

**KPATA Full Board Zoom Meeting**  
**April 16, 2021**  
**12-12:57 PM**

**Attendance:** Callie Peace, Kicia Wagner, Dana Book, Travis Rockford, Michelle Kelly, Kimberly Peterson, Leslie Ewy, Jenny Whitney, Janet Cody, Brittany Denison, Leslie Sissel, Nis Wilbur, Jennifer Bruns

**Approval of March Minutes**

- Jenny moved to approve March minutes, Leslie S. seconded
  - Discussion: on Finance report, change wording "Brittany approved report as presented, Jenny seconded"
  - Motion passed

**Approval of Member Meeting Minutes**

- Leslie S. moved to approve, Janet seconded
  - Discussion
    - Make change in Policy and Procedures: committee meets on the fourth Thursday and not Tuesday
    - VBYRD on attendance is Veronica Byrd
  - Motion passed unanimously

**Welcome and Introduction of New Members**

- New members will not begin until July
  - Travis Rickford: Director of Live Well and former PAT parent
  - Lori Logan (not present)
  - Dana Brook: KCSL, Former PAT parent
  - Kimberly Peterson: Early Interventionist with Tiny K in SW Kansas

**My PAT Story**

- Leslie Sissel shared her PAT story

**President Report: Michelle Kelly**

- Kara Revell from CCA agreed to be fiscal agent last year for KPATA. KPATA is currently going through two audits and Kara has been very helpful. Officially thanking Kara with Proclamation. See the shared drive for the proclamation.
- Janet moved to adopt the proclamation and award to Kara Revell, seconded by Jenny
  - Discussion: fonts in proclamation are different and Callie will change
  - Motion passed unanimously.

**Executive Director's Report & Strategic Planning: Callie Peace**

- Report is in the shared drive
- Currently at 275 members, never this big before
- Conference was a success
- Currently working on desk audit
- Submitted requirements for renewal on DCF grant and confident that it'll be renewed
- Budget will be ready next month

- Asked members at meeting to review strategic plan and share feedback, as well as share anything they'd like to see in our work
- Janet moved to approve the ED report, Leslie E seconded, no discussion, motion passed unanimously

**Advocacy Report: Callie Peace**

- Nothing new to report

**FFPSA Report: Callie Peace**

- Dashboard reports are located on the shared drive
  - 106 active referrals
  - Some families have made it a year and transferred to local programs or reauthorized by BF
  - 16 referrals in March
- Request to review personnel, Michelle Kelly
  - When program director secures private funds, the board will look at expanding the position again and will be able to adjust budget at that time, if necessary
- Jennifer moved to approve the report, Kicia seconded
  - Discussion: The audit with FFPSA is annual and expected, the desk audit was a surprise (because of growth and new relationship with DCF)
  - Motion passed, Leslie S. Abstained

**Personnel Report: Becky Stewart**

- Personnel committee functions as HR for KPATA
- Want to be intentional on who is on the committee
- Looking to add a lawyer and will follow up with more info at next meeting

**Finance Report: Leslie Sissel**

- Special budget meeting planned for May 5<sup>th</sup> to ensure that the budget is ready for the May meeting
- Committee has a request to possibly move the full board meeting to the 4<sup>th</sup> Friday of the month, instead of the 3<sup>rd</sup> in order to give more time to review the reports prior to the meeting
  - Will add to May agenda to vote on with a start date of July
- Monthly reports are on the drive
- Committee requests for documents to be saved as a pdf and dated on the drive when they are approved to avoid confusion
- Jenny moved to approve the finance report as presented, seconded by Brittany, no discussion, motion passed unanimously

**Education and Training Report: Michelle Kelly & Brittany Denson**

- Annual KPATA conference
  - used Attendify platform, over 200 in attendance (most ever), follow-up evaluations will help with planning next year
  - move forward in person, virtual or hybrid?

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

- Looking ahead to continue increasing membership and making it smoother for programs to sign Parent Educators up on July 1<sup>st</sup> for training advantages
- Thinking about a campaign to reach out to PAT across the state that are not current members of KAPTA
- Governance: focusing on committee work, with guidelines and parameters being a focus

**Next meeting: May 21, 2021 12-2pm**

- Michelle will be gone and Becky will be running the meeting

Motion to adjourn the meeting by Jennifer, seconded by Jenny. Passed unanimously. Meeting adjourned at 12:57.

*Kicia Wagner 5/21/2021*