

April 17, 2020

Dear Board Member:

The board is scheduled to meet at 6:00 pm on Thursday April 23, 2020 by Zoom meeting.

The Zoom meeting information has been emailed to you and sent by a calendar invitation. If you need to enter the information manually, please use:

Topic: CMCA Board Meeting

Time: Apr 23, 2020 06:00 PM Central Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/98493458211>

Meeting ID: 984 9345 8211

If you just want to call in you may dial:

+1 312 626 6799

Meeting ID: 984 9345 8211

Please note that this is NOT a toll free number but CMCA will reimburse you for any cost you incur.

I'm looking forward to meeting with you virtually on Thursday.



Darin Preis, CCAP
Executive Director

Enc.

NOTICE OF MEETING

Notice is hereby given that the CMCA Board of Directors will conduct a meeting at **6:00 p.m.** Thursday April 23, 2020 by Zoom meeting.

Topic: CMCA Board Meeting
<https://zoom.us/j/98493458211>
Meeting ID: 984 9345 8211

AGENDA

- I. Call to Order – Welcome
- II. Consent Agenda Items
 - a. Approval of Agenda
 - b. Minutes from February
 - c. Head Start Report
 - d. Fiscal Reports
 - e. Credit Card Statement
 - f. Remove Kris Scheperle
 - g. United Way Grant
 - h. Boone Community Trust grant
 - i. MHDC COVID grant
 - j. CTF License Plate Partner Renewal
 - k. Fulton/Callaway County Supportive Housing grant
 - l. Executive Committee
 - i. Emergency Leave policy
 - ii. Request for non-federal waiver
- III. Program Updates
 - a. HS Child Outcomes
- IV. Action Items
 - a. Audit
- V. Board Discussion
 - a. COVID Discussion
 - i. CARES Act funding
 1. CSBG
 2. WBC
 3. Head Start
 4. LIHEAP
- VI. Executive Directors Report
 - a. IM-Head Start Modular Units
 - b. PI-FY 2020 Supplemental Fund in Response to the Coronavirus Disease 2019 (COVID 19)
- VII. Adjourn

CMCA Mission: To empower individuals and families to achieve self-reliance

CMCA is committed to equal opportunity. If you are disabled and need an accommodation such as an interpreter for the hearing-impaired, please contact our office. A three-day notice is required for scheduling. Representatives of the news media may obtain copies of this notice by contacting:

Shonda White, Executive Assistant

CMCA 807-B North Providence Road, Columbia, MO 65203

Phone: (573) 443-8706, Ext. 1026

CENTRAL MISSOURI COMMUNITY ACTION

Board of Directors Meeting
Minutes from February 26, 2020

Board Members Present

Charles Melkersman	Mark Brinkman	Susan Hart	Heather Berkemeyer
Carolyn Lewis	Charles Roll	Jean Ispa	Alice Brandt
Janet Thompson	Jodi McSwain	Karen Digh-Allen	Michelle Barg

Board Members Absent

Aland Winders	Amanda Grellner	Cynthia Jones	Don Decker
Jeremiah Johnmeyer	Kris Scheperle	Yolanda Galbreath	
James Steele	Ann Anderson		

Conference Call

Donna Ward

Staff Present

Darin Preis	Beth Vossler	Shonda White	Christine Lindsey
Julie Aitkens	Jessie Yankee	Angela Hirsch	Kelley Lucero

A Quorum of the CMCA Board of Directors is present.

- I. Call to Order-Welcome
Charlie Melkersman, Board President called the meeting to order at 6pm.
- II. Consent Agenda Items
 - a. Approval of Agenda
 - b. Minutes from January
 - c. Head Start Report
 - d. Fiscal Reports
 - e. Credit Card Statement
Motion to approve Consent Agenda: Susan Hart
Second: Carolyn Lewis
Motion approved
- III. Program Updates
 - a. Women's Business Center
A check for \$1000 was presented to Jessie Yankee, Director of The Women's Business Center to help focus on minority and women, from the Community Foundation of Central Missouri. Jessie reviewed the programs it currently offers and outcomes. She informed the board she would be applying for tax credits for the ASPIRE program to help fund next 3 years in more prisons. She also plans to partner

with AARP to help people over 55 years old to work on starting a new business in retirement.

