Cheyenne, Kiowa, Lincoln County Early Childhood Council
Council and Board of Directors Meeting Minutes



November 4, 2024 / 1:08 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); Haley Leonard (CKLECC Financial Manager);

Zoom: Cindy Ferree (Director LCDC); Carole Spady (Quality Improvement Coach); Shannon Harrell (Centennial Mental Health); Tyann Conley (Safe Care Colorado); Kathleen Bither (Kiowa County DSS); Lisa Thomas (About F.A.C.E.); Robbin Schincke (Morgan Community College); Amber Ellis (Parent/Treasurer)

Absent Board Members: Heather Randolph (Baby Bear Hugs); Autumn Pelton (Cheyenne County Communities that Care);

MEETING CALLED BY:

Dennis Pearson (Board Chair/ Director Kiowa County DHS)

COUNCIL MEMBER AGENDA

Nurse Family Partnership Presentation- Riki Cordova & Yosselin Gomez (Southeast NFP)

- Riki and Yosselin shared that Southeast NFP now covers Cheyenne and Kiowa counties in their 7 county region.
- Southeast NFP is an evidence based program for first time low income moms and is based out of Lamar. The program's vision is to have a future where all families thrive and succeed. It is client centered and client driven.
- Families may enroll up to 30 days post birth in Colorado, upon referral.

- Enrolled families can expect weekly meetings with their nurse for the first month, then 2 meetings/month until delivery. After delivery the meetings will return to weekly for the first 6 weeks post-partum and back to 2 meetings/month up to 21 months old.

October Meeting Minutes- Dennis Pearson

- Cindy motioned to approve and TyAnn seconded. The motion carried.

LCO/UPK Updates- Julie Witt

- Julie reported that with the change of our regional coordinator the regional meetings have also changed to be held on the 2nd Tuesday of the month.
- Program set up forms are due November 8th for next school year, although many of our programs likely won't set up this early as most families do not enroll for next school year this early. Programs will not be able to use the pre-registration option if the set up process is not completed but this should not cause an issue for our programs. Programs that are not set up before November 8th will not show in the system until January.
- Programs should also be receiving communication about expense reporting for the 23-24 school year which will be due December 15th.
- CCCAP rates are increasing so if anything needs to be updated in regards to those rates the providers are to do it in the portal.

Coordinator Report- Julie Witt

- Julie reports that all providers have turned in their program update forms besides 1 and updates have been put into salesforce.
- The most recent Child Care Task Force meeting was held on October 28th and was successful.
- There is a new provider in Cheyenne Wells who is working to complete Medication Administration and First Aid and should be in the final stages of licensing completion.
- We set up a table for Trick or Treat Street in Limon on Halloween and handed out books to many children.

- We will be getting holiday books out to all of the programs over the next month for them to distribute to children.
- We will be attending a career fair for K-12th grade students at Limon School on November 21st as well as a Connect and Collaborate Event with DOLA and the Main Street Program to present for a few minutes about the Child Care Task Force next Wednesday the 13th.
- We also received a call from the Limon FFA advisory committee asking if we would be interested in providing some volunteer time for HS FFA members that are purchased at the Hired Hand Auction by other donors that do not have work needing done for themselves. We would receive students who have expressed an interest in ECE or childcare to serve as volunteers at LCDC or for CKLECC.
- We will be holding a Paint and Sip event again for our providers in November rather than a monthly training event. The event will be the evening of Thursday the 21st and will include appetizers and a holiday sign painting. Free for all providers in our counties.
- Lora reported that the diaper banks have been still going well. There are 19 children registered in Cheyenne county and 67 in Lincoln county. We have been distributing clothing and books as well as resources on new child car seat laws and Nurse Family Partnership. We also have formed partnerships with Limon Memorial Library and Hugo Town Hall to be pick up locations for families that are unable to make it to our designated pick up days.

Quality Improvement- Carole Spady

- Carole reported that it is the provider's last chance to sign up for Quality Improvement funding.
- There are 5 sites ready for coaching and 1 more that we are waiting for a signed MOU from for a total of 6 programs receiving coaching this year.
- Julie added that Plainview was required to close their preschool program due to losing their director but state licensing has shared that they are working with the school to possibly reopen using waivers to allow already employed staff members to fill the director role.
- Quality Improvement funds were different this year and if we have any others apply they may need to be placed on a waitlist.

- We held a provider training at the end of October on ADHD. There were 11 participants including parents, foster parents and providers.

FFN- Julie Witt for Candie Chamberlain

- Julie shared for Candie that Alisa Carson is the only provider reporting any openings with just 1 opening.
- She is currently distributing 9 FFN bags each month and is working on recruiting more.
- There are 47 families participating in the Dolly Parton Imagination Library in Cheyenne county.

