



August 2026 Board of Directors Meeting Minutes
August 21, 2026; 12:00 to 2:00 pm

Attendance: Hilary Koehn, Dana Clary, Emily Goetz, Stacie Daniels, Aaron Grunewald, Maria Torres, Amber Dejmaj, Elizabeth Durkin, Tabitha Morris, Brittany Denson, Lisa Williams, Monique Koerner, Allee Hunninghake, Jenny Smith, Becky Stewart

Meeting started at 12:05pm

KOEC update, Lisa Williams

- New email address for Lisa (lisa.a.williams@ks.gov)
- Sprint getting the office up and going, overseeing 20 early childhood programs
- New staff starting with KOEC, Erica, who will be training in PAT FMI and attending many of the meetings, Lisa will still be the main point of contact
- PAT payment schedule will remain the same as previous years
- GAN was sent out in May, with notice that KOEC will begin responsibilities that KSDE has previously done. First grant payments will be issued in September.
- 2026 KS Home Visiting Conference - September 22nd - held regionally with a hybrid of virtual and in-person presentations, \$25 fee this year to help cover food for the conference and venue expenses - Focus on literacy, early childhood brain development leading into early literacy and lifelong learning.
- Proclamation approved by Governor's office - Family Friend and Neighbor Week, September 13-18th, Hilary, Lisa and others will be there for signing.

Allee joined meeting at 12:16pm

Approval of [July 2026 Board of Directors Meeting Minutes.docx](#) -

Stacie moved to approve the July minutes, Maria seconded,
11 yes votes, passed unanimously

President Report, Dana Clary

- President's Meeting Recap
 - Reflecting on past, identifying priorities for new program year, vision board work, determining how best the roles and responsibilities will be handled
- [Board Manual](#)
 - Review of Board Policies & Procedures

Aaron moved to accept the KPATA Board Policies & Procedures Manual as presented, Amber seconded

- Clarification about how updated policies are communicated with staff members, once the Board has approved them.

10 yes votes, passed unanimously

- Reminder: committee member agreements, documents are in the google drive
- Board Member Quick Chats will happen with all board members, time for specific questions and other information to share about
 - o [KPATA Board Member Regional Directors Quick Chats.pdf](#)
 - o [KPATA Board Member Quick Chats.pdf](#)

Noted and received

Executive Director Report, Hilary Koehn

- [KPATA ED goals](#) - reviewed 4 goals set for 2026-2027
- [ED report](#)
 - Presentations for PATNC Conference are due at the end of August
 - Moved for accounting approvals to be done through Quickbooks versus emails
 - Making HV Alliance booklet available on KOEC website
 - Announced Parent Educator of the Year - Congratulations Melissa Lewis!
 - Presentation on September 8th at their BOE meeting
 - Emily sent out the nomination information to each PE who was nominated, and all nominations were recognized on KPATA social media
 - Resources and fact sheets to boost home visiting and help with district and stakeholder understanding
 - Excited about presenters and agenda for KS HV Conference
 - Importance of intentional conversation and vocabulary used within the field, staff, colleagues, educators, professionals, communicating that PAT is part of the team and education programs offered, making sure we are marketing ourselves well

Noted and received

Jenny joined meeting at 12:34pm

Bylaws, Policies and Procedures, shared by Hilary

- [COPY Policy 3004: Advocacy CommitteeRev. Policy 3004 \(8/26\): Policy and Procedures of Advocacy Committee READY for APPROVAL](#)
 - Update to the policy names Vice President as chair of Advocacy Committee

Aaron moved to approve the updated policy, Monique seconded

10 yes, passed unanimously

- [DRAFT \(4.22.26\) Policy 2020: Time Off Policy](#)
 - Update includes bereavement leave for employees, clarified language in holiday leave, added to sick leave explanation, defined vacation leave, clarified

leave for resigning and termination and leave, updates for employees working less than 20 hours per week

Monique moved to approve the updated policy, Stacie seconded

11 yes, passed unanimously

- [DRAFT Policy 2022 - short, non-FMLA version](#)

- Medical Leaves of Absence created in conjunction with NonProfit Connect to accurately reflect the organizations

Monique moved to approve the policy, Maria seconded

10 yes, passed unanimously

- [Policy 3002: Procedures for Audit Committee](#) -

- Removing the policy due to not having an established Audit Committee, these responsibilities will continue to occur in the finance committee, new policies will be written to add these tasks to Policies regarding the Finance Committee

Maria moved to remove Policy 3002, Aaron seconded

11 yes, passed unanimously

- BPP Committee asks that each committee chair review their own Policies and Procedures to determine if their social media expectations are represented in the committee's purpose.

Noted and received

Finance Report, Aaron Grunewald

- [Finance Documents - Post-Reviewed](#)

- Reviewed financial documents, noted comments that Kara (CCA) attaches to reports

Aaron moved to approve the financial documents as presented, Maria seconded

11 yes, passed unanimously

Noted and received

Advocacy Committee Report, shared by Hilary & Allee

- New member: Jennifer Whitefordhouk, Paola PAT
- Reflected on accomplishments of last year
- Reviewed goals and discussed upcoming priorities
 - o We will be focusing on advocacy needs at the local/community and state level
 - o Home Visiting Program Day has been put on the state schedule

Noted and received

Education and Training Committee Report, shared by Maria Torres

- New member: Tracy Suhler, Wichita PAT
- Membership/Training Pass
 - o 2026 - 2027- (295 as of Thursday, 8/20/26)
- Upcoming Trainings
 - o 26-27 Calendar
 - https://drive.google.com/drive/folders/11notCMczJwrQhvp_HAGuOWdwf3-qLvLb
- Past Trainings
 - o Safe Sleep Training: 7/14/26-24 attendees
 - o Show and Share: 7/16/26-22 attendees
 - o KPATA Training: Building a Community Safety Net: 8/13/26, waiting for attendance information from KU, who provided the training
- 2026-2027 Collaborative Learning Day
 - Currently identifying potential venues

Noted and received

Personnel Committee, shared by Hilary

- Committee did not meet in August

Noted and received

Becky joined the meeting at 1:13pm

Membership and Nominating Committee, shared by Emily Goetz

- PE of the Year 2026 Melissa Lewis - September 8th BOE meeting presentation
- All nominees have been notified.
- 2026-27 Goals:
 - o 'Friends of KPATA' campaign - social media campaign
 - o Discussion of KPATA hosted Group Connection(s)

Noted and received

Supporting Care Providers Update, shared by Becky Stewart

- [SCPK Strategic Plan Narrative](#)
 - Narrative of work completed during the 2025-2026 program year, transition to Advisory committee, plan defines objectives for next 3 years, partnership with CCA to partner in Garden City and Dodge City sooner than expected
- [FFN Appreciation Week-September 13th - 18th](#)
 - o SCPK is a Cosponsor with Home Grown
 - o Kansas FFN Care Provider Appreciation Proclamation
 - FFN Provider and Grandchild will be joining the signing in addition to KOEC Staff and SCPK Staff
 - o Kick Off Celebration for SCPK FFN Providers September 12th
- Presenting at PATNC Conference on implementing program in other areas

Noted and received

FFPSA Committee, shared by Jenny Smith

- Bright Futures Program Coordinator Meeting in September
- [Family First Impact | Family First Prevention Services Act](#)
- [FF Evaluation Report_July2026.pdf](#), reports posted to website monthly
- KPATA has started making initial contact with referrals to let them know that program will be contacting them
- Adjustments being made to committee meetings to make them more meaningful

Noted and received

Next Meeting: September 18th - 12 to 2 pm

Meeting adjourned at 1:29pm