

Northwest Iowa Community Empowerment

CHEROKEE * LYON * PLYMOUTH * SIOUX

"Security and success for children by strengthening families and communities".

Minutes

**Upstairs Conference Room
Sioux County Office Building
Orange City, IA
December 6, 2007
1:00pm**

I. Welcome/Introductions

Rick welcomed all and introductions were made. Mark Sybesma, Jeanne Feeck, Coleman Mc Allister, Audrey Hansen, , Janice Carlson, Jim Henrich, Shane Walter, Mark Leeds, Kandace Koll as alternate representing Joanne Smith, Nathan Stob as alternate representing Dick Sievers, Dan Watson as alternate represent Jana Reilly and Nancy Dykstra. Staff present: Joyce Vermeer, Takysia Larsen and Joy Poppema

II. Review/Approval Minutes –9/06/07 & 10/17/07 meeting

Minutes for Sept 6 and Oct 17 were reviewed. Mark made a motion to approve, Mark Leeds supported. Motion carried.

III. Conflict of Interest

Conflict of interest statements were in each packet. All board members present were asked to review, sign and return to Joy to keep on file.

IV. Executive Finance Report

A. FY08 Financial Statements

The September 30, 2007 financial statements were distributed. There is a \$304,730.32 carryover from FY07. \$50,000 is a reserve and \$25,000+ from interest received last year. It was noted that because the funds were received late last year the staff did a good job of running programs wisely not wasting funds. Mark Sybesma made a motion from the Ex-Fin Committee approve the 9-30-07 financial reports. Mark Leeds seconded, motion carried.

B. Cherokee County

The hospital has proposed to have an employee with Healthy Families training to contract with Cherokee Healthy Families devoting 1/5 time to the Healthy Families program to serve addition families. Due to transition of leadership, the Ex-Fin Committee recommends receiving input from the local Cherokee Planning Council before a decision is made. Audrey made a motion to obtain input from the local Cherokee Planning Council and explore the possibility of a contract with the hospital to serve additional families in Cherokee County. Due to unanswered questions the Board will proceed cautiously at this point. Shane seconded. The question of a time frame for contracting was discussed. This will be dealt with in an express manner depending on the appointment of director or coordinator. Motion carried.

C. Plymouth County Healthy Family

Rick reviewed the monitoring of the Plymouth County Healthy Families program. The Exec-Finance Committee noted significant improvement has occurred and will be reviewed again at the January 25, 2008 meeting.

D. Staffing

Nola has resigned as N.I.C.E. Empowerment Coordinator effective 12-31-07. The Ex-Com recommends a motion for a fulltime position of an Empowerment Coordinator. Structure and

funding will be looked at from other Empowerment areas and the State Empowerment office as to the efficacy of the decision and inform the Decat board of this decision. It was stressed the need for collaboration between Decat and Empowerment for the benefit of the citizens of the four counties. Dan seconded. Motion carried.

The Ex-Fin Committee recommends a motion to appoint Joyce Vermeer as interim director as of 1-1-08 with salary to be adjusted. Dan seconded. Discussion noted the intent is to pursue a full time coordinator as quickly as possible. The staff will need to step up until things are structured. Motion carried.

Ex-Fin Committee recommends a motion to the Board to authorize the Chair to appoint a committee to begin the search process. Jeanne seconded, motion carried.

V. Annual Report

The Exec-Fin Committee recommends a motion for a change on page 27 of the Annual Report: \$5,692.50 to be moved from Parent Support to a new line item "Kindergarten Transitions" in Program Services. Jeanne seconded. This program was not a parent support program and State Empowerment mandates the funding moved from Parent Support to Program Services. Motion carried.

Shane made a motion approve the distributed FY07 Annual Report with the change listed above, Audrey seconded, motion carried.

VI. Redesignation

A. Community Plan

Joyce gave an overview of the Community Plan and noted it should be a living document for the NW IA Community Empowerment Board. The State Redesignation team suggested exploring the option of narrowing down the membership of the Board noting the Board is too big to function well. The Board thanked Joyce for all her hard work and the staff, it is greatly appreciated. If there are additional comments please respond by Monday the 10th so the document can be submitted by the 15th of December. Jim made a motion to submit the Community Plan to the State Empowerment Board, with corrections given. Kandi seconded, motion carried.

VII. Calendar/Next Meetings – January 24, 2008 – 1:00PM-Downstairs – Iowa State Bank-Orange City

VIII. New Business

A. Opportunities for board & public to bring up new items for discussion.

Technical Assistance was offered by the State Team at the Redesignation meeting and should be taken advantage of by the Board and providers who receive funding.

Community Health Partners has their Healthy Families Accreditation visit next week, Dec 10-12th.

There will be an open house for Nola on December 19th from 1-3:00pm downstairs at the Iowa State Bank in Orange City. Joy will email out the invite. The purpose is to recognize Nola for her work in the past and where N.I.C.E. has come from since her employment.

IX. Adjourn