



# GOVERNING BOARD MEETING MINUTES

956 South Main Street, Colville, WA 99114

January 18, 2011

## *Attendance*

### Regular Members

Clancy Bauman  
 Fran Bolt  
 Rachel Haley  
 Mike Hansen  
 Sue Harnasch  
 Bob Heath  
 Kelsey Fortier  
 Malcolm Friedman  
 Carolyn McKern  
 Laura Merrill  
 Alison Price  
 John Prietto  
 Paul Schaffner  
 Dave Windom  
 Lois Whyson

### Alternate Members

Don Dashiell

### Staff

Kelly Charlton  
 Kathy Dugan  
 Barry Lamont

### Guest

*\*Alternate Representative attending for Regular Representative*

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- Governing Board Chairperson Sue Harnasch called meeting to order at 6:03 PM and all in attendance introduced themselves.
- The agenda was reviewed and “Appoint N.E.W. Alliance Representative” was added to the Governing Board Chairperson’s Report. Clancy Bauman made a motion to approve the addition, John Prietto seconded and the motion carried.
- The December 7, 2010 minutes were reviewed. Carolyn McKern made a motion to approve the minutes, Clancy Bauman seconded and the motion carried.

## **GOVERNING BOARD ORIENTATION – Barry Lamont**

A packet of agency information containing an agency brochure, a new member agency and Governing Board overview, agency by-laws, agency articles of incorporation, a Governing Board committee list, agency and Governing Board organizational charts, parliamentary procedure guidelines and information regarding policy versus management boards was distributed to all members. Barry briefly reviewed each document, provided an overview of meeting structure and also reminded members that they are ambassadors of our agency and should represent themselves as such when they are out in the community.

## **COMMITTEE REPORTS**

### **Executive Committee**

- **No meeting**

### **Finance Committee**

- **November and December 2010 Finance Reports**

Finance Committee Chairperson Mike Hansen reported that the committee reviewed the November and December 2010 finance reports. Mike made a motion to approve the reports. Carolyn McKern seconded and the motion carried.

- **Annual Audit and Management Letter**

Mike also reported that the Finance Committee reviewed the agency's annual audit and management letter. There were no findings. Mike made a motion to accept the audit and management letter, Dave Windom seconded and the motion carried.

### **Administrative Committee**

- **No meeting**

### **Planning Committee**

- **No meeting**

### **Head Start Committee**

As the Head Start Committee chairperson Teresa Hill was absent, Dave Windom reported for the committee. Dave reported that the committee reviewed the program's monthly data, the HHS Information Memorandum – Locally Designed Options, and NHTSA letter on Head Start Re-Competition Proposed Rule.

Dave also reported that the committee reviewed and discussed the "Eligibility, Selection, Acceptance, Enrollment and Recruitment Policy and Procedure. Clancy Bauman made a motion to approve the policy and procedure, Lois Whysong seconded and the motion carried.

# INTER-AGENCY ADVISORY BOARD / COUNCIL REPORTS

## Family Support Center and Kids First Advisory Board

Family Support Center & Kids First Advisory Board representative John Prietto reported that the program is moving ahead with the BootCamp for New Dads which will be held on February 3rd at Mt. Carmel Hospital.

## Youth.Com Advisory Council

Youth.Com Advisory Council Kelsey Fortier reported that the program is currently planning the annual Girl Power event. This year they are recruiting middle school aged girls from the tri-county area which is something new. She also reported they are working on submitting two additional grant applications to help fund the program. The program continues to fundraise by selling potholders and they are raffling three donated quilts.

# GOVERNING BOARD CHAIRPERSON'S REPORT

Governing Board Chairperson Sue Harnasch appointed members to committee as follows:

- Lois Whyson, representing Selkirk Consolidated School District - Head Start Committee
- Kelsey Fortier, representing Youth.Com Advisory Board - Head Start Committee
- Rachel Haley, representing Head Start Policy Council - Head Start Committee
- Robert (Bob) Schwartz, representing N.E.W. Alliance - Finance Committee

# EXECUTIVE DIRECTOR'S REPORT

## • Children's Advocacy Center Funding

The governor's proposed budget cuts funding for all Children's Advocacy Centers. Rural Resources operates Kids First Children's Advocacy Center; if funding is cut we would lose this program. Information regarding how to write legislators to protest the funding cut was provided to all Governing Board members.

## • Energy Assistance

Barry provided an overview of the Energy Assistance services provided to date in Ferry, Lincoln Pend Oreille and Stevens Counties. The majority of households served so far are senior citizens, disabled and young families. So far we have pre-qualified over 3,000 households of the 8,200 who have requested services. Predicting services with the existing funding commitments, there will be approximately 1,600 households left un-served. We are hoping to receive additional funding at the end of the season in order to serve those 1,600 households.

## • Community Needs Assessment (Four County Survey)

Barry distributed a summary of the four-county needs assessment we conducted in Fall 2010. This summary will also serve as the agency's community needs assessment which we are required to conduct every three years to ensure the agency's service focus and spending is on track.

## • New Logo

The agency's new logo was presented to the board. To help promote the new logo, all Governing Board members received tote bags with the new logo embroidered on them.

## **EXECUTIVE DIRECTOR'S REPORT (continued)**

- **Board Membership**

N.E.W. Alliance's representative will be Bob Schwartz who lives and works in Ferry County. In addition, the City of Newport has verbally accepted a position on our board with their mayor serving as their representative.

- **Next Governing Board Meeting**

The next Governing Board meeting will be Tuesday, March 22, 2011.

## **NEW BUSINESS**

- Ferry County Commissioner Bob Heath reported that Ferry County passed the one-tenth of one percent increase in sales tax which will fund county chemical dependency and mental health services.
- **Malcolm Friedman made a motion to adjourn the meeting at 7:00 PM, Alison Price seconded and the motion carried.**