

OCDC Board Minutes For April Meeting

Date: 4/28/2022 **Minutes Taken By:** Scott Louis

Members Present: Rosa Jaeger, Jessica Filler, Tami Hogie-Lorenzen, Scott Louis, Samson Boutchee, Katie Big Eagle

Staff Present: Sue Glodt, Pat Hoffman, Kim Leiferman, Lori Shocker, Deseree Corrales

Call to Order at: 12:05 pm **Quorum established:** 12:05 pm

1. **Approval of Agenda:** Jessica motions to approve agenda with additions of Spirit of United Way Partner Agency Award and Zonta added to Announcements. Tami 2nds. Motion carries.
2. **Announcements/Information:**
 - a. ACF-PI-HS-22-02- COLA and Quality Improvement Information.
 - b. Spirit of United Way Partner Agency Award- Sue informed us that program was being recognized for this award. Shared letter of award which complimented staff. Will get mug and plaque of recognition.
 - c. ZONTA- Sue shared that center received donation that was deposited into the crisis fund.
3. **Consent Agenda approved –** Jessica motions to approve consent agenda. Samson 2nds. Motion carries.
 - a. Minutes
 - b. EHS Monthly Reports
 - c. HS Monthly Reports
 - d. Meals and Snacks
 - e. Financials
 - f. Credit Card Statement
4. **Policy Council Report-** Katie shared that they covered the same agenda. Pat held nice discussion on CLASS. Nice reception about Courtney Geigle, parent, speaking at United Way.
5. **Old Business-**None
6. **New Business-**
 - a. **Self-Assessment Summary and Action Plan-** Sue reviewed document that covered goals and action plan that were developed at self-assessment meetings. Jessica motions to approve Self-Assessment Summary and Action Plan. Tami 2nds. Motion carries.
 - b. **Quarterly Monitoring Reports-** Sue reviewed the reports that were included in Board packets. Samson motions to approve reports. Jessica 2nds. Motion carries.
 - c. **Parent Handbook-** Pat reviewed changes that were recommended to current Parent Handbook. Jessica motion to approve the changes to the Parent Handbook. Samson 2nds. Motion carries.

- d. **Parent Survey Results-** Sue reviewed results included in Board packets and highlighted family comments. Katie brought up possibility of having electronic fillable survey. Discussion was held of possible solutions. Jessica motions to accept parent survey results. Tami 2nds. Motion carries.
- e. **Vehicle Sale-** Kim shared planned sale of two vehicles: 2013 and 2014 Nissan Pathfinders. Will sell two vehicles and purchase one. Shared vehicle rotation plan. Sale of vehicles is planned for June. Jessica motions to approve plan of sale. Tami 2nds. Motion carries.
- f. **COLA and Quality Improvement Application-** Kim shared 2.28% COLA and Quality Improvement Funds will be used towards a 3.2% increase to wages and wage scale, \$4405 will go to vehicle repairs and service and gas expenses. Jessica motions to approve COLA and Quality Improvement Application. Tami 2nds. Motion carries.

7. Training-

- a. **Nutrition- Deseree Corrales-** Deseree shared how she follows programs regulations and implements services, daily duties, and works with children throughout the year. Harvest of the Month program held each month and implemented into menu. Cooking classes, active lifestyles programs held and offered to families. Shared Child and Adult Care Food Program (CACFP) qualifications and expectations.
- b. **Education and Child Development including Anti-bias, School Readiness, and Services to Pregnant Women- Lori & Pat-** Lori shared her duties and daily expectations with Board members. Shared how home visitors do visits and other services provided for families.

Meeting adjourned- Jessica motions to adjourn at 12:55 pm. Samson 2nds. Motion carries

Next Meeting- May 26-lunch at 11:30 am – Business meeting at noon