

Minutes
Washington County Empowerment
June 28, 2007

Board Members Present: Edie Nebel, (treasurer- Health), Megan Jones-Schiebel (chair-citizen), Jim Miksch (Board of Supervisors), Jennifer Callahan (citizen), Mark Schneider (education), Paula Buckwalter (business)

Board members absent: Janis Gruber (faith), Ed Brown (citizen), Sue Kos (citizen), Karen Andrew (DHS)

Advisory members present: Tasha Beghtol (Empowerment Coordinator), Jerri Leighton (CCR&R)

Meeting called to order @ 4:30pm with a quorum established
Minutes of the May 31, 2007 meeting were approved as submitted

Financial Report: Financial report was submitted and reviewed by Edie Nebel. It was noted that there was an additional expense in EC related to mileage that was originally tracked by the Board as FY06 expense. Tasha explained that it was recently understood that the Auditor works on a cash basis and accrued expenses are not accounted for. The \$39.37 was originally tracked as last years expense, but must now be added to the current Board report for FY07.

Edie explained that there was an extra column (I) in the report this month to show estimated carry over. Tasha explained that the Mini Bus carryover was greater than the balance because they have unexpended funds in their account that will be coming back to the Board after June 30.

Board Functions Committee: Tasha Beghtol handed out and reviewed the revised fiscal agent contract for GEODE RC&D. Tasha explained that the contract had been modified by GEODE after the last Board meeting. It was noted that item H on page 4 was new language. Motion by Mark Schnieder, second by Megan Jones-Schiebel, to approve fiscal agent contract FY08 with GEODE RC&D modifications. Motion carried.

Tasha handed out and reviewed employer of record contract for coordinator position relating to the Board. It was noted that this contract includes portion of expenses relating to coordinator position management by GEODE. Motion by Jim Miksch, second by Mark Schnieder, to approve employer of record contract with GEODE RC&D. Motion carried.

Program Committee: Mark Schnieder reviewed handouts relating to RFP recommendations and review process. Mark noted that the committee consisted of 5 people, but only 3 fully reviewed and scored RFPs. Mark explained that the committee met 3 times over the past month and had to cut approximately \$190,000 due to lack of empowerment allocations available to fund all requests. The committee decided at the first meeting to not score individual providers, both school based and private, and to focus on programs that were previously funded and capable of providing support for many providers, including those being denied funding directly.

Jim Miksch asked about GWAEA and the Every Child Reads proposal. It received a high score, but was not being recommended for funding. Mark and Megan explained that it was a good proposal and a high quality class, but requires extensive time and commitment from providers to attend. It was determined that this training might be best served if it was offered every other year to help ensure participation. Mark also noted that it was somewhat of a duplication of another literacy program being recommended by the committee.

Mark noted that the motions for approval would need to be in three separate motions to allow for conflict of interest. **1)** Recommendation for Love & Logic \$3,400 **2)** recommendation for Parents Place \$14,215, Child Care Nurse Consultant \$11,330, and Parents as Teachers \$152,138.26 **3)** All remaining recommendations for funding FY08.

Motion by Jim Miksch, second by Megan Jones-Schiebel, to approve recommended funding for Love and Logic. Motion carried. Paula Buckwalter abstained. Conflict of interest due to being facilitator of program and proposal writer.

Motion by Jim Miksch, second by Paula Buckwalter, to approve recommended funding for Parents Place, Parents a Teachers, and Child Care Nurse Consultant. Motion carried. Edie Nebel abstained. Conflict of interest due to being Public Health Administrator and contractor for recommended programs.

Motion by Jim Miksch, second by Paula Buckwalter, to approve all remaining recommendations for funding in FY08. Motion carried.

Budget FY08: Tasha reviewed the EC and SR budget to be submitted to the state for approval. Tasha explained that the forms had come directly from the state team and the carve outs are indicated. The recommendations made by the program committee were put into the correct carve out to align with funding and allowable expenses for that carve out. It was noted that some recommended contracts had to be split throughout the budget to fit into the required state carve outs.

Edie asked about carry over funds and how they factor into allocations in the budget. Tasha explained that, in general, but not exclusively, carryover remains in the program line if it is a continually funded program (i.e. PAT). Discussion was held about preschool support dollars and the allocation for the Minibus. Tasha noted that the estimate cost needed to serve children with transportation would be \$12,000. Mini Bus carry over remained in their line item and \$3000 in new monies was allocated to equal the amount needed. Tasha also noted that if carryover was not bound by state regulation to remain in a specified line item then it was shifted to help make the budget work with committee recommendations.

Motion by Mark Schnieder, second by Edie Nebel, to approve FY08 budget as submitted. Motion carried.

Meeting adjourned 5:40pm.

Consensus to not have a July meeting and resume in August.

Next meeting Thursday August 23rd, 4:30 pm