

New Opportunities, Inc.  
Board Meeting Via ZOOM and in Person

MINUTES  
Thursday May 25, 2023  
4:00 p.m.

- I. Update and Presentation on Problem Gambling. Presented by Dorinda Wehde, Outpatient Counselor
- II. Meeting was called to order by Board President, Eugene Meiners at 4:18 p.m.
  - A. Welcome and Introductions
    - Present: **IN-PERSON:** Jon Hays, Eugene Meiners, Peg Hamilton, Dan Benitz, Mike Fischer, Terry Striegel, Cindy Wallace, Carl Legore, Jerome Kuster, and Carolyn Masters
    - VIA ZOOM:** Jeff Cayler, Mark Hanson, Tim Farmer, and Denis James
    - Excused: Heath Hansen, Erica Burris, Lori Campbell, Deb Lightner and Kim Denman
    - Staff Present: Chad Jensen, CEO; Sheri Mertz, CFO; Jenni Schlichte, Board Recorder, Dorinda Wehde, Outpatient Counselor
  - B. A motion was made for the approval of the April 27, 2023, Board Minutes by Carl Legore and seconded by Terry Striegel. Motion carried.
- III. CFO Reports – Sheri Mertz
  - A. Sheri discussed with the Board the financial reports ending April 30, 2023. There was general discussion of various line items. A motion was made to accept the financial reports ending April 30, 2023, by Carolyn Masters and seconded by J.D. Kuster. Motion carried.
  - B. Sheri Presented to the Board the CSBG-22-01 Amendment #8, this is just to move monies from several categories to other categories. It was moved by Dan Benitz and seconded by Carl Legore to approve CSBG-22-01 amendment #8. Motion carried.
  - C. Sheri presented to the Board the Credit Card Processing and Information Security Policy. This is a new policy that is being added to the Fiscal Policy and Procedure Manual. It was moved by Denis James and seconded by Terry Striegel to approve the Credit Card Processing and Information Security Policy. Motion carried.

#### IV. CEO Reports – Chad Jensen

A. Chad, Sheri, and Eugene reviewed Policy Council agenda with the Board. Items discussed and presented included:

1. HS/EHS and CB EHS April 2023 financials. A summary of the no cost extension projects was reviewed.
2. All charge account activity for April 2023.
3. The April 2023 Policy Council minutes.
4. The April 2023 HS/EHS Program Reports.
5. School District Partnership Updates/Agreements-Waukee Community School District. It was noted that the Jefferson School District was going from 3 classrooms to 5 classrooms, 4-year-olds were only part-time and there would be no 3-year-old classrooms. There would be a 6<sup>th</sup> classroom added for 3-year-olds under a different name. Waukee will be adding a third classroom. The Schaller-Crestland School will not have any classrooms next fall.
6. Transportation Waiver. It was moved to approve the Annual Transportation Waiver by Mike Fischer and seconded by Carl Legore. Motion carried. Tim Farmer had left the meeting so didn't vote.

B. Approve Community Service Block Grant (CSBG) Full Application:

1. Planning and Implementation.
2. Achievement of results – Presenting NPI Report
3. Evaluation – review process of 6 month and final outcomes

Chad presented to the Board the CSBG application and there was general discussion. A motion was made by JD Kuster and seconded by Carolyn Masters to approve the CSBG application. Motion carried.

C. Chad Presented to the Board the Removal of the Covid 19 Health Crisis Policies: Pandemic Re-Opening Phase 1 and Pandemic Re-opening Phase II. A motion was made by J.D. Kuster and seconded by Dan Benitz to approve the removal of the Covid 19 Health Crisis Policies. Motion carried.

D. Chad presented to the Board the Nepotism Report from the Human Resources Department.

E. Approval of Recent Contracts:

1. United Way of Central Iowa – Opportunities Garden for \$725.00 Perry, IA. A motion was made to approve the United Way of Central Iowa - Opportunities Garden contract by Terry Striegel and seconded by Carolyn Masters. Motion Carried.
2. DOE Weatherization Assistance Program (DOE-23-01). A motion was made to approve the DOE-23-01 Contract by Carl Legore and seconded by Dan Benitz. Motion carried.
3. Iowa Weatherization Program Designation of Additional Signatories. A motion was made to approve the Designation of Additional Signatories for the Iowa Weatherization Program by Carl Legore and seconded by Peg Hamilton. Motion carried.

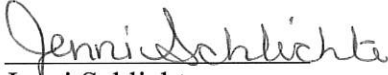
F. Handouts – FYI's

1. Low Income Home Energy Assistance (LIHEAP-23-01) Amendment 5
2. Low Income Home Energy Assistance (LIHEAP-23-01) Amendment 6
3. Community Services Block Grant (CSBG-23-01) Amendment 4
4. DOE Weatherization Assistance (DOE-23-01) Amendment 1
5. Iowa Department of Human Rights Weatherization Assistance Program Field Inspections correspondence
6. Iowa Department of Human Rights programmatic review of Weatherization – No Findings
7. Disaster Assistance Grant – extend contract correspondence.
8. The Royal Throne

V. Adjournment

- A. A motion was made at 4:53 p.m. by Dan Benitz to adjourn the meeting and seconded by Cindy Wallace. Motion carried.

Respectfully submitted,

  
Jenni Schlichte  
Board Recorder

Respectfully submitted,

  
Eugene Meiners  
Board President