CKLECC Council and Board of Director Annual Meeting Minutes

MINUTES MAY 6, 2024 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	Julie Witt, CKLECC Coordinator
ATTENDEES	In Person: Dennis Pearson (Board Chair/Director Kiowa County DHS); Julie Witt (Council Coordinator); Haley Leonard (Financial Manager); Luci Reimer (Secretary/ Limon Memorial Library); Candace Chamberlain (Fun Tote & FFN Program); Nancy Gonzalez (Vice Chair/Country Living Learning Center) Zoom: Kathleen Bither (Kiowa County DSS); Lisa Thomas (About F.A.C.E.); Sharon Mauch (Family Advocate Kiowa County Collaborative Management); Carole Spady (Quality Improvement Coach); Robbin Schincke (Morgan Community College); Kailey Meardon (Valley Wide Health); Kandie Seymour (Early Intervention); Heather Randolph (Baby Bear Hugs) Absent Board Members: Amber Ellis (Parent); Cindy Ferree (Limon Child Development Center); Kara Downing (Cornerstone Resource Center; Shannon Harrell (Centennial Mental Health)

AGENDA TOPICS

MINUTES	APRIL MEETING MINUTES	JULIE WITT
	****Meeting minutes for the April meeting were motioned to be approved by Nancy with a second by Robbin. The board approved.**	

	LOCAL COMMUNITY ORGANIZATON (LCO)/UNIVERSAL PRESCHOOL (UPK) UPDATES	JULIE WITT
DISCUSSION	Julie reported that the first matching run for 24/25 UPK applications has happened. Families are in the process of accepting matches. Our region had 5-6 new applications this round. Juile anticipates this number to increase throughout the summer. The next round of applications will be in July. Beginning in August, direct enrollment will begin. There will no longer be matching cycles happening after July. CDEC is currently offering a one-time incentive opportunity in Spring 2024 for Universal Preschool providers to join the Colorado Child Care Assistance Program (CCCAP). Providers entering a new CCCAP fiscal agreement with a county between January 1st and June 15th 2024 will be eligible to receive the $2000 incentive bonus. CDEC is requesting sample policies/processes for screening and referrals to add the Quality Resource Bank. The final regular payment for the 23/24 school year will be made to providers on May 15th. Final reconciliation and CPP historic allocation payments will be processed no later than June 30th. Julie shared that CDEC approved the continuation of the Genoa-Hugo School District and County Living Learning Center partnership. Both programs will work together to offer the availability of a minimum of 15 hours of Universal Preschool hours in Hugo.	

MINUTES	COORDINATOR REPORT	JULIE WITT
DISCUSSION	Julie shared that the Share the Spirit Foundation event with Eagles Nest Preschool went well. It was held on April 10th. All the children went home with a new pair of shoes and resource bag. The CKLECC Annual Training Day was held on April 27th. There were 13 participants, including one participant from Elbert County. Provider Appreciation Week is May 6th-10th. CKLECC staff will be delivering provider appreciation gifts to all licensed homes, programs, and preschool programs. The Safe Sitter Class has been scheduled in June both in Limon and Eads. The Eads class will happen on June 4th. The Limon class was originally scheduled for June 5th but is being changed to June 7th. Carole will be doing a Family Home Child Care Pre-Licensing class on May 9th and 10th in Limon. Currently, there are two participants from Hugo signed up and one participant from Elbert County. Julie reported that on April 5th she provided a presentation to Limon Child Development Center on the history of councils and what supports CKLECC has available to them. Lora and Julie had an information booth at the Limon High School career fair. They spoke to four groups of students on early childhood careers, education, and ECE scholarship information.	

MINUTES	CKLECC Assistant Report	JULIE WITT
DISCUSSION	Lora was not in attendance, so Julie shared her report out. The April Diaper Bank served 8 families and 10 kids in Cheyenne County and 37 families and 60 kids in Lincoln County. The Sheet Gurus texting service worked well for sending reminders to families about pickup times. The total cost for the month of April was $22.44. The service is $8/month and $.04/message. Country Living Learning Center (CLLC) has had to close two classrooms (infants and jr. preschool) and unenroll four children due to staffing shortages. CLLC will be focusing on staff onboarding, training, and retention this summer as well as making some changes to the curriculum and procedures. CLLC met with the Lincoln County Commissioners on April 29th about the Design Lab and Employer Based Child Care Grant. The county expressed concerns of being liable to repay the up to $800,000 grant amount if the center were to close within 5 years of receiving the grant. The county will decide on whether to apply for the grant at their May 7th meeting. The commissioners are also discussing other ways the county can support the capital project or the recruitment and retention of staff aside from applying for the Employer Based Grant.	

