

Kids Central Incorporated
Board of Directors Meeting
February 21, 2006

The Board of Directors of Kids Central Incorporated met on February 21, 2006 at the Kids Central Administration office. Donald Baker, Chairperson, called the meeting to order at 11:07 a.m.

Board Members present: Donald Baker, Rick Sutherland, Ed Hutchinson, Jewell Askins and Shannon Scott
Staff present: Darrell Edwards, Lisa Barton, Chris Austin, Kim Addison, Sandra Willis, Mary Collins, and Myrlene O'quin
Others present: Wes Robbins, Kenny Gilley, Jodi Spriggs and Teresa Adkins

Minutes:

Donald Baker asked if anyone had any comments or questions regarding the minutes from the last meeting. With no more questions or comments, Ed Hutchinson made a motion to approve the minutes of the previous meeting as written. Jewell Askins seconded the motion. The motion carried.

Finance Report:

Lisa Barton handed out the financial statements. She stated that we have spent 63% of our Head Start funds and 65% of our Early Head Start funds through the end of January. We seem to be on target with our budget.

In-kind is low, due primarily to the loss of the blended program and the use of a center in Clinchco Elementary. We need the Board's approval to request a waiver for approximately \$150,000 of in-kind. Next year staff will be oriented in what should be documented as in-kind and we need to do as an agency to increase our in-kind contributions.

Jewell Askins asked if we need to do a schedule of in-kind for the last two to three years and write an explanation for the reason for the shortfall this year. Lisa stated that would have to be done for the waiver.

Ed Hutchinson made a motion to allow KCI to request a waiver of in-kind for approximately \$150,000. Shannon Scott seconded the motion. Motion carried.

Policy Council Report:

During February's PC meeting, Children Incorporated presented their agency and its purpose. This agency sponsors children. Jodi Spriggs is here today to present this information to the Board of Directors later during the meeting.

The Policy Council is holding Breastfeeding Support Group meetings for anyone who would like to attend. These meetings are held at KCI on the second Monday of each month. The PC is also beginning car seat safety training. Training dates are to be announced later.

Rick Sutherland, a Policy Council Representative to the Board of Directors is being nominated to the Board of Directors. He will resign as a member of the Policy Council.

New Business:

Insurance Proposal:

Darrell Edwards states that our benefits package is not where it needs to be. Our current insurance policy has high premiums and low benefits to the employees. This new proposal is more cost effective.

Darrell is proposing to change our group health coverage from Anthem Blue Cross Blue Shield to John Deere Health. There will be some cost to the agency but in two to five years, the agency should see tremendous savings.

Wes Robbins has been working on this proposal for several months for us. The new insurance will offer an HRA (Health Reimbursement Account) for employees. This information was presented and given to all staff during a December meeting with favorable approval from staff.

Ed Hutchinson asked what means will be used to generate the initial funds for the HRA. Darrell stated that John Deere's premiums are approximately 21.4% less than Anthem and this money could be used to fund the HRA. Usually during the first year, employers fund only 80% of the HRA amount.

Darrell stated he would like this change to become effective March 1st.

Donald Baker inquired about the cost of the insurance. Darrell stated that with Anthem, we are paying approximately \$26,000 per month. This will be reduced \$5,000 - \$6,000 and these funds will be used for the HRA account. With the HRA, any unused funds by employees will roll over to the next year. Darrell states there is no short-term winner with this change, but in the long run, everyone wins. Donald asked if the employees are satisfied with this change. Darrell stated that the employees were agreeable with the change, at least the employees who currently have insurance coverage.

What does John Deere offer as incentives? Wes Robbins states that John Deere is big on preventive health care. This plan is basically the same type of coverage as with the Anthem plan. John Deere also has no pre-existing condition clause.

Ed Hutchinson made a motion to accept the change of KCI's group health insurance plan to John Deere Health effective March 1, 2006. Shannon Scott seconded the motion. Motion carried.

Old Business:

Clinchco:

Chris Austin stated that all work to the center has been completed. We are waiting on a Certificate of Occupancy and the Health Department and licensing to do an inspection. Jewell Askins asked for a tentative date of opening. Chris states he expects the middle of March.

Appalachia II:

We have approval to purchase the Appalachia Church building but we will have to receive formal approval from Philadelphia prior to the purchase. We will need more information from the Church's attorneys and formal approval from the Board of Directors for the procedures of the funds used to purchase this property.

New Members:

We have one new member nominated to the Board of Directors and a current Policy Council member nominated to the Board of Directors.

Shannon Scott recommends Rick Sutherland and Teresa Adkins. Teresa is a new member who works with youth through the Upward Bound program at UVA-Wise, and Rick is a current Policy Council representative to the Board of Directors.

Shannon Scott made a motion to accept Rick Sutherland and Teresa Adkins as new Board of Director Members. Ed Hutchinson seconded the motion. Motion carried.

Shannon Scott made a motion to accept Rick Sutherland and Teresa Adkins as new Board of Director Members. Ed Hutchinson seconded the motion. Motion carried.

Paul Buchanan has resigned from the Board of Directors and has recommended Keith Viers from Dickenson County to the Board. Keith was not present at this meeting.

Child Day Care Center – Clintwood:

KCI was hoping this proposal would be effective March 1st, but we do not think it is possible because the proposal has not been presented to the Dickenson County Board of Supervisors yet.

