Cheyenne, Kiowa, Lincoln County Early Childhood Council

Council and Board of Directors Meeting Minutes

July 1, 2024 / 1:10 PM

CKLECC Council and Board Meeting

ATTENDEES:

In-Person: Dennis Pearson (Board Chair/Director Kiowa County DHS); Julie Witt (Council Coordinator); Lora White (CKLECC Admin. Assistant); Nancy Gonzalez (Country Living Learning Center); Heather Randolph (Baby Bear Hugs); Candace Chamberlain (CKLECC FFN/Fun Tote & Childcare Coordinator); Carole Spady (Quality Improvement Coach)

Zoom: Haley Leonard (Financial Manager); Lisa Thomas (About F.A.C.E.); Shannon Harrell (Centennial Mental Health); Sharon Mauch (Family Advocate Kiowa County Collaborative Management); Amber Ellis (Parent/Treasurer); Kailey Meardon (Valley Wide Health Group); Tyann Conley (Safe Care Colorado); Kandi Seymour (ECSDD Service Coordinator)

Absent Board Members: Robbin Schincke (Morgan Community College); Cindy Ferree (Director LCDC); Kathleen Bither (Kiowa County DSS); Autumn Pelton (Cheyenne County Communities that Care)

MEETING CALLED BY:

Dennis Pearson (Board Chair/ Director Kiowa County DHS)

COUNCIL MEMBER AGENDA

June Meeting Minutes- Dennis Pearson

- Nancy motioned to approve and Heather seconded. The motion carried.

LCO/UPK Updates- Julie Witt

- Julie shared that UPK has been slow since it is summer. She shared that there have been updates to the provider handbook and she'll be sending the link to providers soon.

- 7/5-7/8 is the last round of matching. During 7/8-7/22 providers will need to review matches and declines. Families will be able to accept or decline matches between 7/22 - 8/1. After 8/1 it will be direct enrollment only.
- Julie does want to follow up on what it looks like for families that enroll online from 7/5-8/1. She isn't sure of that enrollment process at this time.
- Julie will not hold a regional call this month as she will be out on vacation.
- The annual TA visit with CDEC to review goals was held. Both Julie and Carole participated. Overall, it went well.
- We are still waiting on the update to CLLC's license for the partnership with Genoa-Hugo School district to continue the UPK partnership but Julie does not foresee that being a hold up.
- The UPK system should have dates fixed for the districts that have different cut off dates so that will make correct enrollment easier.
- Carole asked if the August payment will not cover those families that wait until after 8/1 to enroll. Julie thought it would probably just be back paid in September; however, she will see further clarification.

Coordinator Report- Julie Witt

- Babysitter Classes

- Julie shared that the classes held in Limon and Eads at the beginning of June were successful
- Candie shared that there were 4 enrolled in Eads and 9 in Limon
- Julie reported that we served a wide range of ages and locations and that the students were engaged and enjoyed practicing diapering on the dolls donated by Kiowa County DHS.

- Mural in Cheyenne Wells
  - The owner of the building is so pleased with the mural that he is planning on putting concrete down underneath so we will not be doing the rock as planned. CKLECC purchased a bench through the store owners and will be looking at having a local FFA group make a plaque for it.
- Spend Down
  - Haley is essentially done with spenddown. It went very well.
  - First Aid and CPR course
  - This was held last Saturday and there were four providers in attendance.
- Project Include
  - CKLECC has the kits in the office. They are available for anyone who wants to register and complete the PDIS training required to check them out.
- Diaper Bank
  - Lora reported that the numbers have remained consistent and that Lincoln County served 42 families and Cheyenne County served 8 families last month for a total of 75 children.

Quality Improvement- Carole Spady

- Carole shared that she has used up all of her coaching hours for last fiscal year and is ready to start her new hours as of today, 7/1. She went to a conference in Denver and completed an online course as well. She did have a provider apply for a level 3 rating.There is a short one month turnaround to complete the assessment and required paperwork before the rating visit. Carole is hopeful

Kayla Buchanan, a home provider, will be our first provider to achieve a level 3 or higher Colorado Shines rating.

