

KPATA Full Board Zoom Meeting
May 21, 2021
12-2 PM

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

Approval of April Minutes

- Brittany moved to approve April minutes as presented, Tammy seconded. Discussion: change Leslie S. name spelling. Motion passed, Lori abstained

Board President absence

Janet moved to approve Becky as acting president in Michelle's absence, Leslie seconded. No discussion. Motion passed unanimously

My PAT Story: Lori Portelli

- Lori shared her PAT story
- Next month: Nis

President Report: Becky Stewart

- Michelle's report read by Becky:
 - Letter of concern from a member of KPATA staff; all KPATA policies and procedures were followed in making recommendations for 2021-2022 positions
 - Board meetings will continue on the third Friday of the month
 - Jenny moved to accept the President's report, seconded by Lori. Any discussion/questions regarding Michelle's report should be emailed to Michelle. Motion passed unanimously.

KSDE update: Nis Wilbur

- Grant award questions
 - Any questions specific to the grant should go to Nis
 - Nis partners with Shelley with Implementation Support and tries to be on all of the calls and typically speak to Shelley ahead of meetings
 - Questions for Shelley will likely go through Nis, as well
 - Amanda and Nis have discussed grant concerns and have put together a work group.
 - Emails will be sent on Monday inviting individuals to be part of work group, but not required to accept the invitation. There will representation of all regions and types of programs.
 - There is a plan to address the 1.5% reduction. The reduction wasn't announced prior to grant submissions because the reduction wasn't known at that time.
 - End of year videos on how to do KIDS on KSDE training portal
 - Not sure how much or if any money will be returned from programs. The amount returned determines what happens with the money. If it's enough to cover loss of 1.5% on every program, then they will. If it's less, Amanda and Nis will discuss what happens with it.

- Callie requested that Nis give updates on a regular basis. Callie will provide Nis with speaking points/specific questions, perhaps discuss hot topics from Implementation Support Meetings.
- Nis involved with the state leader/country leader's workgroup monthly and is currently chair for the group this year

Executive Director Report & Strategic Planning and Advocacy: Callie Peace

- Report is in the shared Drive
- Been invited to signing ceremony with the governor on Monday
- Everything for the desk audit turned in and just waiting to hear if anything else is needed. Started to get documents ready for outside audit
- Link to sign up for newsletter in report
- Next board meeting will have strategic plan work, but need more feedback still. All KPATA members can make comments and/or suggestions.
- Kids in Cars at Charlie's house event in person and spoke to them about a possible event/training for Parent Educators. New tool to break out windows were given out.
- Lori moved to accept both reports, Janet seconded. No discussion. Motion passed unanimously.

FFPSA report: Callie Peace

- 21-22 Assurances need to be updated for next year. Changes are highlighted in the Drive:
 - BF coordinator training in July 2021 and midyear training in January 2022 and ensure all required documentation is submitted to KPATA staff
 - Monthly reports to CPS workers, Family First Regional Case Manager and Quality Implementation Director are due on the 5th of each month
 - Removed annual OAE training requirement
 - Parent Educator serving BF family must be a KPATA member, which give access to all the trainings required by National Center
- Dashboard reports are in Drive. Referrals were low earlier in the month, but began to pick up in last week or 2
- Affiliate Update: Lawyer working with them to make contracts
- Board Brief is new this month, shows success, barriers and goals that are being worked on.
- Leslie S. moved to approve assurances for 21-22, seconded by Brittany. Discussion: add dates, CPS supervisor added to report in case CPS worker disappears. Plan on assurances going out to programs as soon as date is added to assurances. Clarification on #8: refer a family to ITS within 7 days. Motion passed unanimously.
- Janet moved to approve FFPSA report, seconded by Travis. No discussion. Motion passed unanimously

Finance Report: Leslie Sissel

- 2021-22 Budget and monthly reports are in the shared Drive
- Finance committee met on May 5th for special budget meeting, passed unanimously in the committee on May 7th
- Met on May 20th to review monthly documents
- In the next month will be working on roles and responsibilities, have questions for P&P committee
- Jennifer moved to approve 2021-22 budget, seconded by Leslie S. No discussion. Motion passed unanimously.

- Brittany moved to accept the finance report as presented, seconded by Janet. No discussion. Motion passed unanimously.

Education and Training Report: Callie Peace (sub for Michelle)

- Training Pass "Promise": \$30 and provides all PATNC required trainings
- Connections Matter: State-wide initiative with KCL. Hilary and Brittany were trained in March and required to offer 2 trainings between April and next June. ASQ awareness and trauma informed care, stresses resiliency and ACES. Four-hour training on June 23rd covers material most parent educators and coordinators have already received. Recommend names of non-PAT members. Hope to offer in the future to parents, but the first round focus is on the community: businesses, social work and early childhood. Not required to be KPATA member. Deadline to register is May 31st.

Membership, Nominating and Governance: Janet Cody

- Janet moved to approve the Policy for Nominations of Board Members, Jenny seconded. No discussion. Motion passed unanimously.
- The Personnel committee met and recommends that the Personnel Committee be made up of the following: KPATA Executive Committee (President, Vice President, President-Elect, Past President, Secretary and Treasurer); a Regional Director from an area that does not have representation on the Executive Committee; a Human Resource Rep; and an Attorney familiar with employment law.
 - HR Rep and Attorney can be the same person if experienced in both areas
 - President will serve as Committee Chair/ Vice President will serve as support of committee chair
- Janet moved that the board accept the personnel committee recommendation, Kicia seconded. Discussion: Meet first Monday of the month. Changes begin July 1, 2021. If committee doesn't have a HR or lawyer yet, Janet has someone who will look over and support, but will not be an official member of the committee. Motion passed unanimously.

Next Meeting: June 18, 2021, 12-2pm (will include Strategic Planning work)

Jenny moved to adjourn meeting, seconded by Lori. No discussion. Motion passed unanimously.

Kicia Wagner 6/30/2021

