

KPATA Full Board Zoom Meeting
December 18, 2020
12pm-1:13pm

Attendance: Callie Peace, Kicia Wagner, Becky Stewart, Leslie Ewy, Brittany Denson, Leslie Sissel, Nis Wilbur, Lori Portelli, Jennifer Bruns, Jenny Whitney, Janet Cody, Tammy Jilka

Approval of November Minutes

- Jennifer moved to approve November minutes, seconded by Brittany. Discussion: change exits to exist. Motion passed unanimously.

My PAT Story: Brittany Denson shared her PAT story.

President Report: Becky Stewart

- Lori moved to appoint Becky Stewart, KPATA Vice President as acting president through January 11, 2021, seconded by Janet. Discussion: Becky will not vote during this time. Motion passed unanimously.
- Update on KPATA Board President: Callie has heard through the grapevine that Michelle is doing ok. Check email and chat box for a fundraiser for the Kelly Family.

Strategic Planning

- Open discussion to provide feedback on next steps
 - Flow chart of roles and responsibilities is in progress with personnel committee.
 - Suggested that there be detailed job descriptions as well as responsibilities of board members before the next election. Membership and Governance committee will create.
 - Mission and Vision are bylaws. We review annually, but do not change them.
 - Strategic Plan will be put in a google doc and placed in the January's folder. Everyone can make comments/updates for all to see. Review in January.

Finance Report

- Committee met Tuesday morning. Documents in the google drive were reviewed and questions sent to Callie. Callie wasn't able to get answers before today's meeting. Questions:
 - Money still there from the Sunflower Grant? Was meant for Callie's salary, but her salary was covered by Families First, so the Sunflower money is still in the budget.
 - Membership dues shows we budgeted for \$15,176. Is this correct? Only \$4,495 has come in.
 - Checking into the negatives in the expense column
 - CCA was paid out of last year's budget
 - \$13,814 (other expenses) is being reviewed. Kara has documentation and will put in correct categories.
 - Accident fund: \$380. This is Work Comp.
 - Shows we have another \$30,000 in budget for training in this grant cycle
 - Profit/Loss by Class: PayCor fees were from previous payroll fee. No longer using.
 - Line 62150 shows \$13,318 in outside contact. Some salary is billed as contract, but will check with Kara to clarify.
- Kicia moved to accept treasurer report, seconded by Janet. No discussion. Passed unanimously.
- Leslie will follow-up with Callie on questions and will report back at the January meeting.

FFPSA Report: Callie Peace

- November Report: 93 total active referrals, 175 Completed Visits, 19 referrals in November. An increased partnership with central Kansas DCF has led to more referrals.
- Janet moved to approve BF reports, seconded by Kicia. Discussion: Reimbursement time is varying (30-60 days), dependent on when DCF processes it. Contractual is anything that is being asked for reimbursement, including services, affiliate fees and training which explains the increase from \$20,000 in September to \$46,000 in October. Motion passed unanimously.

Education and Training Report: Brittany

- Conference is scheduled for April 12th/13th. Afternoon on the 12th and morning breakouts on the 13th.
 - Lakeshore will be keynote address
 - Call for proposals will come out soon
 - Working on theme and title for conference
 - Will need 2 support people for each session (one for tech, one to help with chat boxes and breakouts)
- Lunch and Learn next month for Parent Educators
 - Time for Parent Educators to collaborate and learn about what is going on across the state. Will continue if good engagement.
 - No cost with your KPATA membership
 - Jan 26, Feb 25, 12-1pm

Personnel Report: Leslie Ewy

- Four applicants were scheduled to interview on Dec. 8th. One was sick, so only three interviewed. Recommending Dana Clary to begin on Dec. 28th at \$16.50/hour, pending successful background check.
- Leslie S. moved to offer position to Dana, seconded by Lori. Passed unanimously.
- Annual review process will begin in January.

Membership Nominating and Governance: Janet Cody

- Open board positions in SW and NW. Michelle reached out to both regions. Northwest has a potential rep, will follow up when Michelle returns. CCA gave two new names for possible reps, one was formerly with PAT.
- All board members need to review and complete the Board Metric Template prior to January meeting
- Janet moved to accept M, N & G report, seconded by Jenny. Discussion: will end up shortening terms since elections are in the spring. Will have an onboarding time in between terms. Regional positions should be PAT positions since they are tasked with relaying info to regional PAT meetings. Motion passed unanimously.

Brittany moved to adjourn meeting for agenda discussion, seconded by Jennifer. Passed unanimously
Meeting adjourned at 1:13pm.

Next Meeting: January 15th, 12-2pm

Kicia Wagner 1/15/2021