It is better for KCI to be the landlords because we are currently paying 26% of operating costs now. Long-term goals could be better met with us running the center than to be the tenants.

Keith Viers has read the proposal and agrees with its contents. We are just waiting on the Board of Supervisors to review it. Donald Baker believes Dickenson County Board of Supervisors will take their time to make a decision on this. Darrell stated the date on the proposal could be changed.

Donald Bakers states he feels 26% is too high for the use of one room in that facility.

Jewell Askins asked if Keith Viers is nominated to our Board of Directors, would there not be a conflict with him currently sitting on People Incorporated's Board of Directors. Donald Baker explained that Keith could not sit on both Boards. He would have to resign from People Incorporated's Board before he could be a member of ours.

Shannon Scott stated that Keith would make a good member of our Board but he recommends Darrell talk with him and explain our concerns.

Federal Review:

Federal Reviewers were here for six days and visited the centers, rode a bus route, talked to parents and the Policy Council, and reviewed all of our documentation. We were briefed daily on what they were doing. We will have some findings but Darrell does not believe they will be bad. We should have the report by the end of March and we will have ninety (90) days from then to correct the problems.

Policy Council Report:

The Personnel Committee conducted a performance evaluation on Darrell Edwards. This evaluation was six months late and future evaluations need to be conducted in a timely manner. The committee gave Darrell a vote of confidence and stated things seemed to be on-line with what needs to be accomplished. The committee agreed to give Darrell an increase in salary.

New Business:

New Hires:

Trista Willis has been promoted to a Teacher at the St. Paul center. Heidi Woodruff has been hired as a Bus Monitor for the Esserville center. She will also monitor Ramsey and Hawthorne centers until we hire monitors for those centers.

Shannon Scott made a motion to accept the above promotion and new hire. Ed Hutchinson seconded the motion. Motion carried.

Children, Incorporated:

Darrell Edwards stated that at February's Policy Council meeting, a representative from Children, Inc. gave a presentation to us regarding their agency. This agency will get sponsors for the children in our program and these sponsors will help with school supplies and clothes, and will also send presents for Christmas and birthdays. We need approval from the Board to continue to examine this program and the consideration of a partnership with them. This program can continue for the children throughout their school years if the local schools will partner with them. Children can send letters to and receive letters from their sponsors.

Jodi Spriggs stated that she spoke with Renee from Children, Inc. and scheduled the presentation. Jodi's daughter was in this program in Kentucky and she states it is a wonderful program. Children, Inc. would like to begin with just one (1) center and then expand because of the number of children we serve. She states it will take approximately one (1) month to obtain sponsors for these children.

Children, Incorporated needs a coordinator for this area and Jodi Spriggs has agreed to take this duty.

Darrell stated this is a good program. Jewell Askins asked what our role is. Jodi stated that we need to get parents approval for their children to participate in this program. Our role would be to help the children write letters to their sponsors. Jewell asked if Board approval was actually needed for this. Darrell stated that our name will be associated with this program and we need to explore their program more.

Shannon Scott made a motion giving KCI permission to explore the possibility of working with Children Incorporated by locating sponsors for the children in our program. Jewell Askins seconded the motion. Motion carried.

Recruitment:

Our new recruitment campaign will be unveiled the seconded week of March. Our goal is never to be under enrolled. We are currently twelve (12) over enrollment. We will have difficulties with recruiting this year. Wise County Schools believe we should only serve three (3) year olds and at age four (4) they should began public school. We will advertise through brochures, newspaper ads and television.

Written Plans:

Kim Addison presented the Education Written Plan. These plans were mailed to Board members prior to this meeting for their review. Ed Hutchinson made a motion to approve the Education Written Plan. Jewell Askins seconded the motion. Motion carried.

Chris Austin presented the Family and Community Partnership Written Plan. This document was given to each Board member for review and will be discussed at next month's meeting.

Space Lease at Haysi:

Darrell Edwards stated that Charles Hay called and told him of an agency that works with the local colleges and high schools in tutoring. They needed office space to operate from and Charles asked if we could help. Darrell has allowed them to use a room upstairs at the Haysi building. We have given them a desk, cabinet and chair to use. Darrell said they might be able to work with some of our children.

Jewell Askins states she knows of an agency such as this in the area that does this type of service but they charge for their service. If this company does the same, we should not allow them to use our space without charging them for it. Donald Baker said if they are a for-profit agency, they should be charged rent.

Shannon Scott made a motion to table this discussion until the next meeting. Ed Hutchinson seconded the motion. Motion carried.

Grant Application:

Our grant application is due March 1st. The figures on our proposed budget are close to the figures submitted to Philadelphia in October. We received an information memo stated that all new budgets will be cut 1% beginning October 1, 2005.

Rick Sutherland made a motion to approve and submit the grant application. Shannon Scott seconded the motion. Motion carried.

Open Comments:

There were no open comments.

Read Across Kids Central:

Kim Addison presented to the Board a program we are doing called Read Across Kids Central. It is a spin off of Read Across America. The slogan of this program is stop, drop and read. Volunteers go to the centers and the children will stop and drop what they are doing to let the volunteer read to them. She asked the Board member and the Policy Council members to participate in this program.

Some of the other activities happening this month include Dr. Suess' birthday celebration, a book fair, a book drive and watching the Curious George movie.

The next Board of Directors meeting will be held March 21, 2006 at the Kids Central Administration Office at 11:00 a.m.

This meeting adjourned at 12:16 p.m.