CKLECC Council and Board of Director Annual Meeting Minutes

MINUTES NOVEMBER 6, 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); Julie Witt (Council Coordinator); Haley Leonard (Financial Manager); Luci Reimer (Secretary/ Limon Memorial Library); Nancy Gonzalez (Country Living Learning Center); Candace Chamberlain (CKLECC FFN/Fun Tote & Child Care Coordinator); Lora White (CKLECC Admin Assistant) Zoom: Heather Randolph (Baby Bear Hugs); Cindy Ferree (Limon Child Development Center); 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); Robbin Schincke (Morgan Community College); Amber Ellis (Parent/Treasurer); Shannon Harrell (Centennial Mental Health); Kathleen Bither (Kiowa County DSS); Robin Schincke (Morgan Community College); Carole Spady (Quality Improvement Coach); Amy Dulin (Centennial Mental Health); Kailey Meardon (Valley Wide Health Group); Kandi Seymour (Early Intervention); Lore Lampman (WIC); Bethany Jaques (EC BOCES) Absent Board Members:

AGENDA TOPICS

****MEETING MINUTES FOR THE OCTOBER MEETING WERE MOTIONED TO BE APPROVED BY NANCY WITH A SECOND BY KATHLEEN. THE BOARD APPROVED.**

WIC PRESENTATION LORE LAMPMAN

PRESENTATION	Lore Lampman with Lincoln County Public Health gave a presentation about the WIC Program. She shared that the WIC program serves women, infants, and children up to 5 years of age. Eligibility can be met by being pregnant, having a recent birth, meeting income requirements and being a Colorado resident as well as foster and kinship care providers. There are over 100 WIC locations in Colorado that serve over 80,000 families combined. WIC provides food benefits for moms and children with a monthly value of $52.84/participant and has a breast pump loan program. Families may sign up for WIC benefits online, by phone or at a WIC office. Once eligibility is determined WIC coordinators will check each child's growth and iron levels then discuss health and diets. Next WIC coordinators will answer any questions the family might have and can make referrals to other programs that are available. Families are given their EWIC card and plan a return visit in 1-3 months. Finally, Lore shared Lincoln County Public Health will serve families from other counties through the WIC program if they are willing to drive to the Lincoln County office.

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

DISCUSSION	Julie reported that the last day of UPK matching was Nov. 6th and that from now on providers will be doing walk-in enrollment. The payment reports pulled on Oct. 15th have previously been for accepted and/or enrolled status children. Starting on Nov. 15th only children showing a status of enrolled will be paid. Julie also updated that there is still funding for 30 hours available so if families, who do attend 30 hours want to update their enrollment info. to determine eligibility, they are able. They, or the provider, can contact Julie to unlock their application to make those changes. The historical attestation form for 3-year-olds was due from all providers on Oct. 31st. All our providers submitted theirs on time and the lump sum payment was supposed to be made on the 3rd. There will be a new form for 4-year-olds coming out soon to determine if a true up payment will be paid if a program received less UPK funding than CPP the year before. This payment will happen in the spring and be a lump sum payment. UPK is also working towards finalizing their Quality Standards and is asking for stakeholder comments on the current draft. There is a webinar on Monday, Nov. 13 from 3:00-4:00 about the standards draft for stakeholders to attend.

	Finally, Julie reported that enrollment is winding down and that the in-person LCO regional UPK meeting in Yuma attended by Lora, Carol and herself was informative about year 2 planning.