b. Development-

Cheryl Unterschutz, Public Relations Manager, reported to the board. Website has been refreshed. Private donations are up 61% from last year and the COMO Gives total was increased this year by 106%. Direct mail donations and the average amount of donations also increased. The Promise Gala is scheduled for May 14, 2020 and the website for it is Gala.showmeaction.org. Each county will have a basket at the gala with items from its area to action off.

c. Boone County Community Organizer

Kelley Lucero, Boone County Community Organizer, reported to the board. Volunteer hours valued at minimum wage since 2011 surpassed \$1 million this year. Kelley described the wide variety of meetings and groups in Boone County that she is involved in and how these groups work together to help our clients. She also informed the board of the online resource guide that she made that has resources in all counties. It can be found at resource@showmeaction.com. She also informed the board about the USDA Home Loan program currently offered through the agency and the ROC (Re-entry Opportunity Center) program she is involved in that helps people being released from prison connect to resources.

d. CSBG Contract Updates

Darin Preis, Executive Director, informed the board that approximately \$4.3M of CSBG discretionary funding will be distributed to CAAs across the state. CMCA has been allotted approximately \$284,000. These funds have traditionally been used to start up CSBG contracts in October regardless of the federal appropriation of subsequent year's funding level. Auditors of the State CSBG unit determined that this is not an allowable practice. The board discussed options for these funds and determined that they should be used to implement the current plan. This will create a budget cushion in the fall of 2020 while Congress finalizes a budget and the State implements that budget in the form of agency contracts. The State will be processing exact funding levels and preparing amended contracts in the next few weeks.

Motion to approve Susan Barg

Second: Janet Thompson

Motion approved

IV. Action Items

a. Head Start Selection Criteria

Beth Vossler, Head Start Director, reported on the Selection Criteria for Head Start enrollment. Our criteria is based on Performance Standards, community data and need. Additions to the criteria included consideration of participation in other agency programs. The Policy Council also added weight on the selection criteria for children with disabilities. The board discussed all recommendations.

Motion to approve Head Start Selection Criteria: Susan Hart

Second: Alice Brandt

Approved

b. Bylaw Revision

Darin Preis asked the board to reflect on the email he sent out 5 days ago regarding a revision to the bylaws. The revision reflected the Board Governance Review and added a statement that the Office of Head Start would be notified when certain committees were formed.

Motion to add Bylaw Revision-Mark Brinkman

Second-Charlie Roll

Approved

c. Three County HS/EHS grant

Beth Vossler indicated that she is getting ready to submit CMCA's Year 2 continuation grant for our three new counties (Benton, Hickory, and Morgan) that is due April 1 for approximately \$1.6 million. She will align our goals across the agency by using the same 5-year goals and enrollment targets that we used in our traditional grant. Head Start enrollment will be 60 and Early Head Start will be 44. Recommended for approval.

Motion to approve grant: Alice Brandt

Second: Mark Brinkman

Approved

Beth also reported on progress to date with no action necessary:

Hermitage center is open with HS and EHS. Ribbon cutting will be scheduled in the Spring. Outdoor equipment will be installed in early spring.

Warsaw- A lease for a building should be signed by Monday. The facility was most recently a church and is half a mile from the high school. There will be two phases of renovation. The upstairs will be modified to accommodate two big classrooms. The second phase will include renovation of a walk out first floor to accommodate a Early Head Start room. We intend to sign the lease with the intent to buy the building after getting federal approval.

Morgan- We are completing the federal 1303 process that would allow us to purchase the building. The start up funding we received will be used to purchase the building. Once we have approval to proceed, we will need to make some modifications to the building to meet our needs.

d. Request for non-federal match waiver for three counties

Beth Vossler described the challenges associated with meeting non-federal matching requirements. These are even more challenging when facilities are not yet fully operational. We are required to generate approximately \$400K of non-fed match in our three-county grant. To date we have earned approximately \$18K. Once we are fully operational we will be able to meet the matching requirement but we do not

believe it is possible to earn the match this year. Beth asked the board for approval to request a non-federal matching waiver for the current fiscal year.