Child Care Updates- Julie Witt and Lora White

- Julie shared that the Child Care Task Force Meeting on October 28th had 4 in person attendees from CDEC as well as one online. Executive Director Dr. Lisa Roy, Universal Preschool Director, Dawn Odean, and Division Director of Early Childhood Workforce Rebecca Vlasin made the trip to Limon. Deborah Gray with State Child Care Licensing joined virtually.
- Julie felt that the meeting was productive and that the state representatives were very supportive of our efforts. They shared many possible solutions including looking at pathways to getting HS students to work towards their CDA while in school, a school to career or co-op model for substitutes, waivers to combine ages for less staff required, and more.
- Rebecca Vlasin from the EC Workforce department wants to work on a partnership with us and suggested apprenticeship programs, housing and childcare solutions and looking at other possible Buell Funding.
- Julie and Lora will also be meeting with Lincoln Health and their lobbyist group on November 20th. It was mentioned that we need to check that we include Cheyenne Wells Hospital in the discussions if possible.
- Lora reported that CLLC has nearly finished closing everything out and has presented a check for $23,527.04 to CKLECC to use as a stipend fund for new and existing child care providers in our three county region. $10,000 of the funds are specified to be used for Lincoln county residents only but the remaining funds can be dispersed at CKLECC’s discretion amongst providers in all three

counties. Some ideas for the funding are for fees associated with licensing, tuition assistance, child care start-up costs, and even health care options for ECE professionals. Julie asked if the board felt that we needed to look into opening a separate account for these funds (as we are looking at other ways to increase this stipend account). Dennis suggested that we talk to our accountant Will for advice and then do whatever is easier for Haley.

- Julie also asked if anyone wanted the old chairs from the office or had an opinion about where they should go. It was suggested to ask the town of Limon if they could use them at the community building or elsewhere and then advertise them for free on swap shop.

Council Member Updates

- None

BOARD MEETING AGENDA.

Board Member Recruitment- Dennis

- Julie reported we had received a letter of interest from Rosalind Smith at The Cornerstone Resource Center, which she had forwarded out to the rest of the board via email.
- Dennis asked if anyone had any input on voting for Rosalind Smith to serve on the CKLECC Board of Directors. Cindy shared that she felt like the letter showed that Rosalind shared our goals and seemed excited about the position, so she made a motion to approve Rosalind Smith to serve on CKLECC's Board of Directors. Robin seconded, the motion passed.

Financials- Haley Leonard

- Haley provided the Check Detail Report for October. Checks included – QuickBooks Payroll Service, Imagination Library, Century Link, Payroll and mileage for staff, Quill, Cheyenne Wells Grocery, Crow's Stop and Shop, Katies Korner, Kit Carson Mini Mart, Osbornes Supermarket, and Stop 'n' Shop Supermarket for the food program, Stop & Shop for rent and utilities, JGC

Enterprises (for provider training), First National Bank of Omaha (credit card), and Becker's (a late invoice for E&E)

- Monthly expenditures by funding source were as follows: AOC $0, BUELL $0, CCRR $514.02, CSQI $3,159.43, E&E $1,299.08, FHCN $753.06, LCO/UPK $2,213.53, LCDHS $227.07, SB $3,045.51, Miscellaneous $41.39 (Becker's). Unclassified $180.00 (Haley was unsure what this was for and will review it) totaling $11.433.09.
- The Deposit Detail Report showed 2 deposits: LCO/Systems Building/CCR&R/CSQI for a total deposit from the State of $11,978.11, E&E for a total deposit from the State of $701.25.
- The Balance Sheet showed $85,725.16 for October and $84,203.58 for September.
- The Expenditure Spreadsheet showing funding left by source showed ECSB $42,226.47, CSQI $47,295.14, CCR&R $1,960.26, AOC $851.94, FCCH Nav. $21,746, Buell $2,474.26, LCDHS $18,773, E&E $ 24.022.50, LCO $28,669.57 for a total funding left of $187,198.95

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

Colorado Secure Savings Plan- Haley

- Haley shared that she recently learned that CKLECC must register for a Colorado Secure Savings Plan but then have employees opt-out from putting money into a savings plan. Everyone had returned the forms to opt-out and they had been submitted.

CKLECC Salary Increase Policy- Dennis

- Cindy and Robbin had felt that an employee policy on salary increases would be a good idea. Dennis suggested a plan based on cost of living increase and merit would be a good idea. He requested that Julie ask if ECCLA or any other councils might have a good one to model ours off of.

Other (Funding Request)- Julie

- Julie shared that she had received a funding request from Kayla Buchanan for $600 to pay for her annual subscription to her app that she uses for parent communication/billing/documentation. The concern was that this was not something we could fund for every provider and that Kayla had not applied for CSQI funds earlier.
- Robbin asked if this was a one time request or an annual one. Julie stated that it is an annual subscription but that we could just agree to pay for it this one time.
- Carole asked if the app really would increase the quality of care. Lisa stated that she felt like it would for the parents for sure.
- Haley stated that there was funding to pay the $600 out of E&E Funding
- Cindy made a motion to approve the payment of $600 to cover the annual subscription to the app with the stipulation that it be for 1 year only. Robbin seconded, the motion carried.

The next board meeting is scheduled for December 2nd @ 1:00 p.m.

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CKLECC Board Secretary Signature

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Date