

Kids' Corps, Inc.
Policy Council Meeting Minutes
October 23, 2017

Members Present:

Tracy Peters, President
Lynndsi Strong, Vice President
Maria Muldoon
Pauletta Delgado
Noreen White
Tasi Sablan
Natyie Briggs
Denise Henrickson
Lori Xiong

Members Absent:

Raheel Asghar
Rose Justiniano
Tom Cossom

Guest:

Dawn Postma, CSP

Staff:

Dirk Shumaker, Executive Director
Ronnie Brown, FCES

Meeting called to order at 6:05 pm. Quorum present.

Introductions were made and guest welcomed.

Tracy asked the seated members if they wanted to remain on the Policy Council to so indicate with show of hands. Pauletta motioned to accept Tracy, Maria and Pauletta as members remaining on PC, Denise seconded. Motion approved. (Raheel and Rose will be asked at a future meeting.)

Officers:

Ronnie asked the members present to review the officers job duties as listed in the By Laws. Tracy indicated she would enjoy remaining the President if the members wanted her to. Noreen was nominated for vice president by Lynndsi and Lynndsi was nominated for Vice president by Denise. Paper vote ensued. Noreen was voted in as Vice President. Lynndsi nominated Denise for Secretary and Denise accepted the nomination. Pauletta motioned to accept the President and Secretary as motioned, Tasi seconded. Motion approved. New officers are Tracy Peters, President. Noreen White is Vice President and Denise Henrickson is Secretary.

Financials:

Dirk stated that we were re-formatting our financial reports and training a new bookkeeper. As a result we do not have a completed report to share. The finance committee met earlier on Monday and reviewed the draft financial reports, which showed that expenditures are in line with our budget. Passed out credit card transactions report for review. No questions at this time.

Minutes:

Minutes were reviewed, no questions or amendments at this time. Denise motioned to approved the September minutes, Lynndsi seconded. Motion approved.

New Hires:

New hires were reviewed. Ronnie explained to the new members how the new hires were usually approved by phone but always brought to the PC as a group to review in case of questions or comments. She also mentioned being on an interview committee really helps to be able to come back to PC meeting and give any details about the hiring process. Tasi motioned to approved the new hires, Natye seconded. Motion approved.

Parents As Teachers:

Dirk explained the PAT program as a home visitor/parent educator program. He described the low wage yet high degree of ECE credits required for the position. He is asking (for fairness and retention purposes) to reduce the 12 ECE credits to 6 credits and increase the wage to accommodate comparable rate for Anchorage. He further explained that a home visitor will still need to have a 2 year degree, it might not all be in ECE. There is a very detailed curriculum that home educators follow and each home educator has 15-18 families depending on the number of siblings enrolled. Lynndsi motioned to decrease number of ECE credit hours from 12 to 6 and increase base wage. Pauletta seconded the motion. Motion approved.

PIR: Program Information Report

Dirk explained what the PIR was (federal requirements on tracking specific data). He explained that the report he was sharing compared our program data with national and state averages. This allows PC members to see how we compare with to national and state numbers. He highlighted a number of data points, including the number of children who withdraw from the program within 45 days, the # of children who received dental exams and dental treatment and the number of children with IEP/IFSP's.

Executive Directors Report:

Dirk reported that we received news from National office that KCI will not have a federal review this year. KCI's objective for this coming year will be to retain more staff. Dirk explained that over the next six weeks, interviews will be conducted with staff that have stayed longer than three years, what makes them stay, do they feel respected, do they like what they do, etc. Managers will also be meeting for group discussions with teams at our various centers.

Fundraising Committee: Tracy and Tasi reported that the fundraising committee is looking into having a giant garage sale next Spring, May 19th. Have it at the East center parking lot, have food trucks come and some percentage go to agency. Also discussed and reported on was a gift-wrapping session at Fred Meyer's locations on Abbott, Dimond and Midtown locations. Would need one board member at each site to maintain KCI control. Dates unknown at this time. Would need donations of wrapping paper, tape and bows/ribbons. Another possibility was kid's art show/auction at coffee shops or Sears Mall during Holiday season. Another thought was doing a silent auction at Barnes and Noble between October and January (PFD timeframe). More to come from the committee. Anyone is free to come or submit ideas to Tasi or Tracy. The more the merrier. Next meeting is November 16th at East center at 6pm.

Code of Conduct/ Conflict of Interest and Meeting Code of Conduct:

Ronnie passed out the three different documents to be read and signed by members of the PC. She went over each policy so parents could understand why they were important, had each member there sign the forms and pass them back to her. Floor was open for questions. Anyone can look at them again, in your binder and the agency binder.

Seat New Members:

Dawn Postma from Creekside Park indicated she would like to be seated. Natye motioned to seat Dawn, Denise seconded the motion. Motion approved.

Family and Community Engagement Specialist:

Ronnie handed out the flyer for the Red Cross Disaster Preparedness class coming up on October 27th from 5:30-7pm and encourage everyone to invite their parents and feel free to come. She stated that November was Multi Cultural month and PCM would have potlucks and hopefully entertainment from parents wanting to share their cultural dress, dance, language, food. No game or meeting per se so all can enjoy the festivities of the many cultures. Ronnie then explained that since there would be no PC meeting for December, the Skittles game would be played at their January PCM. Ronnie passed a bag of regular skittles and told everyone to take some. Then the rules were explained and everyone shared according to their colors of Skittles. Everyone enjoyed the game and look forward to playing it with their families in January.

Policy Council Appreciation. Everyone on the PC for the program year 2016-17 received a Certificate of Appreciation and a gift certificate from Barnes and Noble. Those on longer than one year also received small tokens of appreciation. Group picture was taken for FaceBook.

Adjourn:

Lynndsi motioned to adjourn at 7:50, Denise seconded. Motion approved.