Motion to submit a non-federal waiver request for 3 counties service area:

Mark Brinkman

Second: Carolyn Lewis

Approved

e. 1303 Supplement for Benton County (Warsaw) potential building purchase

Motion to start the 1303 process to purchase the building in Warsaw:

Susan Hart

Second: Mark Brinkman

Approved

f. Social Emotional Learning Environment grant

CMCA applied for this grant last year and was invited to apply again this year. The grant is for \$25K to support the social and emotional development of Head Start children..

Motion to approve the grant:

Alice Brandt

Second: Charlie Roll

Approved

V. Executive Directors Report

a. PI- The U.S. Department of Health and Human Services' Secretary Azar Lowers Head Start Service Duration Requirement to 45%

b. IM-Inclusion of Children with Disabilities

c. Board agreed to have April 23 meeting in Boonville with a ribbon cutting and to view the new building.

VI. Adjourn

Motion to adjourn: Alice Brandt

Second: Carolyn Lewis

Motion approved

X

Board President

HEAD START REQUIRED REPORTS

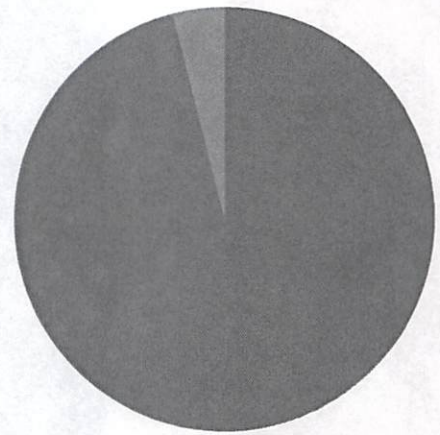
ENROLLMENT



INCOME ELIGIBILITY

Over Income Elig. Mar

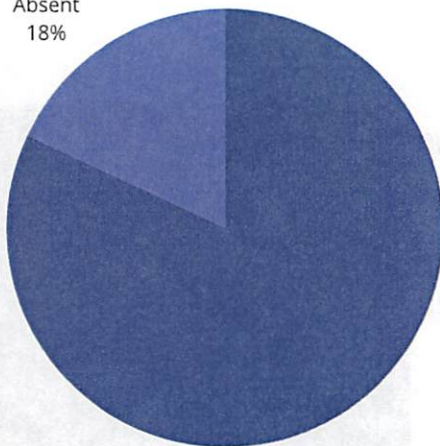
4%



Income Eligible Mar
96%

AVERAGE DAILY ATTENDANCE

Absent
18%



ADA Mar
82%

MEALS PROVIDED

7,500

5,000

2,500

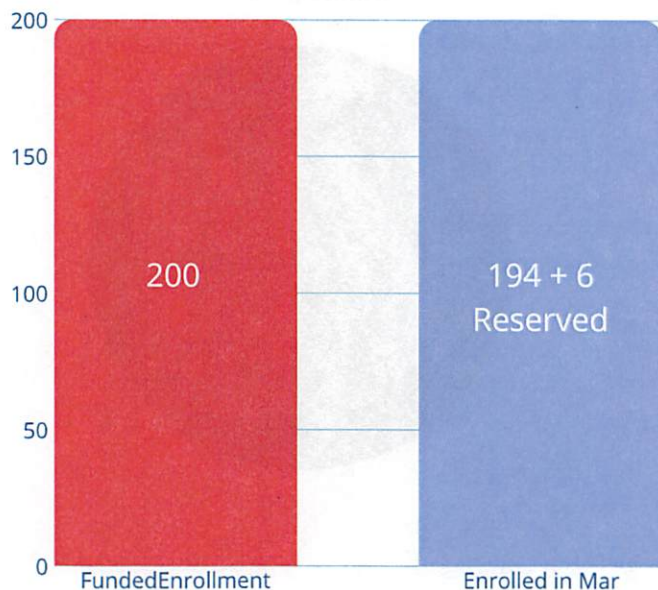
0

5,247

Meals for Mar

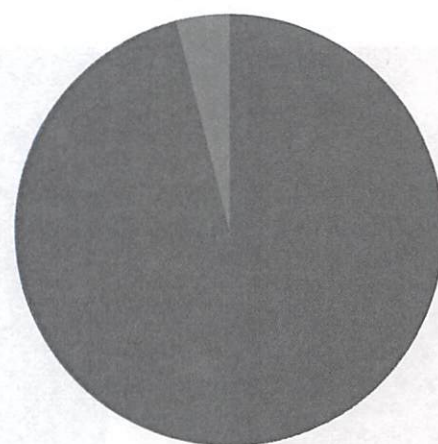
EARLY HEAD START REQUIRED REPORTS

ENROLLMENT



INCOME ELIGIBILITY

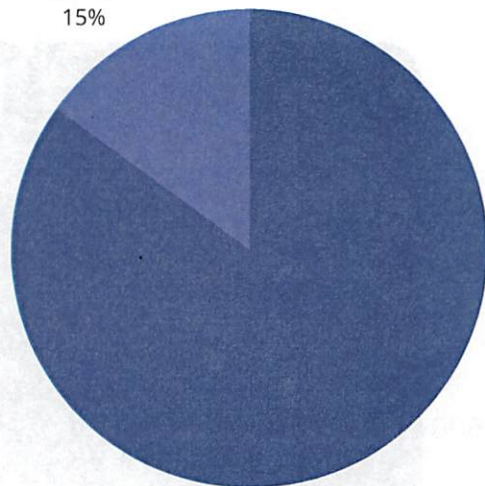
Over Income Elig Mar
4%



Income Eligible Mar
96%

AVERAGE DAILY ATTENDANCE

Absent
15%



ADA Mar
85%

MEALS PROVIDED

4,000

3,000

2,000

1,000

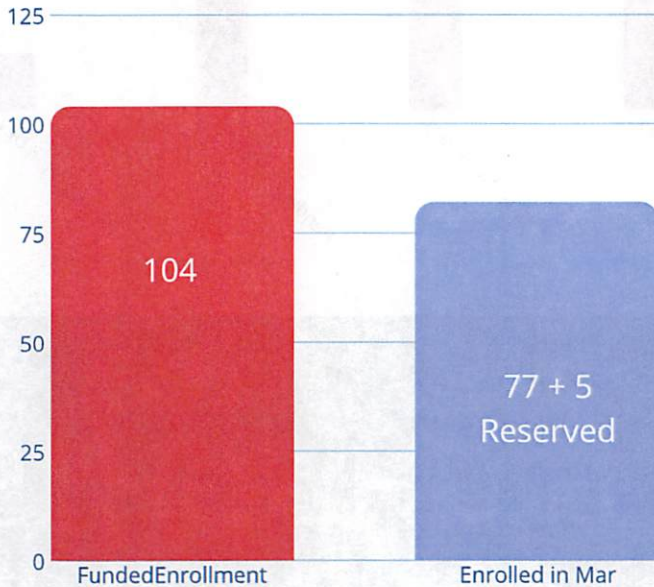
0

3,233

Meals for Mar

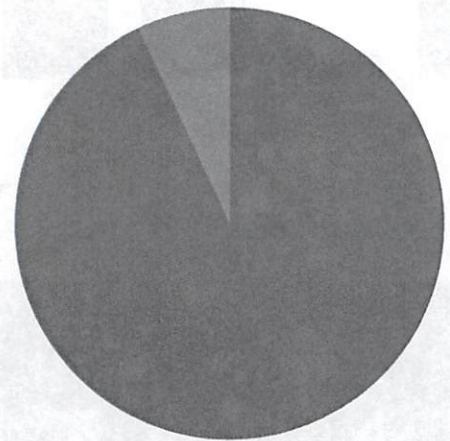
NEW AREA: EARLY/HEAD START REQUIRED REPORTS