MINUTES	COORDINATOR REPORT	JULIE WITT
DISCUSSION	Julie reported that CKLECC's Strategic Planning meeting on Oct. 16th had a great turn out. The meeting was facilitated by ECCLA. Lora and Julie plan to go through the information and input from the meeting to provide a draft of revisions to the strategic plan at the next board meeting. Julie has been working with the Colorado Children's Campaign and a Kids Count Report presentation is set for the next board meeting on Dec. 4th at 1:00. Julie requested that if anyone had specific data points, they would like information on to let her know and she will request it. CKLECC's first diaper bank order is set to be picked up Nov. 7th. Once we have the diapers on hand we will set up and advertise a pick-up date for the community to come to the office to get diapers and wipes. This first order will be distributed first come, first serve with the hopes of allowing pre-registration for following months distributions. CKLECC hopes to eventually offer a diaper bank to Cheyenne County as well. CKLECC participated in the Trunk or Treat and Trick or Treat Street events in Limon by distributing candy and books with new FFN flyers. Julie plans to distribute books with FFN flyers in Kiowa and Cheyenne Counties for Christmas. The Provider Appreciation Paint and Sip event is scheduled for Thursday, Nov. 30th in Limon with food and a possible milage stiped available for providers outside of Lincoln County to encourage them to join. Dennis asked if there is a due date for the updated strategic plan and Julie responded that no there is not a set due date but that we do need to send the updated plan when it is finished to both CDEC and the Buell Foundation.

MINUTES	QUALITY IMPROVEMENT COACH	CAROLE SPADY
DISCUSSION	Carole reported that she has been busy visiting all her programs and has six sites with MOU's for CSQI. She also attended the follow up provider training for the Flip It program by Centennial Mental Health.

MINUTES	FFN & FUN TOTE PROGRAM REPORT	CANDACE CHAMBERLAIN
DISCUSSION	Candie reported she has been working on getting new totes out to all the programs. She has nine FFN participants, most of which are in Lincoln County. Her enrollment in the Dolly Parton Imagination Library is growing in Cheyenne County. Finally, she shared that there are only four openings in all the licensed home providers combined.

MINUTES	LIMON INFANT AND TODDLER CARE COMMITTEE	LORA WHITE
DISCUSSION	Lora reported that there was a good turnout of seven for the initial Limon Infant and Toddler Care Committee meeting on Oct. 24th. The group discussed building options, first steps and a few grant opportunities. They formed committees for looking at the building options more in depth, working on community engagement and filing for 501.c.3 status and grants. The group plans to meet again on Nov. 13th.

MINUTES	COUNCIL MEMBER UPDATES
DISCUSSION	There were no reported updates by any council members.

MINUTES	BOARD TERM APPROVAL
DISCUSSION	Julie reported that Autumn Pelton's board term is up. Luci made a motion to approve Autumn Pelton for another term and the motion was seconded by Nancy. The motion carried.

MINUTES	FINANCIALS/ EXPENDITURES/ JULY CHECK APPROVALS	HALEY LEONARD
DISCUSSION	Haley provided the Check Detail Report for October which included checks for QuickBooks, Payroll Liabilities, Imagination Library, Century Link, Payroll, Tim Andersen for advertising, Makayle Loutzenhiser for Medication Administration Training, Davis Catering, Quill.com, Office Works and all the grocers for the food programs as well as Stop & Shop for rent and utilities. Monthly expenditures by funding source were as follows: Buell $445, CCRR $513, CSQI $3,747, LCO/UPK $4,258, E&E $304, FHCN $361, LCDHS $1,284, SB $4,170 totaling $15,084.75. The Deposit Detail Report showed two state reimbursements for $1,940 and $4,896. The Balance Sheet for October reflected a balance of $62,284.26. Nancy motioned to accept the financial report, Cindy seconded, and the board approved.

MINUTES	FINAL UPDATES	JULIE WITT
DISCUSSION	Julie shared that the annual early childhood advocacy calendar will be done with a photo contest this year. CKLECC would like for anyone in the three counties to share their photos of what early childhood means to them. We have a few photos submitted so far but would like more. We will be having a meeting with Some

	Girls and a Mural to begin designing a mural in Cheyenne County and would love to use photos from that area for the mural as well. Lisa and Autumn mentioned asking the local 4H groups for photos.

MINUTES	FUTURE MEETING	COUNCIL MEMBERS
DISCUSSION	The next council and board meeting is scheduled for December 4th at 1:00 p.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)