

Children's Developmental Services of Campbell County
Board of Director's Meeting
February 23, 2023

MEETING PLACE:

Children's Developmental Services of Campbell County Board of Directors met in a regular meeting February 23, 2023.

CALL TO ORDER:

The meeting was called to order by Chairman Bertine Bahige at 6:20pm.

PUBLIC COMMENT:

There was no public comment.

INTRODUCTIONS:

Present Board Members: Nichole Shelstad, Tyler Watts, and Bertine Bahige. Present Staff Members: Director Bob Tranas, Early Childhood Special Education Manager, Trena Bauder, Early Head Start Manager, Stephanie Stevens, Early Childhood Education Manager, Tausha Edmonds, Financial Services Manager, Jana Webb and Campbell County HR Director, Brandy Elder. Absent: Vicki Gilmour, Board Member

ADDITIONS TO AGENDA:

There were no additions to the agenda.

READING OF MINUTES:

January Board Minutes:

January 25, 2023, Board minutes were reviewed.

Nichole Shelstad made a motion to approve the January 25, 2023, minutes. Tyler Watts seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

Update Strategic Plan

Bob Tranas provided a written and verbal update on each of the Objectives and Key Results. The Strategic Plan is progressing in a positive direction with progress being made on each objective.

NEW BUSINESS:

REGION XIII PDDS:

Update Speech and Language Pathologist (SLP)

Trena provided a verbal update, stating we have had two applicants for the position of SLP. We have offered the second applicant the position and she has accepted the position.

Legislative Update

Bob Tranas provided an update on key State Legislation which would impact our services.

- HB 150 is an act relating to creating a special district within Counties for early childhood education. This bill would be similar to the special districts like the Senior Center and College. HB 150 did not make it to the floor.
- HB 223 is an act relating to education, which would create a grant program for preschool providers as specified. Grants would have been \$50,000 maximum on an annual basis. This bill did not make it to the floor.
- The Budget Bill appears to have passed with a \$4,221,685 increase for developmental preschools. This increase will bring approximately \$1,000 for each child identified on December 1 count to local providers. This will provide an increase of approximately \$135,000 for our program.

EARLY CHILDHOOD EDUCATION:

Teaching Strategies Gold Report:

Tausha Edmonds shared the Teaching Strategies Gold Report for CDS from the December 31, 2022 checkpoint.

EARLY HEAD START:

Funding Guidance Letter:

Stephanie Stevens reported we received notice from the Office of Head Start that our base funds for the year will be \$384,000 plus \$10,000 for training and technical support, for a total amount of \$394,000. Stephanie also reported the grant application is due by June 1, 2023.

COVID Mitigation Policy:

Stephanie Stevens reviewed the draft COVID Mitigation policy. The policy is required by the Office of Head Start, to ensure we have policy and procedures in place to handle a potential outbreak of COVID during the program year.

Nichole Shelstad made a motion to approve the COVID Mitigation policy as submitted. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

Teaching Strategies Gold Report:

Stephanie Stevens shared the Teaching Strategies Gold Report for EHS, from the December 31, 2022 checkpoint.

BUDGET:

2023-2024 Budget:

Bob Tranas provided an update on the budget process to this point. Bob reviewed the Capital Construction requests and explained there will not be a fleet request. Bob also asked the board to consider approving the Capital ITS requests for CDS.

Tyler Watts made a motion to approve the full ITS request as presented. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried.

OTHER NEW BUSINESS:

Board Member Resignation:

Holly Hink submitted her resignation from the board, effective immediately. The board members discussed options for Holly's replacement.

Bylaws Amendment:

There was a discussion to determine the need for an addition to the bylaws, stating when it is allowable to move into executive session. The Board decided not to take action at this time and asked for more

clarification from the County Attorneys office.

2023 – 2024 School Year Calendar:

The board reviewed the proposed calendar for the next fiscal year.

Nichole Shelstad made a motion to approve the 2023 – 2024 School Year Calendar. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

DIRECTOR’S REPORT:

February’s Director’s Report:

There was no additional report for the board.

TREASURER’S REPORT:

January’s Treasurer’s Report:

January Treasurer’s Report was reviewed. 53% of revenues have been received, and 53% have been expended, with 58% of the year passed.

Nichole Shelstad made a motion to accept January’s Treasurer’s reports as submitted. Tyler Watts seconded the motion. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

January Statistical Reports:

The January Statistical Report was reviewed.

EXECUTIVE SESSION:

Nichole Shelstad made a motion for the board to move into executive session to discuss personnel. Tyler Watts seconded the motion. With a unanimous vote, the Board moved into Executive Session at 7:32pm.

Nichole Shelstad made a motion to move back into regular session. Tyler Watts seconded the motion. With a unanimous vote, the Board moved back into regular session at 8:43 pm.

The Board did not take action as a result of the executive session.

NEXT MEETING DATE:

The next scheduled meeting for Children’s Developmental Services of Campbell County Board of Directors is March 29, 2023 at 6:00 P.M. at the Children’s Developmental Services of Campbell County.

ADJOURN:

There being no further business, Tyler Watts made a motion to adjourn. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 8:43 pm.

Respectfully Submitted,

Vicki Gilmour, Secretary
CDS -CC Board of Directors

Bertine Bahige, Chairman
CDS -CC Board of Directors