

New Opportunities, Inc.  
Board Meeting

Minutes

Thursday May 31, 2018  
4:00 p.m.

- I. Board Training – Opioid use in Iowa and the need for Medication Assisted Treatment (MAT) Presented by Chad Jensen, CEO; Marie Sharon Clinical Director.
- II. Meeting was called to order by Board President Eugene Meiners at 4:36 p.m.

A. Welcome and Introductions

Present: Gene Meiners, Gary VanAernam, Jon Hays, Peg Hamilton, Jeff Cayler, Tom Contner, Teresa Mobley, Joyce Morris, Rick Hecht, Terry Striegel, Cindy Wallace, Mark Hanson, Tim Farmer, Carl Legore, and Carolyn Masters.

Excused: Tom Rutledge, and Sheri Mertz

Staff Present: Chad Jensen, CEO; Jenni Schlichte, Board Recorder; Marie Sharon, Clinical Director

- B. A motion was made for the approval of the April 26, 2018 Board Minutes by Jeff Cayler and seconded by Terry Striegel. Motion carried.

III. CEO Reports – Chad Jensen

A. Chad discussed with the Board the financial reports ending April 2018. There was general discussion of various line items. The motion was made to accept the financial reports ending April 30, 2018 by Carl Legore and seconded by Jon Hays. Motion carried.

B. Chad discussed the Banking Signature Authority Summary with the Board. The motion was made to accept the Banking Signature Authority Summary by Jeff Cayler and seconded by Rick Hecht. Motion carried.

- C. Chad presented to the Board the FY18 Community Services Block Amendment #1. This amendment is for the final FY2018 funding allocation. The motion was made to approve CSBG18 Amendment #1 by Jeff Cayler and seconded by Gary VanAernam. Motion carried.
- D. Chad presented the Child & Adult Care Food Program (CACFP) Expansion Grant to the Board and there was general discussion. The motion was made by Jeff Cayler to approve the Expansion Grant and seconded by Terry Striegel. All voted Aye except Mark Hanson who voted Nay. Motion carried.
- E. Gene Meiners reviewed HS/EHS Policy Council agenda with the Board. The following items were discussed:
- a) Financial Reports for the month ending April 2018
  - b) All charge account activity for April 2018
  - c) The April 24, 2018 Policy Council Minutes
  - d) The monthly Program Report for April 2018
  - e) Self-Assessment Goals and Strategic Plans
- F. Chad presented the Board a Supplemental funding request for one time funding to complete the Waukee playground. The total projected cost is \$38,605, which includes \$37,530 in direct costs and an additional \$1,075 for discounted concrete as In-Kind match. It was moved by Mark Hanson and seconded by Joyce Morris to approve the submission of the grant application.
- G. Administration for Children and Families (ACF) issued a Cost-of-Living (COLA) increase of 2.6% for all Head Start and Early Head Start grant years beginning after 10/1/17. Therefore, this COLA funding applies to the grant year beginning 12/1/17. An agency wide COLA of 2% was given to all employees at the start of the Agencies Fiscal Year, 10/1/17. All HS and EHS current employees will receive an additional .6% retro adjustment for hours worked after the start of the grant year, 12/1/17. The remaining funding will be used to offset the strain that was put on the budget in order to provide the original 2% unfunded COLA. Chad shared with the Board the plans for the balance of funds. It was moved by Gary VanAernam and seconded by Jeff Cayler to approve the submission of the grant application as presented.
- H. Chad presented to the Board the Community Services Block Grant Application FY19 for review and approval to the Board. The motion was made by Terry Striegel to approve the FY19 Community Service Block Grant (CSBG) Application and seconded by Joyce Morris. Motion Carried.

- I. Chad presented to the Board an update on the Strategic plan (6 month report) and there was general discussion. A motion was made by Jeff Cayler and seconded by Carl Legore to approve. Motion carried.

IV. Handouts – FYI’s


- i. Iowa Department of Public Health On Site Financial Review
- ii. Iowa Department of Human Rights Audit Resolution of Contracts

V. Adjournment

- A. A motion was made at 5:11 p.m. by Carolyn Masters to adjourn the meeting and seconded by Rick Hecht Motion carried.

Respectfully submitted

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Jenni Schlichte  
Board Recorder



Eugene Meiners  
Board President