

# Director's Report

## February 2020

### Early Intervention:

- Staff will be attending several trainings; OT/PT: Pediatric vestibular training in Denver May 2<sup>nd</sup> and 3<sup>rd</sup>; SLP's and Family Service Coordinators to Infant and Early Childhood Conference in Washington May 6-8<sup>th</sup>.

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### Early Childhood:

- We will be sending a staff member to a training in Casper, they will become a certified playground consultant.
- Kitchen staff are participating in a local Serve-Safe class.

### Early Head Start:

- We have hired a new Administrative Assistant, Ashley Salmon. She will start once we receive the background checks.
- Work will start on the annual grant application, due June 1, 2020.

### Financial:

- Revenues and expenditures are consistent.
- Carol and Emily have been busy going to Tyler trainings, learning about the new financial system. This is scheduled to be fully operational by July 1, 2020.

### Personnel:

- We have received a resignation from one of our SLP's. The resignation is effective in May.
- We are requesting the Personnel Committee to assign a pay range and band for a Speech and Language Pathology Assistant.

### Other:

- Leadership Wyoming
  - I attended a session in Cheyenne, February 18<sup>th</sup> – 22<sup>nd</sup> the focus was on State Government and military. We will have an opportunity to meet with our legislators.
  - March will be in Lander March 18-20, 2020. We will learn about culture and economic diversity.
- I have applied to be on the Governors Early Childhood State Advisory Council.
- I will schedule a new Commissioner orientation with Colleen Faber.

### Facility:

- The playground on the West side will need considerable work, it is not up to code. We are working with the Parks Department to get a budget for potential 1% request in next year's budget.