

Northwest Iowa Community Empowerment

CHEROKEE * LYON * PLYMOUTH * SIOUX

Security and success for children by strengthening families and communities.

EXECUTIVE - FINANCE COMMITTEE MEETING

Minutes

December 6, 2007

11:00 AM - Upstairs Conference Room

Sioux County Office Bldg

Orange City, IA

Lunch Will Be Provided

I. Welcome/Introductions: Rick Droog opened the meeting and welcomed all.

Those in attendance were David Van Ningen, Shane Walter, Mark Sybesma, Jim Henrich, Takysia Larsen, Joyce Vermeer, Mark Leeds and Joy Poppema.

II. Review Minutes of 11-15-07 meeting – Action

The minutes were reviewed with a correction to IV a. – change sent to spent. Jim made a motion to approve with correction as noted. Shane seconded. Discussion on 4a, second paragraph was clarified as correct as stated. Minutes are passed.

III. Old Business

A. Opportunity for committee members/staff to bring items from minutes for discussion

Mark suggested a dollar amount be set for bringing budget items to the board. Mark noted that within line items anything under \$2,500 would be unnecessary. Mark made a motion to make a recommendation from the Exec-Fin committee to bring line items over \$2,500.00 to the board for budget approvals. Jim seconded. Motion carried.

IV. Cherokee Empowerment Designation

Joyce reported on the meeting held between Cherokee Regional Medical Hospital and NW IA Com Emp staff. Nola presented the idea of them serving additional families in need of services in Cherokee County. The correct process would be to have a contract with the hospital. The hospital has an employee trained in the Healthy Families program; N.I.C.E. could contract for one day a week to help with the Healthy Families program. This person would be overseen by Daedra Collins the HF Coordinator. Discussion occurred regarding the precedent this would set for other entities. The committee wanted more information regarding the funding, and what is the best way to administer the program before a decision is made. Input is needed from the local Planning Council. Because of the transition in leadership we will respond in light of all four counties and are seriously considering the option. Nola will inform the hospital of this discussion. It is recommended to get input from the local PC and explore the possibility and have more direction regarding the transition of leadership; until then we will proceed cautiously.

V. Redesignation

A. Community Plan

Joyce has submitted a draft to the Empowerment team for input before our Board approves. Joyce gave an overview of board membership and possible changes needed. There needs to be 51% percent elected or citizens from the total board. Serious discussion has to occur on the way this board operates, there are too many members. According to Open Meeting laws-Non voting members should not be at the table and not allowed to speak unless given permission, especially since so many are providers. David made a motion for The Exec-Fin committee recommend to the Board for the chairman to appoint a committee to the By-Laws to review the by-laws in view of suggestions from the State to make changes. Shane seconded, motion carried.

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Rick noted the board needs to have an understanding and ownership and be involved. David noted we need a commitment from the Board and should be an agenda item for the next three years.

B. Annual Report Changes

David made a motion for a recommendation from the Ex – Fin committee to approve moving funds of \$5692.50 from Parent Support category a new line item for Kindergarten Transition in the Other Service category. Jim seconded, motion carried. Jim made a motion for a recommendation to approve the Annual Plan with the above recommendation, Mark Leeds seconded, motion carried.

VI. Discussion on Staffing

A. Questions

Rick asked if there were questions regarding Nola's resignation. David made a motion that recognition should be made for the advancement that this program has made under Nola's direction. Mark seconded. Motion carried.

B. Present Staffing

Joyce gave a PowerPoint of the present staffing position. Decat does not carry the load it requires to run the programs, part of the reasoning being in-kind of office exp and etc. through Decat.

C. Next Steps

Mark made a motion to recommend from the Exec-Finance Committee to the Board a need for a full time position for administering the Empowerment program. It was noted that the clearer the lines between Empowerment and Decat the better. Cooperation will still need to be at Planning Councils.

Mark made a motion to recommend from the Exec-Fin Committee that Empowerment establishes a full-time position after input from DHS & State Empowerment and officially informs Decat. Jim seconded. Motion carried.

Shane made a motion to recommend from the Ex-Fin Committee to appoint Joyce Vermeer to the position of interim director as of Jan 1, 2008 with salary to be negotiated by the Exec- Committee. Mark L seconded, motion carried.

David made a motion to recommend from the Ex-fin Com to authorize the chair to appoint a committee to begin the search process for a full time director. Shane seconded, motion carried.

VII. Next Meeting- January 17, 2008 at 12:00 Noon-downstairs-Pizza Ranch-Orange City, IA

VIII. New Business

A. Opportunities for committee and public to bring up new items for discussion.

IX. Adjourn – Action