

DRAFT KPATA Full Board Zoom Minutes
July 15, 2022
12 PM

Attendance: Janet Cody, Brittany Denson, Leslie Sissel, Travis Rickford, Michelle Kelly, Dana Book, Sara Hunnicutt, Lisa Williams, Monica Murnan, Laurie Logan, Callie Hoffman, Kicia Wagner, Jennifer Bruns

Approval of June minutes: Jenny moved to accept the June minutes with the proposed changes, seconded by Travis. Discussion: changes: change from to for, change your to you, change accepted budget to accept the budget. Motion passed unanimously.

Motivational Minute, My PAT Story: Monica Murnan

KSDE update: Lisa Williams

- Children's cabinet recommended additional money for fiscal year '24 and hoping to have it approved in the governor's budget
- Coordinator's meeting with Amanda Peterson yesterday to outline what has happened so far and what is next. Will continue to keep coordinators and partners updated
- Planning to begin monthly meetings again with coordinators
- APRs were due on July 11th and most have been submitted

President Report: Janet Cody

- There is a list of programs for each region in the Board Drive for regional directors to access
- Committee chair members have signed committee chair agreements
- If something is not common knowledge and is discussed with the KPATA board, it is considered confidential and should remain with the board

Strategic Plan Update: Michelle Kelly

- Reach out to Michelle if you want to join the committee
- There will be social media training with KPATA and a section on social media added to each KPATA newsletter

Personnel Committee: Janet Cody

- Five Parent Educator candidates interviewed to fill 3 PE positions with the KPATA affiliate, progress will be updated
- Laurie Logan was appointed to the Personnel committee, filling the regional director position not of a region not already being represented on the committee

Executive Director Report: Callie Hoffman

- Report is in the Board Drive. Highlights:
 - Wrapped up ED Institute with Non-Profit Connect
 - Grant application turned in to Human Services Fund
 - Closed on line of credit with Cap Fed to cover KPATA staff payroll
 - Link included to watch the KS State Board of Education Meeting
 - All upcoming trainings are listed
 - Scholarship opportunities are on the conference web page

- Jennifer moved to approve the ED report for July 2022, seconded by Dana. Discussion: Received a call regarding the grant applied for and likely will not receive it for this cycle, but will apply again in the future. Motion passed unanimously
- Raised with Love and Limits Foundation is partnering with doctors/hospitals to better support parents around children's behavior
 - Search all behaviors.... click on behavior and it will pull out resources. Doctors can print the handout and send with parents. There is a fee to use this resource, but the Foundation is waiving the fee to allow KPATA to use it
 - They want to add the KPATA info to link families to local PAT programs
 - www.kpata.behaviorchecker.org
 - Do not share the link at this time
 - Leslie moved to seek approval to enter contract with Raised with Love and Limits Foundation to use their behavior website, Brittany seconded. Discussion: Callie has ensured that the Foundation is in good standing and has looked at their 990. No money is being exchanged, we are just giving Callie permission to work through the details. The Foundation is offering this because they have a passion to support families and programs that help families. Motion passed unanimously
- If you notice information needing to be changed on the KPATA website, email details to Callie and she will filter it to the correct person

FFPSA Report: Callie Hoffman

- All reports are in the Board Drive
- Jennifer moved to accept the FF reports, Kicia seconded. No discussion. Motion passed unanimously
- Not looking for a motion, just sharing information. The approval would come out of the Finance Committee, not the Full Board.
 - FF is asking for a greater allocation for several reasons: need to hire more PEs, a full time coordinator position, salary increases, increase fringe benefits, travel to include all staff to include national conferences, replacing computers, contractual increase with CCA and indirect costs increase.
 - Will meet again with FF committee and then ask Finance committee to look through one final time. Hope to have it ready the first week of August. August 15 is the deadline.
 - We are set up to serve families for two years, but the funder has to approve more than one year of service, so we can answer the question yes on the APR. If the family can be connected to a PAT affiliate, they are. An email is sent as the family nears the end of their year to check on the status of the family. If they need to continue, DCF can approve to continue or not.

Bylaws, Policies and Procedures: Jennifer Bruns

- Timeline for bylaws review
 - Jennifer moves The Board of Directors of this corporation shall have the power to alter, amend, or repeal these Bylaws or adopt new Bylaws, subject to approval by the Membership through affirmative vote of the entire Membership at any annual, regular, or special meeting of the Members. A review of the bylaws will occur every 3 years beginning in the month of January. Brittany seconded. Discussion: Bylaw review can occur at any time and discussed. The formal review will begin in January. The motion passed unanimously.

- Policy 502 (Check signing)
 - Policy drafted with guidance from CCA for use of signature stamp and in Board Drive
 - Jennifer moved to present the written Policy 502 (Check signing) for approval. Monica seconded. No discussion, motion passed unanimously.
- Advisory Committee Agreement
 - In Board Drive
 - Speaks to those on FF committee, but can be used on other committees
 - Jenny moved to approve this document to use, Leslie seconded. No discussion, motion passed unanimously.

Membership, Nominating and Governance: Brittany Denson

- Membership target plan
 - 188 memberships, a little ahead of schedule at this time
 - Friendly reminder to renew if you haven't already; Required for board members
 - Feedback for Callie to take to the Home Visitor Committee
 - Thoughts about conversations about individual programs not being an affiliate, just users
 - In order to use the PAT name, you must be an affiliate. A subscriber can use the curriculum, just not the name. Must be an affiliate member to receive FF funding
 - 2017-given option to do what you want and pick your program. People won't know you if you start calling yourself something else, because they know PAT. Callie went to legislation saying parent education equals Parents as Teachers. She did it alone, but wants feedback from everyone now.
 - How do we align home visiting in Kansas? How does Callie represent KPATA to make PAT available to more families across the state
 - Callie will offer office hours to discuss further
- Southcentral regional rep position open
- Minutes timeline
 - Draft meeting minutes for committees must be completed within 2 business days
 - Need policy for board minutes
 - Brittany moved to add a policy that draft meeting minutes be available in BOD Drive within 2 business days. Jennifer seconded. No discussion. Motion passed unanimously.

Finance & 2021 Audit Report: Leslie Sissel

- All June 2022 documents are in the Board Drive, including the Audit and Governance packet
- Leslie moved to accept the reports, Brittany seconded. No discussion, motion passed unanimously
- Leslie moved to accept the final 2021 Audit Report, seconded by Dana. No discussion, motion passed unanimously.

Next meeting: August 19, 2022, 12 PM

Leslie moved to adjourn, seconded by Jennifer. Motion passed unanimously.

Kira Wagner 8/22/2022

