

**IHSA BOARD MEETING
November 15, 2023**

Members Present: Julie Lang, Sharon Burke, Alyssa Caldbeck (had to leave early), Meghan Judisch (had to leave early), Matthew LeClere, Cindy Davis (had to leave early), Gina Randall, Taylor Lynch. Joined later - Dr. Robert Welch, Denise Tapscott, Kim Puetz (had to leave early)

Ad Hoc Members Present: Lori Ferris, Monica Garner, Katherine Harrington

Guests: Matt Eide, Maddy Bradley, Tony Reed

Members Absent: Danni Segebart

Public Forum: None in attendance.

Meeting called to order by Sharon Burke at 9:02 AM. Mission read by Taylor Lynch.

Agenda Items	Agenda Item	Discussion/Action Taken/Task Assignment
Approval of Agenda		Cindy Davis moved to approve the Agenda. Meghan Judisch seconded. Motion carried.
Approval of Minutes		Matthew LeClere moved to approve the Minutes. Alyssa Caldbeck seconded. Motion carried.
Treasurer's Report	Fiscal Report	Finance Committee met last week to review all financial reports. Matthew LeClere stated we are turning profit which is ok for a non-profit as long as we spend responsibly. Matthew LeClere moved to approve the Fiscal Report. Gina Randall seconded it. Motion carried.
	Bills to pay	Lori's travel to KC for mileage, some ink copies for November meeting. Lori stated it would cost \$580 to have taxes filed with Denman, which seems to be in line and reasonable. Matthew LeClere moved to pay the bills. Meghan Judisch seconded. Motion carried.
Strategic Plan	Strategic Plan Review	Lori asked if any questions regarding the Strategic Plan, no comments from Board Members.
Executive Director Report		Lori shared Director's Report (see Board Meeting Packet). No questions or comments by Board Members.
Committee Reports	Education Committee	Julie Lang reported – committee met to review the Annual Meeting survey responses. Reviewed the upcoming PD schedule. Lori noted that Feb. 7 changed to Professional Development and will be about iPower, open to anyone who is interested. Jan 10 CCRR training is open to anyone interested. Feb 22 Real Colors Training will have an AM session for those who haven't completed training and a PM session for those looking to dive into the application portion. Looking at Delta Dental grant to try to have a mental health training, could be as early as next school year or this summer. Discussion around training in July for programs who want to meet the Unemployment requirements for their staff by having them come in for PD, will discuss that with Program Directors. Only 12 signed up for Cultural Competency Training.
	Marketing Committee	Meghan Judisch reported – looking to add professional attire to sell. Created and sent flyer for interest in ISHA Committee openings. Conversation has started on Legislative Breakfast info and to get parents and staff to attend. Working on video to onboard state social workers. Working on one pager for Head Start Awareness and eligibility.
	State Awards	Lori Ferris reported – sending out another email to remind programs to making nominations for awards. Will form committee within next few months to review nomination packets.
	Statewide Service Committee – Monica ICAA & TTA @ 9 AM	ICAA – Partner report by Katherine Harrington. Planning a Legislative Breakfast once session starts Feb 14. Contemplating poverty simulation with Iowa Hunger Coalition – something IHSA be interested in participating in? Idea that coalition groups would come together and host for legislators close to beginning of their session

