

Children's Developmental Services of Campbell County
Board of Director's Meeting
August 25, 2021

MEETING PLACE:

The Children's Developmental Services of Campbell County Board of Directors met in a regular meeting, August 25, 2021.

CALL TO ORDER:

The meeting was called to order by Chairman Bertine Bahige at 6:00p.m.

PUBLIC COMMENT:

There was no Public Comment.

INTRODUCTIONS:

Board members present Wendy Balo, Holly Hink, and Bertine Bahige. Cindy Reardon and Tyler Watts were present via Teams. Director Bob Tranas, Early Childhood Special Education Manager Trena Bauder, Early Head Start Coordinator Stephanie Stevens, Early Childhood Coordinator Tausha Edmonds, Financial Services Manager Jana Webb, and Senior Administrative Assistant Melissa Kline.

ADDITIONS TO AGENDA:

Bob Tranas added the WY Inclusion Model Program Implementation Grant.

READING OF MINUTES:

July 2021:

July 2021 minutes were reviewed.

Wendy Balo made a motion to approve the July 2021 minutes as submitted. Holly Hink seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

The board completed the election process for upcoming vacant offices. The results are as follows:

Chairperson: Bertine Bahige
Vice-Chairperson: Holly Hink
Secretary: Wendy Balo
Treasurer: Tyler Watts

Wendy Balo made a motion to approve the assigned officers to the specific offices. Holly Hink seconded. With a unanimous vote, the motion carried.

NEW BUSINESS:

There was no new business.

REGION XIII PDDS:

Grant Application – Letter of Intent:

Bob Tranas shared a letter of intent with the board that informs the State Department of Health of our intention to apply for funding.

Child Count Numbers:

Trena Bauder shared that our numbers are increasing, they are starting to reflect the numbers prior to COVID-19.

Wyoming Inclusion Model Program Implementation:

Bob Tranas presented an Application Announcement that would permit CDS to be a model demonstration site for the State of Wyoming.

Bertine Bahige made a motion to approve submission to the application to be a model site. Wendy Balo seconded. With a unanimous vote, the motion carried.

EARLY CHILDHOOD EDUCATION:

Standards Committee Update:

Tausha Edmonds provided an update on the progress of the Standards Committee.

Creative Curriculum:

Tausha Edmonds provided an update from the Annual training held in August.

EARLY HEAD START:

Information Memorandums:

Stephanie Stevens shared an Information Memorandum from the Office of Head Start. The memorandum updates terms used in official documents, correspondence, and other communications.

Notice of Award – Continuation:

Stephanie Stevens presented a Notice of Award from the Department of Health and Human services. EHS received the full grant award for the program year beginning 9/1/21 through 8/31/22. The total amount of the Award is:

Federal Funds:	\$371,256
<u>Non-Federal Match:</u>	<u>\$ 93,916</u>
TOTAL:	\$465,172

Wendy Balo made a motion to accept the Notice of Award in the amount of \$465,172. Holly Hink seconded. With a unanimous vote, the motion carried.

Notice of Award - COLA

Stephanie Stevens presented a Notice of Award from the Department of Health and Human services. EHS received the full request for COLA funds in the amount of \$4,407.

Holly Hink made a motion to accept the Notice of Award in the amount of \$4,407. Wendy Balo seconded. With a unanimous vote, the motion carried.

Annual Self-Assessment:

Stephanie Stevens shared the schedule and assignments for the review. Wendy Balo volunteered to attend a home visit with EHS.

BUDGET:

There was no discussion on Budget.

OTHER NEW BUSINESS:

There was no other new business.

DIRECTOR'S REPORT:

Director's Report:

Bob Tranas provided a written Director's Report for August.

TREASURER'S REPORT:

July Treasurer's Report:

Jana Webb presented the June Treasurer's Report.

6% of revenues have been received, and 5% have been expended. With 8% of the year passed.

Wendy Balo made a motion to accept the July Treasurer's Report as submitted. Holly Hink seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

July Statistical Report:

The June statistical report was reviewed.

ADJOURN:

There being no further business, Holly Hink made a motion to adjourn. Wendy Balo seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 6:46 pm.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is September 29, 2021 at 6:00 P.M. at the Children's Developmental Services of Campbell County.

Respectfully Submitted,

Cindy Reardon, Secretary
CDS -CC Board of Directors

Bertine Bahige, Chairman
CDS -CC Board of Directors