

**KPATA Full Board Meeting Minutes**  
**August 19, 2022**  
**12 PM-1:20 PM**

**Attendance:** Janet Cody, Kicia Wagner, Callie Hoffman, Lisa Williams, Michelle Kelly, Sara Hunnicutt, Laurie Logan, Monica Murnan, Leslie Sissel, Jennifer Bruns, Deanna Kessler-Miley, Kim Peterson, Brittany Denson, Dana Book

Monica moved to approve the July minutes, Leslie seconded. Discussion: Change to: FF is asking for a greater allocation. Monica moved to approve with the amendment, Leslie seconded. Motion passed unanimously.

**Motivational Minute:** Laurie Logan shared her PAT Story

**Email vote** (week of 8/15)

**KSDE Update:** Lisa Williams

- Interagency Coordination Effort: State and Local Interagency Coordination Council: encouraging all PAT affiliates to be involved. LICC virtual retreat Sept 23; can still register online
- Home Visiting Leadership Team meeting next week: focusing on request from children's cabinet to begin organizing and planning for efficiencies across all of the home visiting teams
  - Not sure of the cost to provide PAT services in Kansas, so can't go to the table with that number. Some programs are built on what they have and not what they need. KSDE is still working on gathering that info; should be a per head cost. First step: must get all Kansas at the same level, might give a clearer picture on what we need per family. When PATNC looks at budget of \$3500/family per year
    - Will be a priority to get all affiliates at a model level. Currently about 17 out of 64 are not at model level
    - Lisa is open for discussion or concerns by calling or emailing. Wants to know as much as possible for affiliates and coordinators to better the program

**President Report:** Janet Cody

- FFPSA: renewal grant application submitted last week. Couple of things in proposed budget:
  - Hire max 12 PEs at .25
  - Hire another co-affiliate coordinator
  - Quality Implementation Director has been increased to full time
  - Co-affiliate coordinator position won't be filled until 3 more PE positions are hired (12 total)
  - Affiliate fee will be paid 2, 200 per program for those with signed assurances and PE renewal for those serving families
  - Contractual amount increased over .5 million to greater fund programs serving BF families
  - Fiscal year 24 (beginning July 23)

**Strategic Plan Update:** Michelle Kelly

- 2018 Strategic & Action Plan Review
- Callie, Brittany, Janet and Jennifer have joined the committee and will meet next week to begin the process; will only foster the conversation, not write the new plan

- Nonprofit connect will be Option A for plan, Option B will be online resources if not able to afford Option A

**Personnel Committee:** Janet Cody

- Email vote to begin application process for admin assistant resignation and 2-10 hours PE positions
- New Staff bios are in the board drive
  - One from Hayes area, one from Winfield area
- Exit interviews
  - Both employees have been offered exit interviews; one has been scheduled, the other may not happen because of PE reasons
- Committee will write new job descriptions if awarded in new grant

**Executive Director Report:** Callie Hoffman

- August 2022 report in the board drive
  - Highlights: Congressional visit in Wichita with Ron Estes for Early childhood programs in Kansas; He will be supportive of increase in MIECHV funding
  - Traveling to Denver: presenting training pass info
  - State HV leadership meeting next week; Melissa Rooker will be in attendance to discuss Children's Cabinet ask
  - Give info on early childhood debt forgiveness which covers parent plus loans also to staff with student loan debt
- RLLF: Love and Logic: \$1000 fee, but it's in-kind and won't be paying it
  - October 4<sup>th</sup>: live webinar on how to utilize tool for PAT program
  - Will be a place on their website that will link them to Callie/KPATA.
  - Articles of incorporation asked for last month are in the board drive
- Jennifer moved to approve the ED report, Monica seconded. No discussion. Passed unanimously

**FFPSA Report:** Callie Hoffman

- Report in board drive
  - Grant is written for 220 slots, currently serving 113
- Dana moved to approve as presented, Kicia seconded. Discussion: there has been feedback from some programs that they are unhappy about not being reimbursed for PE trainings and machine calibrations when money is available. DCF will not allow for that reimbursement because they want more direct services. Motion passed, with one no vote

**Bylaws, Policies and Procedures:** Jennifer Bruns

- Draft of Minutes Policy was adjusted: added Draft/Review of minutes within 2 business days.
- Jennifer moved to accept the policy, Deanna seconded. Discussion: highlight and add comments to the side which will help with discussion at board meeting. Motion passed, Brittany abstained

**Membership, Nominating and Governance:** Brittany Denson

- Membership target plan: working on draft and will bring to the board for approval
  - Promoting training pass at National Conference which could add to recruitment
- Friends of PAT: Janet and Michelle will be meeting with Michelle Ross, who currently has a robust group to discuss ideas to get started
- SC Rep: someone is interested in filling position for the rep position for rest of the year; will report back next meeting

**Finance & 2021 Audit Report: Leslie Sissel**

- Financial docs are in the Board drive
  - 20,000 moved from UMB bank into CAP Fed
  - Line of credit should be the last report. If ED needs to pay KPATA staff, this gives cushion, but remains KPATA funds and not BF funds
  - Callie presented the Harness Giving Program and will give more info in September
  - Leslie moved to accept the report, Laurie seconded. Discussion: Harness Giving: one can choose to round up to the next dollar when swiping card. Will find out if we can cap it monthly or annually. Can sign up to donate and may stop at any time. Network for Good is another option, as well as Kroger/Dillon's, Smiles program with Amazon. Can design own text to send out. Motion passed unanimously.

**Next meeting: September 16, 2022, 12-2PM**

**Leslie moved to adjourn the meeting, Michelle seconded. Meeting adjourned at 1:20 PM.**

*Kacia Wagner 9/16/2022*