	<ul style="list-style-type: none"> - ICAA - HSSCO - T/TA - Region VII Head Start Association - NHSA 	<p>as an awareness tool for them. Community Action focusing on educating newer legislatures on what Community Action is and what we do. Waiting report from HHS Assessment, was going to be released at end of October but still haven't received anything. Speculation it might land the day before Thanksgiving. Boards & Commissions Committee activity – the network is feeling they'd like to have someone with lived experience in poverty on the board and wonder if Head Start would like to work together to find someone for that. Alyssa Caldbeck asked if they were going to compensate that person. Katherine stated she believes they will be advocating for it to be a paid position, but ultimately it's a decision to be made by HHS.</p> <p>HSSCO – Monica reported, see report in Board Packet.</p> <p>TTA – Cathy Swackhammer couldn't attend. QCIT is being offered in January.</p> <p>NHSA – pushing a lot of sign ons with the recent budget cut discussions.</p>
<p>Old Business</p>	<p>Annual Meeting – Review</p> <p>Audit Discussion</p>	<p>Went well. No Board comments/questions/concerns.</p> <p>Lori Ferris looked into audit costs, per Cindy Davis' request last meeting. Merriweather \$10-11,000, Performance Financial \$6-8,000, and Denman \$3,800-4,800. Most Associations are not paying for a formal audit. Matt LeClere reported that he researched and organizations bringing in less than \$75,000 a year don't need to have an audit and gave his recommendation that this wouldn't be justified within our budget to pay for this with other financial aspects we already have in place. Lori stated that Tony Reed mentioned Central Iowa Juvenile Center could become our Fiscal Agent in the future for about \$2000 a year and an audit would be part of their process. No further discussion.</p>
<p>New Business</p>	<p>Board Calendar update for 2023/2024</p> <p>Legislative Agenda – Eide Walton attending at 9:30 AM</p> <p>Employee of Record agreement – Tony Reed attending at 10:10 AM</p>	<p>Lori Ferris made adjustments to Board Calendar within Board Packet to reflect current circumstances. No Board discussion/questions. Robert Welch motioned to accept the changes to the Board Calendar. Meghan Judisch seconded. Motion carried.</p> <p>Matt Eide & Maddy Bradley with Eide Walton joined the meeting at 9:30. Shared out a Powerpoint with background information. House: Republicans – 64, 25 new. Democrats – 36, 15 new. Senate: Republicans – 34, 5 new. Democrats – 16, 2 new. Issues for 2024: Postpartum Medicaid Expansion, Statewide Pre-K, HHS Alignment, Childcare Assistance. Key Education Legislators: House Policy: Skyler Wheeler, Craig Johnson, Sharon Steckman. Senate Policy: Ken Rozenboom, Jeff Taylor, Herman Quirnbach. Budget: Carter Nordman, Jeff Taylor, Chris Cournover, Robert Henderson, Tracy Ehlert, Cindy Winckler. Key HHS Legislators: House Policy: Ann Meyer, Devon Wood, Beth Wessel-Kroeschell. Senate Policy: Jeff Edler, Mark Costello, Sarah Trone Garriott. Budget: Mark Castello, Joel Fry, Jeff Edler, Hans Wilz, Molly Donahue, John Forbes. Advocacy 101: build a relationship with your legislators, Day on the Hill, utilizing Eide Walton, make sure you are on their list for the newsletter. Lori explained that thoughts will be shared with Directors and then have in place by January 1.</p> <p>Tony Reed, out of Central Iowa Detention Center, joined meeting to discuss employee of record agreement. Serve 90 in Iowa, many similar to ours with one employee. Have been in business for about 15 years. Can provide HR & Payroll, etc. and keep cost low. Every group sets their own benefits and pay – you maintain complete control, they simply implement it. Administer all benefits – unemployment, taxes, IPERS, PTO, holiday, leaves, etc. 26 days a year plus 10 state holidays. Administrative fee is \$95 a month for us. Standard would be a 1 month clause to break this contract, if needed. Timeline: approximately a couple weeks to turn around and get this employee of record agreement in place. Lori shared the budget template completed by Tony Reed of January 1st and March 1st, both reflecting full time (40 hours) plus benefits.</p>

	<p>2024 Membership Dues</p> <p>R7HSA open board seat – staff rep</p> <p>Julie Lang's appointed seat – replacement</p> <p>Committee Representation – Marketing/Education/Spring Conference/Capacity Building</p> <p>April 2-3, 2024 – IHSA Spring Conference</p>	<p>Questions and discussions around options. Matt pointed out since hiring an Executive Director our Association has made progression toward meeting goals of strategic plan and increased revenue. Matt made recommendation to make full time position as of January 1. Cindy Davis brought up differences in contracted verse employee-based salary amount. Tony Reed provided a full year, 12 month, projection as well. Concerns brought up for how we can afford this price increase. Matt LeClere explained the budget over the past 9 months and how it's increased and will be sustained through various sources and donations, etc. Julie Lang mentioned support for moving forward with full time position so the Association doesn't move backward in progress. Matthew LeClere motioned to adjust the Executive Director position contract to 40 hours a week, from 30 hours a week, beginning January 1st. Julie Lang seconded. Motion carried. Lori Ferris logged off Zoom so the Board could have conversation regarding benefits and pay. Matthew LeClere motioned to begin benefits January 1st with an adjusted salary to reflect a decrease in hourly pay by \$2.50/hr. Robert Welch seconded. Motion carried. Executive Committee had private conversation with Lori presenting new salary & benefits suggestion beginning January 1. Lori agreed to this.</p> <p>Lori Ferris reported on other Associations within our Region and their dues, stating that Iowa has the lowest dues. A rate comparison chart was shared per agency with our current rates of dues \$1800 plus \$1 per child versus an example chart with change of dues to \$1,500 base plus \$3 over 100. A change similar to this would make it more equitable for the smaller programs. Discussion on this arises from NHSA pushing capacity building and encouraging state associations to look at increasing membership rates as being the most sustainable way. Discussion around slot reduction across state affecting membership rates. Julie Lang made motion to keep base pay \$1800 but change to \$2 per child instead of the current \$1. Matt seconded. Motion carried.</p> <p>Robert Welch volunteered to take over seat of Julie Lang. Julie Lang made the motion to approve. Denise Tapscott seconded. Motion carried.</p> <p>Julie appointed Tonya Weber to replace and finish out Julie's seat on Board beginning January 2024. Julie Lang motioned to approve. Matt LeClere seconded. Motion carried.</p> <p>Lori asked for volunteers from board to be on committees and asked programs to have their employees volunteer as well so that we have representation from each specialty area.</p> <p>Lori explained she would discuss this further as it gets closer.</p>
Agency Messages	Upcoming PD/Networking, Spring Conference, Award nominations	Suggestion to move next Board Meeting to March 7 instead of March 13 so that Board Members can meet after the Legislative Breakfast (scheduled to occur March 7 th from 7:30-9:00 AM) and then have Board Meeting afterward from about 10:00-2:00 in person with a virtual option. Denise motioned to move March 13 th meeting to March 7 th following the Legislative Breakfast. Julie Lang seconded. Motion carried.
Next Meeting	January, 24, 2024 – 9am-12pm – virtual	
Adjourn		Meeting adjourned at 12:45 PM.