were as follows: Buell $185, CCRR $499, CSQI $3,601, LCO/UPK $2,605, E&E $319, FHCN $512, GAE $108, SB $3,722 totaling $12,056.51. The Deposit Detail Report showed 3 deposits: E&E $266.15, FCCH $397.45, and Systems Building $4,587.13. The Balance Sheet for Nov. reflected a balance of $56,488.07. The Balance Sheet for Oct. has a balance of $66,879.85. The Expenditure Spreadsheet showing funding left by source showed ECSB $31,743.01, CSQI $47,031.61, CCR&R $6,268.01, FCCH Nav. $7,030.88, Buell $18,887.37, LCDHS $17,702.20, E&E $24,691.10, LCO $28,977.88 for a total funds left amount of $185,242.71. Cindy asked if any of the remaining funds needed to be spent by January. Haley said most funds needed to be spent by the end of our fiscal year in June. Cindy made a motion to approve the financials for November, Heather seconded the motion and the board approved.	

MINUTES	FUTURE MEETING	COUNCIL MEMBERS
DISCUSSION	The next council and board meeting is scheduled for January 8th at 1:00 p.m. (due to the first Monday being January 1st)	

SECRETARY APPROVAL SIGNATURE:	**DATE:**	

Commonly Used Acronyms:

General Accounting Encumbrance (GAE); Quality Improvement (QI); Local Coordinating Organization (LCO); Universal Preschool (UPK); Child Care Resource and Referral (CCR&R); Colorado Shines Quality Improvement (CSQI); Expanding and Emerging Grant (E&E); Family Child Care Home Navigator (FCCHN); Country Living Learning Center (CLLC); Limon Child Development Center (LCDC); Lincoln County Department of Human Services (LCDHS)