ENROLLMENT



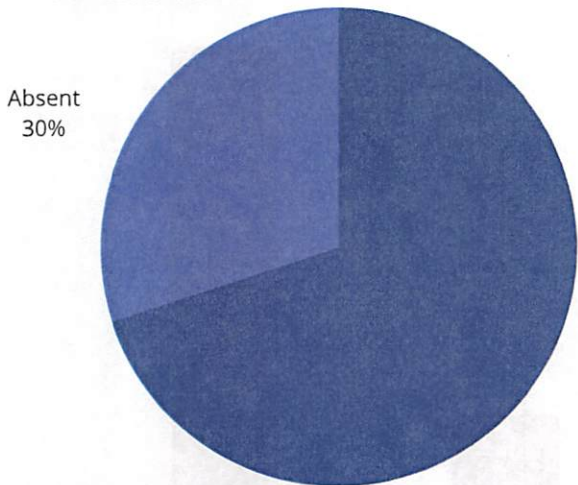
INCOME ELIGIBILITY

Over Income Elig Mar
7%



Income Eligible Mar
93%

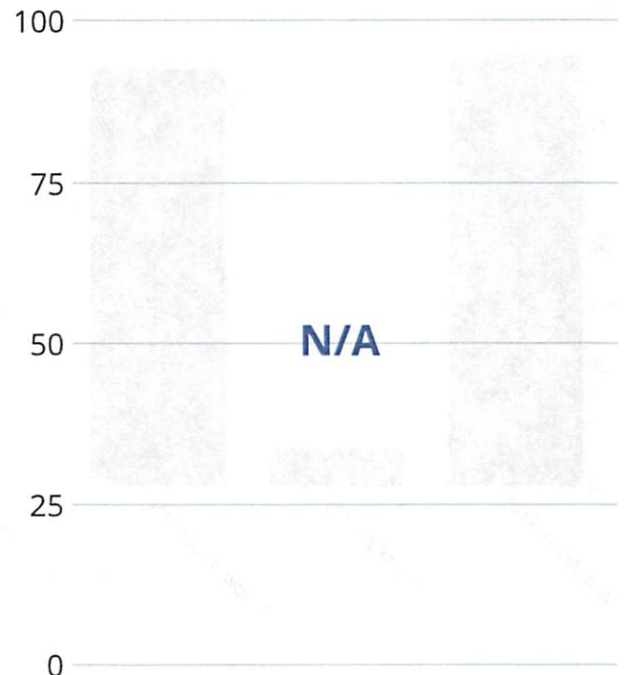
AVERAGE DAILY ATTENDANCE



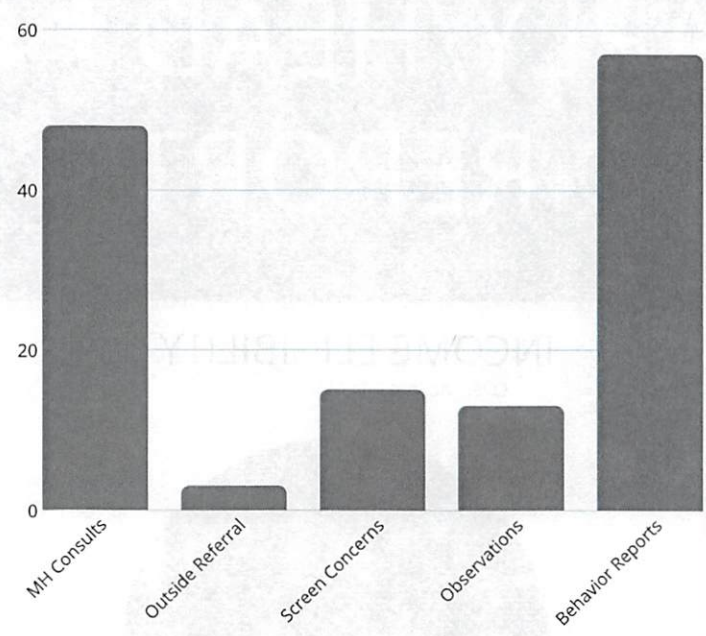
ADA Mar
70%

Hermitage Classrooms only.

