



September 2023 Board of Directors Meeting Agenda
September 15, 2023; 12 noon to 2 pm
Roll Call

Present: Janet Cody, Hilary Koehn, Dannielle Heideman, Monique Koerner, Sara Hunnicutt, Annette Wyatt, Aaron Grunewald, Dana Book, Lisa Williams, Amber Dejmal, Maria Torres, Michelle Kelly,

A motion to approve the minutes was made by Aaron Grunewald and Maria Torres seconded the motion with a few corrections made. The motion was approved and passed unanimously.

KSDE update. Lisa Williams

- [Lisa Williams](#) explained the role that KSDE has with PAT
 - KSDE is the State Department of Education, and years ago, KSDE applied to be the state office for Parents as Teachers activity in Kansas.
 - KSDE receives funding from the Children's Cabinet, and that's part of the governor's budget. And everything that's allocated to KSDE through the Governor's budget by the Children's Cabinet is provided to affiliates in the state. \$8.4 million plus KSDE did receive a one million dollar additional allocation to the grant funding this year. The total budget is about \$9.4 million.
 - 62 affiliates in the state are funded by KSDE. The funding goes through either a school district or an education service center in the state.
 - KSDE also provides implementation support to all of those affiliates.
 - Grant funding runs from July 1st to June 30th of each year.
 - For every dollar that the state contributes the local school districts then contribute fifty cents to ensure that the community and the School District have buy-in for the support of Parents as Teachers programs as part of their early childhood Education Strategy and Platform.
- There will be an Affiliate coordinators conference on November 6th and 7th in Wichita. All affiliate coordinators will be invited to attend that conference.
- Lisa Williams said that in this past year, 17 affiliates did not meet all 21 essential requirements. After the affiliate performance reports this year, there are only 10 that have not met these requirements. Lisa will work with these affiliates to help them meet all these essential requirements for the coming year.

President Report. Janet Cody

- Update about the hiring process for the Executive Director position:
 - The interview team, Janet Cody, Dana Book, and Amber Dejmal have completed the initial interviews for the applicants that have applied for the position. Their

second step will be in-person interviews. They are going to narrow it down to two, and those interviews will take place next week once the interview team has come to their conclusions. The interview team will present their recommendation to the Personnel Committee on the first Thursday of October at 11 o'clock. From there the Personnel Committee will discuss and analyze what the interview team has presented. The Personnel Committee will make their recommendation as to who they would like to present to the board as the permanent Executive Director. Janet said that they would like to have a special meeting of the board on Friday, October 6th at noon for 30 minutes. Please let Janet know if you are not able to attend.

Interim - Executive Director Report, Hilary Koehn

- <https://drive.google.com/drive/folders/1fno2j7Wnfpr60Xkvb6uCZY81yxvxmchT?usp=sharing>
- For your review and information: Hilary referenced
 - [ECTTF-Community-Engagement-Tour-Results-FINAL-8.14.23.pdf](#)
 - [Kansas-Early-Childhood-Transition-Task-Force-Interim-Report-FINAL-July-1-2023.pdf](#)
- PATNC is releasing more money to Affiliates

PATNC Investing in the Power of Families: [Investing in the Power of Families.pdf](#)

Kansas Children's Cabinet Meeting (Updates):

Focus points from the August Meeting -

- Community-Based Child Abuse Prevention Grant Renewal Amy Meek, Director of Early Childhood
- Early Childhood Block Grant Evaluation Lynn Schrepferman, WSU
- Child Care Capacity Accelerator Lucas Neece, Grant Coordinator

2023 Kansas Home Visiting Virtual Conference was a great SUCCESS!

Training was offered in the areas of:

- Keynote Session - Beyond Toxic Stress: What, Why, and How?
- Opioid Overdose Prevention and Medication Safety for Families
- Building Staff Capacity to Address Perinatal Behavioral Health Concerns: A Review of Key Implementation and Policy Resources for Kansas Professionals
- Using Media to Promote Home Visiting Services
- The Heart of Reflective Supervision
- Engaging Foster Parents During Home Visits and Your Vital Role in Their Success
- And MORE!

