

**KPATA Full Board Zoom Meeting**  
**January 15, 2021**  
**12pm-1:10pm**

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

**Approval of December Minutes**

- Becky moved to approve December Minutes, seconded by Lori. Zoom meeting added to header. No discussion. Motion passed unanimously.

**My PAT Story: Janet Cody shared her PAT story**

**President Report: Michelle Kelly**

- We are running smoothly after hard work during the past year

**Strategic Plan: Callie Peace**

- Open discussion to provide feedback on next steps
  - Highlight piece you are talking about and you will see a + sign to the right side, click to make your comment
  - Take your time during the next month to read it and make comments
  - Feel free to add big dreams

**FFPSA Report: Callie Peace**

- Dashboard reports are available in the shared Drive
  - All on drive. Influx in referrals and it's not slowing down. Monthly CPS report is helping to establish relationships. Not getting many referrals in NE.
- KPATA Affiliate: may require special meeting in February to approve affiliate plan

**Finance Report: Leslie Sissel**

- Reports are available in the shared Drive
- Questions from Dec. meeting were all answered
- Will report back next month regarding membership and training being moved to separate budget lines
- Finance committee typically meet the Tuesday prior to KPATA meetings and are requesting that reports from Kara are in the drive before noon on Tuesday, prior to the meeting
- Received recommendation from FF and DCF for affiliate coordinator position and approved
- Received the budget transaction report from Becky Peters. Hoping that the dollars will enlarge once the position is approved, so more dollars are utilized. Total award and where we are expended today is a concern.
- Janet moved to approve the finance report as presented, Becky seconded, no discussion. Passed unanimously.

**Education and Training Report: Michelle Kelly**

- Lunch and learn for KPATA members on February 25<sup>th</sup>, will share out ideas and give PE opportunity to brainstorm
- Trainings in the works

- Domestic Violence
- Sandy Ellsworth “6<sup>th</sup> day of training”
- Ruby Payne
- April conference
  - Call for proposals will be sent out soon
  - Dana will be helping with registration
  - Virtual platform. Request to Gov. Kelly to join us briefly, either live or recorded.
  - Working on a giveaway (sent by mail)
  - Information will come through email, social media and newsletter
- Leslie S. moved to approve the report as presented by Michelle, seconded by Lori. Discussion: January Lunch and Learn was pushed to Feb. 25<sup>th</sup>. How to register will be announced soon. Motion passed unanimously.

#### **Personnel Report: Becky Stewart**

- Annual Reviews
  - Callie will reach out to her staff to do a self-evaluation. Becky will send email to Board to request any information that you’d like to share about BF staff to share in their evaluations on April 5<sup>th</sup> with Callie. Salary recommendations will be brought to the April Board meeting so budget can be prepared.
- Expansion of Quality Implementation Director to Affiliate Coordinator
  - The FFPSA committee moves that based on DCF approval the Quality Implementation Director position be increased to 30 hours per week and will incorporate the Affiliate Coordinator responsibilities which will increase the salary for the position by \$7,280.00 for the remainder of the grant cycle.
  - Passed unanimously by personnel committee
  - Only approving position for work to begin on the affiliate plan. Once plan is completed, it will be sent out and a special meeting will be called to approve.
  - Becky made a motion that QI Director increase from 20 to 30 hours with \$7,280 increase for the remainder of the cycle (June 30<sup>th</sup>), Janet seconded.
    - Discussion: hours will begin on Monday, January 18<sup>th</sup>.
    - Deadline for having the affiliate plan is a 6-week turnaround, which includes submitting to National and approved by the board.
    - Once plan is in place, hours will roll into being an affiliate coordinator.
    - FF committee would work as advisory board for the affiliate.
    - Motion passed unanimously.
  - Kicia moved to approve the personnel report, seconded by Janet. No discussion. Passed unanimously

#### **Membership, Nominating and Governance: Janet Cody**

- Nominations:
  - Forming a calendar to follow so that next year will be easier.
  - Letters will be sent to board members serving first year, those finishing their term and those filling a position.
  - Responses will be sent to committee. Once the committee has a firm idea on what needs to be done, they will begin trying to fill the needed positions and will inform any potential officers what their responsibilities will be.

- NW and SW regional positions have been tricky. May have someone in NW, Travis Rickford, referred to by CCA. Callie has someone potentially for SW. These two are not PAT people, so will need to be intentional to make sure they get information to the regional meetings.
- Elections will happen in April, onboarding process and change over on July 1<sup>st</sup>.
- Governance:
  - Committee will review bylaws and make tweaks, if necessary. Will be reviewed annually and changes will be voted on in April.
- Why are NW and SW not volunteering. Have they asked? Offer them to give anonymous feedback?
- Board Metric: Committee has looked over board metric and uncertain about some of the headings. Came straight from NPC and haven't made PAT changes.
- Janet moved to approve report from M,N,G Committee, seconded by Becky.
  - Discussion: subcommittee requested Callie to make role and responsibilities for positions. Can Callie make a new metric that applies more to PAT, which may help with board recruitment? Metric is used to keep track of strengths and expertise.
  - Passed unanimously.

Send Callie your cell phone number, if she doesn't already have it.

When might the special meeting be held?

- Plan on discussing at the second half of next meeting. Must go to FF committee first. If it's completed earlier, the meeting can be moved up. Callie will notify Becky if Hilary accepts and Becky will notify the board. Becky Peters and Hilary will attend that portion of the meeting because Callie will not be present.

Becky moved to adjourn meeting, Leslie seconded. No discussion. Passed unanimously. Meeting adjourned 1:10pm.

**Next Meeting: February 19<sup>th</sup>, 12-2pm**

*Kicia Wagner 2/19/2021*