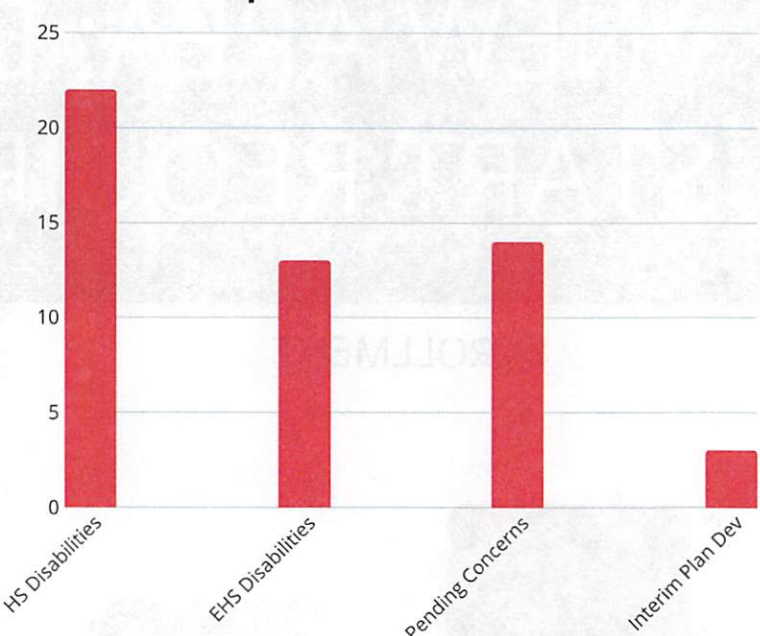
MEALS PROVIDED



Mental Health & Behavior



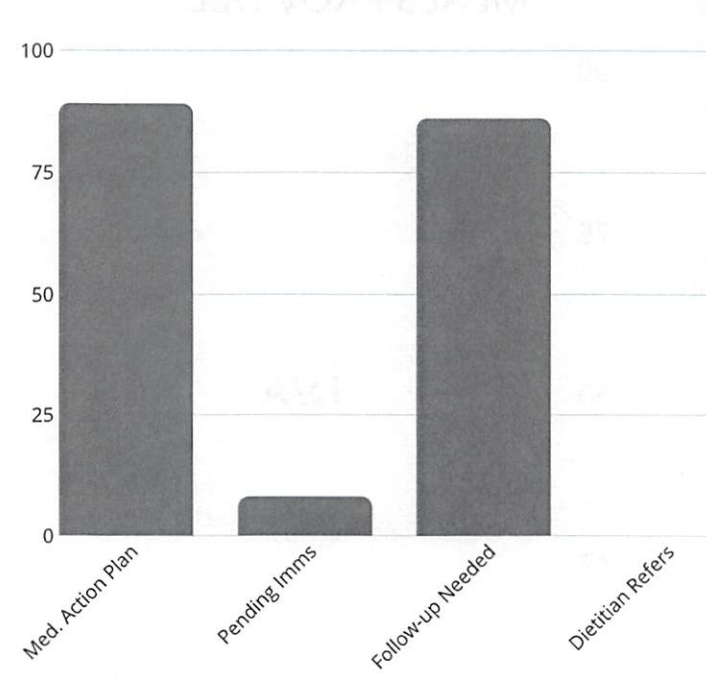
Special Needs



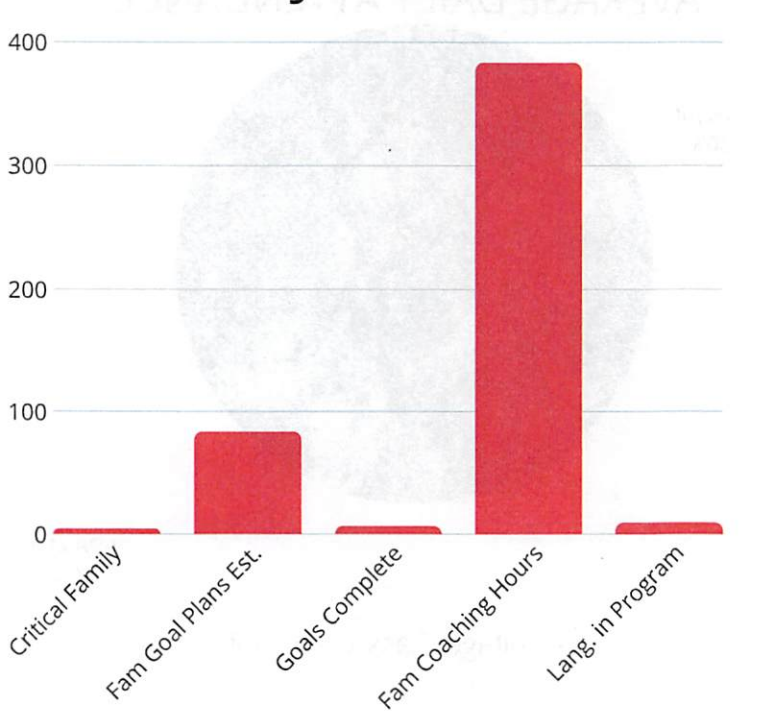
CONTENT DATA HIGHLIGHTS

March 2020

Health & Nutrition



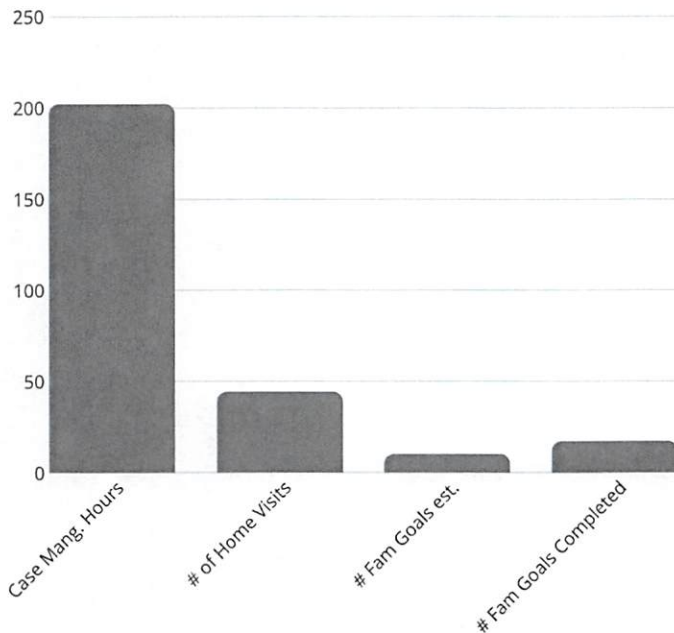
Family Indicators



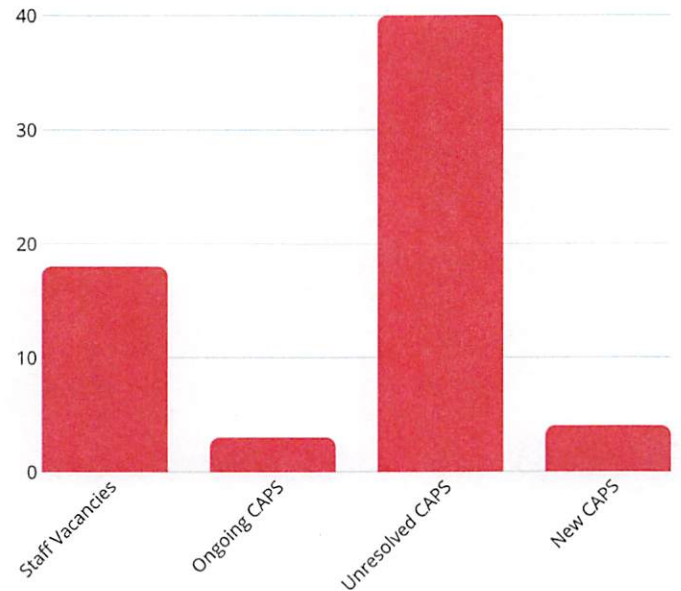
CONTENT DATA HIGHLIGHTS

March 2020

BRIDGE Indicators



PDM Indicators



PROGRAM UPDATE

COVID-19 monopolized the major of staff work and planning time as well as their own personal preparation. The Agency closure allowed staff to social distance themselves and adjust to their children's new way of "attending" school. Staff work remotely at this time providing as much support as possible to CMCA Members in need.