



February 2025 Board of Directors Meeting
February 21, 2025; 12 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, Dana Book

[January 2025 Minutes](#)- Approval of the January 2025 minutes: Janet Cody made a motion to accept the January 2025 minutes. Seconded by Maria Torres. The motion to accept the January 2025 Minutes passed unanimously, with no discussion.

KSDE update, Lisa Williams

- The state grant has been released, and funding will be level-funded with opportunities for affiliates to apply for additional money for expansion or special projects. Grant applications are due March 14th. The review process will take up to 2 months for final review.
- Lisa shared about the required local match and that an expansion of service areas and changes might be happening. Lisa asked for feedback from the board on these possible changes.
 - Hilary talked about how the board can help with the gaps in services in certain areas of the State.
 - Also, how can KPATA support these areas
 - Discussion continued on expansion and challenges

KSDE update, Lisa Williams, the report was noted as received for filing.

President's Report, shared by Amber Dejmaj

All Members Meeting April 3rd

- Slate of Officers
- Committee Reports - an email will be sent out to KPATA Committee Chairs.
- Hilary asked the board members for any new ideas for the new members' meeting.

President's Report, shared by Amber Dejmaj, was noted as received for filing.

Executive Director Report, Hilary Koehn

- Hilary shared the Executive Director's report (see link), [February Executive Director Report](#)
- Collaborative learning day is upcoming on April 23rd. All the information went out about registration for that, and Hilary asked all board members to help support KPATA in this.
- The Annual All Members meeting is on April 3rd, it's really important for board members to be present for this meeting.

Executive Director Report, Hilary Koehn report was noted as received for filing.

Bylaws, Policies, and Procedures, Janet Cody

- Bylaws, Policies, and Procedures did not meet in January. Planning to talk about the following at next week's meeting:
 - Termination/2 weeks' notice policy
 - Contracts for KPATA Staff
 - Other outlying policies that need to be finalized

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

Personnel Committee, Amber Dejmaj

- Discussion about Bylaws review
 - Discussed having an outside agency review our bylaws for a legal review in the future.
 - Things recommended to be added to the Bylaws
 - Terms changes to board roles: discussed the possibility of adding past treasurer or an at-large position.
 - How board members are voted on to the board, and how can that include more member input
- Updates shared from the President's meeting with Amber, Hilary, Dana, and Janet
 - Convo about a group to meet and talk about the growth of KPATA - Action Plan Workgroup
 - Reviewed how things are going
 - Board Direction Conversation and positions
 - Brainstorming about requests of KPATA - contingency plans and sessions, KPATA Affiliate program as a support

- Supporting Care Providers' updates and legal agreement
- Staff Contracts
 - Currently only have contracts for educators
 - Would like to have contracts for every staff member of the KPATA staff
- Action Plan - Meeting Date: April 3rd, immediately following the all-members meeting

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

FFPSA Report, Hilary Koehn

- Hilary shared the FFPSA report (see attached link), [FFPSA Documents](#)

A motion was made to accept the FFPSA report by Dana Clary and seconded by Aaron Grunewald.

- Discussion: Janet asked Hilary if not only have referrals for parent skill building reduced, but also referrals all across the different components of FFPSA, have the numbers reduced?
 - Hilary responded that, across the board, the referrals have been reduced. So that is one of the things that DCF has been looking at closely, trying to identify and figure out why that is.

After the discussion, the motion passed unanimously.

Finance Report, Aaron Grunewald

- Aaron shared and reviewed the Finance report, see attached link [Finance Documents-Post-Reviewed](#)

Aaron mentioned that we are still waiting on DCF on how to handle affiliate fees.

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

Advocacy Committee Report, shared by Monique Koerner or Dana Book

- Advocacy Tasks
- Advocacy Days Kansas Home Visiting Advocacy Day March 5



KANSAS HOME VISITING PROGRAMS DAY AT THE CAPITOL

MARCH 5, 2025
8:30 A.M. - 2 P.M.

For questions, please contact:
 HKOEHN@KPATA.ORG

JOIN US

- NETWORK WITH OTHER HOME VISITING PROFESSIONALS
- MEET WITH LAWMAKERS
- LEARN ABOUT THE DIFFERENT HOME VISITING MODELS PROVIDED IN KANSAS

agenda

8:30 A.M. REGISTRATION OPENS
 9:00 A.M. OPENING STATEMENTS
 9:30 A.M. SONGS & FINGER PLAYS
 12:00 P.M. EARLY LEARNING CAUCUS (SPACE WILL BE LIMITED)

LAWMAKER VISITS WILL OCCUR THROUGHOUT THE DAY
(PLEASE REACH OUT TO SCHEDULE YOUR VISITS AHEAD OF TIME)

2ND FLOOR ROTUNDA - NORTH WING
 KANSAS STATE CAPITOL
 300 W. 10TH TOPEKA, KS

[REGISTER NOW >](#)

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

Social Media Committee Report, Angie Mendez

- The Program Submission Request went out to KPATA members, some of them have been coming in, and will be shared on social media
- Trying to make sure that they continue to have a strong presence on social media

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

Education and Training Committee Report, Maria Torres

- Previous Trainings:
 - Safety training - 64 attendees
- Upcoming Trainings:
 - February 20th - Protection Orders in Kansas - 91 registered
 - March 28th - Screen Time Training
 - Substance Abuse - May 14th
- Collaborative Learning Day - April 23rd in Manhattan, KS at K-State Alumni Center

- Sessions Planned:
 - Group connections
 - Visit tracker / PAT Engage
 - Program promotion / Everyday Advocacy - social media, canvas how-tos, elevator speech - (virtual as well)
 - Customized planning guides/enhancement enrichment for home visits (maybe does not lend itself as easily to coordinators) - virtual as well
 - Difficult conversation starters/role play / Family well-being (helpful with reflective supervision)
- We have several sponsors for food, bags, and door prizes
- 52 people are currently registered.
- Hilary asked the board to continue to promote the learning day and help districts understand the importance of this day for the members.
- Dana Book asked for clarification on the abuse and neglect training that should be on the schedule for April 17. Hilary confirmed that that is correct

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

Membership, Nominating and Governance Committee, Dana Clary

- Membership/Training Passes - 305
- Hilary got KPATA cards ordered and will be getting those handed out soon.
- Communication went out to members to nominate/gauge interest for open Board positions
- All Members Meeting April 3rd

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

The next meeting has been moved to March 28th, 12:00 pm if anyone has any conflict and can not attend, please let Hilary or Amber know.

The meeting was adjourned at 1:30

Next Meeting: March 28th, 12:00 pm