



January 2025 Board of Directors Meeting  
January 17, 2025; 12:00 to 2 pm

Present: Janet Cody, Annette Wyatt, Sara Hunnicutt, Aaron Grunewald, Dannielle Heideman, Monique Koerner, Emily Goetz, Lisa Williams, Maria Torres, Dana Clary, Amber Dejmaj

[November 2024 Minutes-](#)

Approval of the November 2024 minutes: Janet Cody made a motion to accept the November 2024 Minutes. Seconded by Maria Torres. The motion to accept the November 2024 Minutes passed unanimously, with no discussion.

**KSDE update, Lisa Williams**

- KS PAT Affiliates submit their legislative-required, mid-year report, due today.
  - Many successes especially resulting from screenings, both child development and family well being
  - Common theme is lack of funding
    - One obstacle is requirement that school districts provide match
    - Proposed that KSDE and KPATA advocate with school districts and the legislature
  - Congratulations on great, impactful and difficult work
- FY26 Grant Application
  - Level funding with small movement due to returned unused FY25 money and possible closing of affiliate/s
  - New question included: how to continue operations if an interruption of services arises
    - Ideas floated about an MOU with KPATA for staff fill-in
      - E. Goetz commented that the family/PE relationship is key to services
- NC Region meeting with L. Williams to brainstorm support for a possible affiliate closing
- Sing, Play Love - KSDE-sponsored training in conjunction with "Just 10 Minutes" to kick-off at Collaborative Learning Day, April 23
  - Discussion over how best to divide up the approximate 150 training spots
  - Biggest expense is the purchase of family-provided books
  - Anne M. Miller's organization donating or greatly reducing cost for KS PAT

**President Report, shared by Amber Dejmaj**

- Early Learning Advocacy Day (Feb. 5th) and Home Visiting Advocacy Day (March 5th) - Topeka
- Emily Goetz was appointed to the SC Regional Director position.

- Amber shared the new verbiage added to Supporting Care Providers - Fiscal Agent vs. Fiscal Sponsor Amber asked the full board to vote on the verbiage change
  - Dana Clary moved that we accept the new verbiage from Fiscal Agent to Fiscal Sponsor and Angie Mendez seconded it.
  
- Amber asked the board members to rank the below areas of importance for the Board Level focus with [Mentimeter](#) and also asked for input
  1. Thinking Strategically as a Board
  2. Building Relationships within the Community
  3. Fundraising
  4. Setting the Organization's Strategic Direction
  5. Advocacy Work
  6. Communication to local programs about Board work and efforts

#### **Executive Director Report, Hilary Koehn shared by Amber Dejmajl**

- Amber Dejmajl shared the link [December/January Executive Director Report](#) - and reviewed Hilarey's report with the board.

#### **Bylaws, Policies and Procedures, Janet Cody**

- [Retirement Policy](#) - Janet Cody reviewed the proposed change from 1040 hrs or .5 FTE to over 1,000 hours. This allows the KPATA policy to meet the requirement of Department of Labor's set maximum threshold. Mutual America's underwriters asked that the change be made to maintain compliance.
- Janet moved to alter the statement to read that employees working over 1000 hrs per year will be eligible for a supported retirement contribution. Kelly P. seconded the motion. Motion passed unanimously.

Bylaws, Policies, and Procedures, Janet Cody report was noted as received for filing.

#### **Personnel Committee, Amber Dejmajl**

- Action Plan workgroup to finalize (goal to bring to Full Board in the next few months)
- Regional Director Confab Brainstorming: 22nd at 1:00pm
  - Voice from ALL regions
  - Standard Process of Communication

The Personnel Committee, Amber Dejmajl's report was noted as received for filing.

## FFPSA Report, Hilary Koehn- Shared by Amber Dejmajl

Amber shared the following report to the board

- [New staff member - Paola Rodriguez \(Garden City Area\)](#)
- [FFPSA Documents](#)
- Changes to FFPSA Committee

A motion was made to accept the FFPSA report by Janet Cody and seconded by Maria Torres, the motion passed unanimously with no discussion.

## Finance Report, Aaron Grunewald

- Aaron reviewed the **Finance Documents - Post-Reviewed**
- Aaron shared the **Charitable Donation Received (letter)** for \$100 donation from Jones Family Charitable Foundation, Inc.

A motion was made to accept the Finance Report by Aaron Grunewald and seconded by Dana Clary, the motion passed unanimously with no discussion.

## Advocacy Committee Report, shared by Amber Dejmajl

- Advocacy Days





The Advocacy Committee Report, shared by Monique Koerner report was noted as received for filing.

### **Social Media Committee Report, Angie Mendez**

- Unable to meet in January due to cancellations, but met in December to discuss future plans. Weekly posts from members will be discontinued with the goal of involving more KPATA programs across the state. Barriers discussed were: time - ease of using technology to submit content - ideas for programs to share. Committee discussed ideas for barriers and developed the following plan.
  - Programs submit in google form for ease of access and incentivizing participation. Group brainstormed ideas for posts that had meaning to PE's and programs, incorporating both humor and practice information. KPATA PE's will create posts in January and hand off to Olathe

Social Media Committee Report, Angie Mendez was noted as received for filing.

### **Education and Training Committee Report, Maria Torres**

- Upcoming Trainings:
  - January - SAFE training with Cherie Sage
- Save the Dates have been sent out for the Collaborative Learning Day - April 23rd in Manhattan, KS at KState Alumni Center
  - Sessions Planned:
    - Group connections
    - Visit tracker / PAT Engage

- Program promotion / Everyday Advocacy - social media, canva how to's, elevator speech **-(will have a virtual option available)**
- Customized planning guides / enhancement enrichment for home visits *(maybe does not lend itself as easily to coordinators)* **-(will have a virtual option available)**
- Difficult conversation starters / role play / Family well being *(helpful with reflective supervision)*
- Attendees will be able pre-register and know what classes they will have before they get to the conference.

The Education and Training Committee Report, shared by Maria Torres, was noted as received for filing.

### **Membership, Nominating and Governance Committee, Dana Clary**

- As of yesterday KPATA reached 301 members
- ongoing conversation and planning for upcoming vacancies for KAPTA officer positions for 2025-2026
  - If anyone has ideas please share them with the committee
- Made Business Cards see link below:

[https://www.canva.com/design/DAGbBXyTZwU/jWoEpbGeTcE2D3fbKQujfg/edit?utm\\_content=DAGbBXyTZwU&utm\\_campaign=designshare&utm\\_medium=link2&utm\\_source=sharebutton](https://www.canva.com/design/DAGbBXyTZwU/jWoEpbGeTcE2D3fbKQujfg/edit?utm_content=DAGbBXyTZwU&utm_campaign=designshare&utm_medium=link2&utm_source=sharebutton)

- Working on bookmarks for KPATA staff & other agencies to utilize in sharing KPATA mission and increase KPATA awareness and collaboration. Will share with the board next month.

**Membership, Nominating and Governance Committee, Dana Clary** was noted as received for filing.

The meeting was adjourned at 1:34

Next Meeting: February 21st 12:00 - 2:00 pm