FFN- Candie Chamberlain

- Candie shared that she has been working on getting the new totes ready and is trying to get new providers signed up.
- Julie stated that we are working to brainstorm ways to recruit new providers and to get information to FFN providers about becoming licensed.
- Tyann asked if she could share information about her program's offerings in Candie's FFN bags. Julie mentioned we could also share them in the diaper bank bags. Tyann will email them to Haley for the Cheyenne Wells Diaper Bank.

Child Care Updates- Julie Witt

- Child Care Task Force
    - The initial meeting for Key Community Partners was held on 6/26 in collaboration with Alethea Gomez with Executives Partnering In Children (EPIC) who shared statewide data on child care effects on the workforce. ○ CKLECC was able to share local data from our surveys.
    - Julie reports that it was successful with attendance from local officials, school districts, economic development and large employers.
    - There was representation from all 3 counties and most wanted to continue with the discussions at the next meeting.
    - We will share the presentation and upcoming dates with the council.
    - Some ideas that came up were to try to gain qualified staff/subs by reaching out to the older generations and to add a child care center to the new community building in Limon.
- Head start
    - Cindy had shared at the task force meeting that they have applied for Early Head Start and will find out in July if they receive the grant
- Little Badger Learning Center

- This group is on hold until August while everyone is busy and Head Start waits to hear on their Early Head Start Grant

- Country Living Learning Center
  - Nancy shared that she did receive an application from a fully qualified teacher and the group is continuing to work on grants.
- Other
  - Julie shared that there is a new in-home provider in Hugo waiting on the final step of passing her inspection to be officially licensed.

Council Member Updates

- Baby Bear Hugs- Heather shared that she is serving as the coordinator now and is stepping down from the parenting educator position. BBH will be advertising and looking for a replacement for her at the end of this month.

BOARD MEETING AGENDA.

Financials- Haley Leonard

- Haley provided the Check Detail Report for June. Checks included – QuickBooks Payroll Service, Imagination Library, CenturyLink, Payroll for all staff, Gary & Patty Davis, Kaplan, Play with a Purpose, , Kayla Buzzard, Lakeshore, Eagles Nest Preschool, Discount School Supply, Baby Bear Hugs, First Book, Quill.com, 4 Imprint, Office Works, Mileage expenses, School Specialty, Cheyenne Wells Lumber, CPR by Medics, First National Bank credit cards, Cheyenne Wells Grocery – food program, Osbornes – food program, Stop 'n' Shop- food program, Stop 'n' Shop – rent and utilities, Katie's Korner – food program, and Kit Carson Mini Mart- food program
- Monthly expenditures by funding source were as follows: BUELL $600.00, CCRR $964.52, CSQI $11,584.96, E&E $0.00, FHCN $2,222.84, GAE CO Shines $5,405.75, LCO/UPK $5,803.92, LCDHS $454.14, SB $3,732.80, totaling $30,314.79.
- The Deposit Detail Report showed 4 deposits: LCDHS- $1,172.94, Systems Building- $7,159.08, (CSQI- $8,515.84, CCR&R- $668.31, FCCHN- $982.66)

for a total deposit from the State of $10,166.81, and Arapahoe County for providing a training to one of their providers from $40.00

- The Balance Sheet showed $31,235.15 for June and $43,059.26 for May

. ● The Expenditure Spreadsheet showing funding left by source showed ECSB $0.44, CSQI $382.85, CCR&R $436.15, FCCH Nav. $304.12, Buell $11,082.83, LCDHS $17,702.20, E&E $23,449.31, LCO $2,811.68 for a total funds left amount of $59,080.23

Lisa motioned to approve the financials as presented by Haley and Amber seconded, the motion carried.

Fiscal Year Spend Down

- Julie shared that spenddown felt easier this year than in the past. Purchased items included an office table and chairs, office supplies, tote bags, 2 tablets, home safety items for the new provider and books.
- We do need to be thinking about Buell spenddown. July will submit the year end report by July 31st.
- E&E funds are to be spent down by December.

. **The next board meeting is scheduled for August 5th @ 1:00 p.m.**

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CKLECC Board Secretary Signature

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Date