MINUTES	QUALITY IMPROVEMENT COACH	CAROLE SPADY
DISCUSSION	Carole reported that she has been busy working with all participating programs on their quality improvement spending orders. She will be teaching the 15-hour home child care pre-licensing course on May 9th and 10th in Limon. She also attended training at Limon Child Development Center on nature-based play. Carole will be attending the state ECCLA Meeting this month so Julie can watch her daughter compete at state track.	

MINUTES	FUN TOTE AND FFN PROGRAM	CANDIE CHAMBERLAIN
DISCUSSION	Candie reported that she distributed nine FFN bags this month, but she will be losing six over the summer due to moving or kids going onto kindergarten. Candie will be working with Julie and Lora on FFN recruitment ideas and using the new curriculum for the bags over the summer. Candie also shared that she delivered resource bags to all the preschools who did not have a shoe event so that all families in our region were receiving the same information. Candie reported that there are currently no openings with our home providers.	

MINUTES	CHILD CARE UPDATES – FFN NETWORK/REGIONAL MEETING	COUNCIL MEMBERS
Discussion	Julie shared that shortage of infant/toddler providers and lack of staff seems to be an increasing problem. The lack of qualified staff or individuals wanting to get licensed to provide home child care is extremely low or non-existent. Julie and Lora are looking into the possibility of partnering with EPIC, who is managing the Design Lab for Lincoln County for the Employer Based Child Care Grant, to host a regional community child care task force meeting. They are hoping to get this scheduled in late June to bring attention to the continued struggles regarding the ECE workforce and child care options. Julie also shared that the Limon Infant/Toddler group is officially a working non-profit and continues to meet monthly. The next meeting is scheduled for Tuesday, May 28th. Julie also shared that CKLECC staff have been discussing the possibility of creating an FFN Network that would allow participating providers to share their availability to provide care to families in our region online. They discussed the idea with Charles Ruda, the CKLECC regional CDEC QRIS specialist. He agreed that our region is in crisis mode. He believes we could create some sort of network if training requirements were included as CKLECC should still promote licensing. He suggested requiring all FFN network participants to take the 15-hour pre-licensing training before being allowed to participate. Discussions and ideas on this topic will continue to be had.	

MINUTES	COUNCIL UPDATES	JULIE WITT
Discussion	Luci shared that Summer Reading in Limon will be held at the Community Building this summer on Tuesday and Thursday morning. The theme will be Christmas Around the World. Unfortunately, the lunch program fell through and will not be happening this summer.	

MINUTES	Financials/Expenditures/Checks – April	HALEY LEONARD
Discussion	Haley provided the Check Detail Report for April. Checks included – payroll, liabilities, Imagination Library, CenturyLink, Stop n Shop – rent and utilities, Kodo Kids, Some Girls and a Mural, Quill, mileage, food program stipends, rent, 4Imprint, credit cards, and Lakeshore Learning. Monthly expenditures by funding source were as follows: CCRR $778, CSQI $8,395, E&E $1603, FHCN $1,344, GAE $805, LCDHS $718, LCO $4,491, SB $4,998 totaling $23,135. The Deposit Detail Report showed a deposit of $22,300 for E&E Capital GAE reimbursement.	

	The Balance Sheet for March reflected a balance of $44,327. The April Balance Sheet reflected a balance of $43,710. Dennis asked if Haley felt like we were in a good place to spend down. Haley shared that she believes we are in a good place, and we are at a much better point at this time of year than last year. She does not have any concerns currently. *****Luci made a motion to approve the financials for April, Nancy seconded the motion and the board approved.**

MINUTES	Luci Reimer Board Resignation	JULIE WITT
Discussion	Julie shared with the group that Luci will be submitting her board resignation at the annual board meeting in June. She will be retiring and moving to Louisiana with her family. Refreshments will be planned after the Annual Council and Board Meeting in June to celebrate her time with CKLECC.	

MINUTES	FUTURE MEETING	COUNCIL MEMBERS
DISCUSSION	The next council meeting will be the Annual Council/Board Meeting. It will be held on Monday, June 3rd at 1:00 p.m. The Board of Directors will be participating in a retreat prior to the meeting beginning at 10:00 a.m.	

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); Country Living Learning Center (LCDC)