

New Opportunities, Inc.
Board Meeting Via ZOOM

MINUTES

Thursday, December 8, 2022
4:00 p.m.

- I. **Recognition and Congratulations to Brent Wilhelm (4 Years), Tom Contner (9 Years) and Gary VanAernam (9 Years) of service on the Board of Directors.**
- II. **Meeting was called to order by Board President Eugene Meiners at 4:10 p.m.**
 - A. Welcome and Introductions

Present: **IN-PERSON:** Denis James

VIA-ZOOM: Eugene Meiners, Jeff Cayler, Erica Burris, Terry Striegel, Cindy Wallace, Mark Hanson, Carl Legore, Deb Lightner, Jerome Kuster, and Carolyn Masters.

Excused: Gary VanAernam, Kathy Kluis, Jon Hays, Peg Hamilton, Tom Contner, Lori Campbell, Brent Wilhelm, Peggy Galletley, and Kim Denman.

Staff Present: Chad Jensen, CEO; Sheri Mertz, CFO; Jenni Schlichte, Board Recorder
 - B. A motion was made for the approval of the Amended Agenda by Terry Striegel and seconded by J.D. Kuster. Motion Carried.
 - C. A motion was made for the approval of the October 27, 2022 Board Minutes by Mark Hanson and seconded by Carolyn Masters. Motion carried.
- III. **CFO Reports – Sheri Mertz**
 - A. Sheri discussed with the Board the financial reports ending October 31, 2022. She noted the SUTA rate for 2023 is increasing from 4.3% to 7%. With this increased rate the agency would be contributing over twice as much as their annual claim if they continue in the insurance pool. Due to the financial hardship this puts on the agency, we have requested to move to Direct Pay. Due to a majority of the unemployment claims being HS and the financial impact it will have on the program, Sheri is recommending establishing a self-insurance reserve in accordance with CFR 75.431. There was general discussion of various line items. A motion was made to accept the financial reports ending October 31, 2022, and

move forward with the self-funded application and reserve for SUTA by Carolyn Masters and seconded by Denis James. Motion carried.

IV. CEO Reports – Chad Jensen

- A. Gene, Chad, and Sheri presented a Policy Council update to the Board.
- a) HS / EHS, and CB EHS, October 2022 Financials.
 - b) All charge account activity for October 2022.
 - c) The October 2022 HS/EHS Program Reports.
 - d) School Readiness Plan for Fall (will be available in January)
 - e) Policy 533 Early Head Start Transition to Head Start. A motion was made to approve the Policy 533 EHS Transition by J.D. Kuster and seconded by Carl Legore. Motion carried.
 - f) HS/EHS Selection Criteria: No changes were made to the current Selection Criteria. A motion was made by Jeff Cayler and seconded by Denis James to approve the Selection Criteria. Motion carried.
 - g) 2021-2022 HS/EHS Annual Report
- B. Chad presented to the Board an update on the Carroll Family Development Center/Head Start Center Rebuild. They are waiting on a Fire Marshall inspection and if all goes well start moving in 2 weeks.
- C. Chad presented to the Board the Department of Energy Bipartisan Infrastructure Law Contract (DOE-BIL22). The initial contract is for \$318,341.00 and will have amendments to follow. A motion was made to approve the DOE-BIL22 contract by Mark Hanson and seconded by Terry Striegel. Motion carried.
- D. Chad discussed with the Board the possibility of hiring Simonson Associates for expansion of facilities. The building of a Story Book Garden outside, expanding the New Opportunities Building, building a pole building for the New Opportunities vehicles, etc. Simonson Associates will be in contact with Chad in the next few weeks to discuss this further.
- E. Chad presented to the Board the 2023 Board of Directors Meeting dates.
- F. Chad handed out to the Board the following correspondence/information:
- a) DOE-22-01 Weatherization Assistance Amendment 1
 - b) HEAP-22-01 Amendment #4
 - c) DHR Report: CSBG Organizational standards self-assessment – all 58 standards in compliance
 - d) Low-Income Home Energy Assistance (LIHEAP) LIHEAP-23-01 Amendment 1

- e) Family Development and Self Sufficiency Program (FADSS) FaDSS-23-01 Amendment 1
- f) BHE-22-01 Weatherization Assistance Program – Black Hills Energy Amendment 1
- g) State of Iowa HHS WIC Year End Report
- h) December 2022 Royal Throne

G. CEO Performance Review and Compensation Package

- 1) A motion was made by Jeff Cayler and seconded by J.D. Kuster to go Into closed session at 5:00 PM. Motion Carried.
- 2) A motion was made by Terry Striegel and seconded by Carolyn Masters to come out of closed session at 5:10 PM. Motion carried.
- 3) A motion to approve the CEO Performance Review and Compensation Package was made by Terry Striegel and seconded by Carolyn Masters. Motion carried.

V. **Adjournment**

- A. A motion was made at 5:11 P.M. by Jeff Cayler to adjourn the meeting. Carl Legore seconded the motion. Motion carried.

Respectfully submitted,


Jenni Schlichte
Board Recorder

Respectfully submitted,


Eugene Meiners
Board President

