Children's Developmental Services of Campbell County
Board of Director's Meeting
October 30, 2019

MEETING PLACE:
The Children's Developmental Services of Campbell County Board of Directors met in a regular meeting October 30, 2019 at the Children's Developmental Services of Campbell County.

CALL TO ORDER:
The meeting was called to order by Chairwoman Wendy Balo at 7:02 p.m.

PUBLIC COMMENT:
There was no Public Comment.

INTRODUCTIONS:
Board members present were: Wendy Balo, Carol Yonkee, Bertine Bahige, Cindy Reardon, and Tyler Watts. Director Bob Tranas, Early Head Start Coordinator Stephanie Stevens, Early Childhood Coordinator Tausha Edmonds, Early Intervention Coordinator Trena Bauder, Senior Financial Specialist Carol Curtis, and Senior Administrative Assistant Melissa Kline.

ADDITIONS TO AGENDA:
Trena Bauder added Interpreter Contract.

READING OF MINUTES:
Cindy Reardon made a motion to approve the September 2019 minutes as submitted. Bertine Bahige seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:
Board Self-Assessment:
Wendy Balo introduced the self-assessment to the Board. The Board will start the self-assessment in June.

NEW BUSINESS:
REGION XIII PDSS:
National and State Child Identification Rates:
Trena Bauder discussed the Part B and Part C identification rates for Wyoming compared to other States and National averages.

December 1 Count Update:
Trena Bauder provided an update with the current number of children signed to Part C and Part B services. Trena shared that based on current numbers and one more month to find and identify children, we may have a higher December 1 Count than December 2018.

Interpreter Contract:
Trena Bauder presented a contract for Spanish Interpretation with Belinda Macias at the rate of $25.00 per hour.

Carol Yonkee made a motion to approve the contract as submitted. Cindy Reardon seconded. With a unanimous vote, the motion carried.

EARLY CHILDHOOD EDUCATION:
Annual Self-Assessment Plan:
Tausha Edmonds provided an update on the new annual self-assessment for preschool. This is a NAEYC requirement.

Instructional Assistant- Professional Development Plan:
Tausha Edmonds presented a training plan and update on the new Wyoming Early Childhood Professional Learning Collaborative.

EARLY HEAD START:
PIR Snapshot Report:
Stephanie Stevens presented a summary for the 2018-2019 Program Information Report. This report is due each year on August 31, 2019.

Child Assessment:
Stephanie Stevens presented child progress data from Teaching Strategies Gold.

Information Memorandum:
Stephanie Stevens presented an Information Memorandum for Eligibility for kinship Care and Accounting Simplification for EHS.

Governance, Leadership, and Oversight capacity screener:
Stephanie Stevens presented the screener that is required to be completed at the beginning of each five-year grant cycle.

BUDGET:
There was no discussion on the Budget.

OTHER NEW BUSINESS:
There was no other new business.
DIRECTOR’S REPORT:
Bob Transa provided a verbal report for October. The report included: EIP, Part C ($10,000.00 for training), New EC in the Otters Class, Family Letters for new rates starting January 2020, EHS Conference, New HR Director hired, Leadership Wyoming update, New Dietetic Intern, Policy for expelling children, and November meeting with Maintenance.

TREASURER’S REPORT:
September’s Financial Report:
Carol Curtis presented the September Financial Report to the Board.
  25% of the year expended
  23% of income received
  19% expended

Bertine Bahige made a motion to accept the August Treasurer’s Report as submitted. Cindy Reardon seconded. With a unanimous vote, the motion carried.

Quarterly Federal Financial Report:
Carol Curtis presented the Quarterly Federal Financial Report.

OTHER NEW BUSINESS:
There was no new business.

STATISTICAL REPORT:
The September statistical reports were reviewed.

ADJOURN:
There being no further business, Carol Yonkee made a motion to adjourn. Cindy Reardon seconded. With a unanimous vote, the motion carried. Meeting adjourned at 8:12 pm.

NEXT MEETING DATE:
The next scheduled meeting for Children’s Developmental Services of Campbell County Board of Directors is November 27, 2019 7:00 P.M. at the Children’s Developmental Services of Campbell County.

Respectfully Submitted,

Cindy Reardon, Secretary
CDS -CC Board of Directors

Wendy Balo, Chairwoman
CDS -CC Board of Directors