

KPATA Full Board Zoom Meeting
November 19, 2021
12 PM

Attendance: Michelle Kelly, Kicia Wagner, Jenny Whitney, Janet Cody, Leslie Sissel, Brittany Denson, Travis Rickford, Jennifer Bruns, Leslie Ewy, Callie Hoffman, Nis Wilbur, Laurie Logan, Tammy Jilka

Jenny moved to approve October meeting minutes, seconded by Leslie. No discussed, passed unanimously.

MY PAT STORY: Jenny Whitney shared her PAT Story

President Report: Michelle Kelly

- Board Retreat via Zoom: January 31, 2022, 10:30-3PM: Dave will individualize it for our group, focusing on board rules and organization. He'll send a survey before the retreat so he can plan accordingly.

KSDE update: Nis Wilbur

- Email from Amanda this morning with updates
- 3-year-old at-risk preschool will be funded
- Kansas preschool pilot grant is out, available on Common App, due in December
- Mid-year report for PAT will soon be released. There will be a link in updates, as well as email
- No monthly implementation support meeting with Shelly in December
- During KSDE conference, Dr. Watson announced schools that will be recognized in Kansas Can program and listed in the written update
- New Kindergarten in Kansas booklets can be ordered, Free and available in English, Spanish, Arabic, Burmese, Swahili and Vietnamese. Natalie's email: nschweda@kpirc.org

Executive Director Report: Callie Hoffman

- ED report in the drive
- BF staff met for their retreat last week
 - Dove into bigger picture ideas
 - Need to get more referrals
 - Had to decline first referral because unable to be in person
 - Need more local programs to sign assurances
 - Plans are in the works to achieve that and to increase referrals
- Training Pass was shared with KS Home Visiting Team
- Working with Nis on KIDS data submission and discussing how to develop a training to support school district people and PAT
- Working on getting foundation of the conference put together based on survey results
- Motion to accept the ED report by Janet, Jennifer seconded. No discussion, motion passed unanimously

FFPSA Report: Callie Hoffman

- All reports in Shared Drive
- Will be changing timeline for when FF committee is meeting. No need to meet monthly, but the finances need to be reported each month

- Motion to accept by Jennifer, seconded by Brittany. No discussion, passed unanimously

Personnel: Michelle Kelly

- Program director position was opened. Interview team made up, reviewed resumes and scored rubrics. Did have working relationships with all applicants.
 - Top pick has over 30 years in PAT, extensive knowledge in funding streams, history with KPATA and vision for growing program
 - Personnel committee recommends offering position to 1st rated candidate, pending the background check. If declined, offer it to the second person. After that, the position would be reposted
 - Jenny moved to approve the position being offered to the recommended 1st rated applicant, seconded by Leslie E. Discussion: Names are confidential until position is accepted. Realized this is not addressed in the policy, so written policies will be added in January. Rubrics were shared with personnel committee. Callie, Kicia and Leslie S were on interview team. If you have strong feelings on how the policy should work, notify Michelle. If you want to be safe, make sure someone votes no, so it can be changed. Name will be given after the job is accepted. Vote passed, 1 no. If concern with candidate once you learn the name, take concern to Michelle and will determine if the vote is opened again

Finance Report: Leslie Sissel

- BF Monthly report is in the shared drive
 - Reports were shared with finance committee yesterday
 - Timeline of when reports are given to BF team and what the turnaround is for BF and CCA
- Kara continues to attend meetings and provides clarification, when needed
- 5 will meet outside of finance committee to work on documents in a subcommittee
- Policies will go through P&P meeting and approved quickly and back to the board by January hopefully
- Audits are almost finished
- 990 received by email last Friday
- Annual review scheduled with CCA already for Monday morning
 - Walked through it with Kara. Kara made a few adjustments and it was submitted. Annual review will not be in December in upcoming years
- Motion to approve the finance report by Janet, seconded by Jennifer. No discussion. Motion passed unanimously.

Membership, Nominating and Governance: Janet Cody

- A policy and procedure for how each committee is structured and ran is being worked on
 - Need to identify committee chair and define what they can and can't do. Send any suggestions to Jennifer.
- Regional directors will receive email from Janet
 - Goal is to increase membership
 - Looking closely at PAT programs where there are not members and trying to understand where they are coming from and how KPATA can help them
- Nominating plan and timeline:
 - President Elect is open and several regional directors open

- Few months before election, Janet will be in touch with board members that will be at the end of their term
- Looking for suggestions for board members and committee members

Flowers sent to Kara for father's passing and Hugoton PAT for Mendy's passing

No December meeting. Mid-year report will be sent to review and approve

Next meeting January 21st, 12-2 PM

Meeting adjourned at 1:18PM

Kidcia Wagner 1/21/2022