Interim - Executive Director Report, Hilary Koehn report was noted and received for filing.

Bylaws, Policies, and Procedure, an update provided by Hilary Koehn

- Amanda has cleaned up the Board Policy and Procedure Manual. They are working to separate the policy portion of the manual from the full Board Manual.
- Staff Telecommuting Agreement completed and will be added to the KPATA Staff Manual
- Grievance Policy being reviewed by committee members
- A staff handbook needs to be created (currently there is one for Bright Futures Parent Educators)
- Committee Chair is still needed for this committee
 - Please let Hilary or Janet know if you know of someone that might be good in this role.

Bylaws, Policies, and Procedure, an update provided by Hilary Koehn report was noted and received for filing.

FFPSA Report, Hilary Koehn

- Affiliate Coordinator Position - interview process will occur with the new Executive Director
- Affiliate Parent Educators - positions offered to 1 individual
- Hilary also shared the KPATA FFPSA Monthly Grantee Reports
 - Bright futures is on track for spending
- Bright Futures currently has 117 total active referrals.
- There are 13 active referrals in the KPATA affiliate program.
- There were 12 new referrals in August, which is a little bit lower. There have been meetings with our DCF regions regularly, a least once a month, and it has been explained to them that the slots are full. The slots were full at the start of the year. They have been accepting new

referrals still, but they're not coming in as steadily as they were.

Upcoming Events

Sept. 7th FFPSA Virtual Meeting 9 a.m.

Sept. 15th KPATA Board Meeting

Sept. 27th Safe Sleep Training

Oct. 2nd FFPSA Email Meeting 9 a.m.

Oct. 19th Perinatal Mental Health 1-2:30

Oct. 20th KPATA Board Meeting

Michelle Kelly commented on the Behavior Checker Lunch and Learn on September 19th over the lunch hour

A motion was made by Michelle Kelly and Monique Koerner seconded it. There was no other discussion and the report was accepted unanimously.

Finance Report, Aaron Grunewald

- UMB Bank needed the committee to have specific motions and a vote on removing individuals from the accounts and then adding new individuals to them.
 - Past officers and individuals removed from the account included Leslie Sissel, Barbara Kelly, Kelly Davydov
 - Added to the account were Hilary Koehn, Janet Cody, and Aaron Grunewald
- The financial report was reviewed

A motion was made by Arron Grunewald and seconded by Michelle Kelly to accept the Finance Report. There was no more discussion and it was passed unanimously.

Advocacy Committee Report, Danielle Twemlow

- Janet, and Hilary will plan to touch base with Danielle to determine plans for the advocacy committee.

Social Media Committee Report, shared by Hilary

- Focus on support for programs and guidance with social media

- posts.
- Social Media campaign and how KPATA can support

The Social Media Committee Report, shared by Hilary report was notated and received for filing

Education and Training Committee Report, Hilary Koehn

- Upcoming September Training - Safe Sleep, Behavior Checker Lunch and Learn, Literacy Loving Home Visits next Thursday (tips and tools),
- Upcoming October Training -
 - Mental Health First Aid Full Day Training - 10/25
 - This training is open to everyone
- KPATA Conference is set for April 23rd/24th at Webster Conference Center in Salina - committee working on conference theme
- Fall Coordinator Training - November 6th and 7th, supported by KSDE

Education and Training Committee Report, Hilary Koehn report was noted to be received for filing.

Membership, Nominating & Governance Report, Amber Dejmal

- Amber Dejmal shared what the promotional shirts will look like for members who will be attending the PAT National conference in New Orleans. They will have a QR code talking about joining KPATA.
- There has been discussion on a possible Micro-internship
 - The plan is for a video to be made on marketing membership. They will also be working on getting a free intern who will work on a promotional video for KPATA.
- Also encouraging parents that are no longer in PAT to become members and how can they entice these families to become members.
- Also linking the National PAT website with the KPATA website.

There was no other discussion.

The meeting was adjourned at 1:15 by Aaron Grunewald and seconded by Maria Torres.

Next Meeting: October 20th, 2023 12:00 - 2:00 pm

