

BSACAP POLICY COUNCIL MINUTES

Date: September 19, 2017

Shawna Williams (S)
Tracy Jenkins (S)
Melinda Hall (S)
Tammy Taulbee (S)
Amber Webb (V)
Delsie Fletcher (S)
Rhonda Newsome (S)
Kathy Arnett (A)
Nellie Chapman (A)
Teresa Adkins (M)
Karen Alsept (S)
Leah Cure (S)
Robin Salyer (S)

Dawn Fitzpatrick (CR)
Steve Walters (V)
Amanda Walters (M)
Victoria Ray (M)
Brandi Johnson (V)
Leslie Ratliff (A)
Chris Moore (M)
Sue Brown (CR)
Brittany Chaney (S)
Amber Koch (M)
Patricia Fleming ??
Christi Smith (S)

(M) Member, (A) Alternate, (CR) Community Representative, (S) Staff, (V) Visitor

Meeting Called To Order By:

Roll Call:

Vice Chairperson: Amber Koch

Staff Secretary: Shawna Williams

Approval Of Minutes:

Members received and reviewed the minutes without questions.

Motion Made By:

Victoria Ray

Seconded By:

Teresa Adkins

Motion Carried:

Yes

New Business:

Financial Report:

Members received and reviewed the financial report and credit card expenditure. Mr. Jenkins did point out there were some line items in the negative. Money from other line items will have to be moved to cover expenses.

Motion Made By:

Amanda Walters

Seconded By:

Teresa Adkins

Motion Carried:

Yes

Budget Modification for 2016-17 Budget:

As a follow-up to the discussion about the financial report, Mr. Jenkins explained that we were over budget especially under the PA-20 line item by roughly \$24,000 mainly due to paying for staff college courses. I asked for a motion to move money from certain line items to cover the areas that had been overspent.

Motion Made By: Sue Brown
Seconded By: Amanda Walters
Motion Carried: Yes

Statistical Report:

Members received and reviewed the statistical report. Family Services Manager Melinda Hall complimented County for having the highest average daily attendance and Johnson and Magoffin Counties for having the most volunteer hours.

Approval of Model City Substitute:

Ms. Koch asked for a motion to approve the hiring of Samantha Harris for a Model City substitute. Ms. Harris is a former Michigan Preschool teacher.

Motion Made By: Amanda Walters
Seconded By: Sue Brown
Motion Carried: Yes

Policy Review & Approval:

Members were emailed various health related policies for their review prior to the meeting. Health Manager Tammy Taulbee was present to explain the need for updating policies so that they could be in accordance with new performance standards. Those policies that were updated were: *consent for follow-up services, dental child health provider and insurance* (this is a totally new policy), *developmental-behavior screening, hearing screening, involving parents, parent authorization & informed consent, parent refusal of services, referral evaluation, speech language screening, tracking follow-up, vision exam, vision screening, and setting up physical environment.*

Motion Made By: Victoria Ray
Seconded By: Sue Brown
Motion Carried: Yes

Director's Report:

Martin County is struggling with meeting their funded enrollment. Mr. Jenkins said this was the first time he had been director that a program could not find enough kids. Mr. Jenkins also said at the next meeting, provide members with a handout reflecting the programs attendance for the last 6 years and whether they are meeting the mandatory 85 percent attendance.

Enrollment Status Report:

Mr. Jenkins said Martin County still lacked 5 children to meet their enrollment and Magoffin County had a significant amount of over income children. Pike, Johnson, and Floyd counties are not struggling with enrollment.

Nutrition Report:

Members received and reviewed the nutrition report without question.

Preparation for Policy Council Transition:

Mr. Jenkins pointed out there were some new members in attendance. He thanked them for being present. Members that had served the last year on the policy council were presented with certificates of appreciation. Jenkins said only new members needed to attend the October meeting. He also asked that anyone that interested in being a community representative to submit a short letter to him explaining why they wish to be on the council.

Business from the Floor:

Members voted to have the October meeting at Reno's Roadhouse in Prestonsburg. If that space is unavailable they opted for Pig in a Poke also in Prestonsburg. Hearing no other business from the floor, Ms. Koch asked for a motion to adjourn the meeting.

Motion Made By:

Victoria Ray

Seconded By:

Sue Brown

Motion Carried:

Yes

Vice Chairperson



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Ms. Koch



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