

HUEDC
BOARD OF DIRECTORS
ATTENDANCE RECORD

DATE: February 19, 2008

TIME: 7:00 p.m.

PLACE: 1500 W. Main Street, Mitchell, IN

MEMBERS PRESENT

Marolyn Holzbog
Mary Stutzman
Rosemary Hunter
James Oswalt
Dolores Bales
Larry Sipes
Vicky Bauernfiend
Don Bowling
Janie Jackman
Hazel Lewis
Suzanne Brown
Richard Beaty
Marietta Hager*
Jim Mathers
Bob Lane
Maxine Parks
Jack Mahuron
Lisa Crane*
Ronnie Pennington
John Fultz
Louis Korff

MEMBERS ABSENT

Mary Alice Brown	E
Sharon Mitchell	E
Bill Mitchell	E
Angela Crecelius	E
Martha Fields	E
Doug Martin	A
Gerald Montgomery	A
Dave Dedrick	E
Reita Nicholson	E
Doug Leatherbury	A
Ernest Crane	E
Frank Sullivan*	E

* Alternate
A Unexcused Absence
E Excused Absence

STAFF PRESENT: David Miller, Debbie Beeler, and Angelia Owens

GUEST PRESENT:

HOOSIER UPLANDS ECONOMIC DEVELOPMENT CORPORATION
BOARD MINUTES

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DATE: February 19, 2008

- I. CALL TO ORDER: The meeting was called to order by John Fultz, Chairman.
- II. Opening Prayer – Pledge of Allegiance.
- III. ROLL CALL/ESTABLISH QUORUM: Roll call was done by Angelia Owens. There were (21) members in attendance. A quorum was present.
- III. APPROVAL OF PREVIOUS MINUTES: No corrections or questions.

Larry Sipes made the motion to approve January minutes. Bob Lane seconded the motion.
MOTION CARRIED

- IV. FINANCIAL REPORT – December Report

James Oswalt made the motion to approve the December Financial Reports as mailed. Jack Mahuron seconded the motion. MOTION CARRIED

- V. OLD BUSINESS: N/A

- VI. COMMITTEE REPORTS: N/A

- VII. EXECUTIVE DIRECTORS REPORT: David Miller

REQUIRING BOARD ACTION

- 1. Resolution Accepting Owner Occupied Rehab Funds - \$157,680

Need board to approve the resolution to accept the Owner Occupied Rehab funds from the Indiana Housing and Community Development Authority in the amount of \$157,680.

Richard Beaty made the motion to approve the resolution to accept the Owner Occupied Rehab funds from the Indiana Housing and Community Development Authority in the amount of \$157,680. Maxine Parks seconded the motion. MOTION CARRIED

- 2. Out of State Travel Request – Macon, GA Tax Credit Training March 10th

Need board approval to allow one staff person in the Housing Management Program to travel out of state to Macon, GA on March 10th to attend a Tax Credit Training.

James Oswalt made the motion to approve the out of state travel for one staff person in the Housing Management Program to attend a Tax Credit Training on March 10th in

Macon, GA. Lisa Crane seconded the motion. MOTION CARRIED

3. Recommended Personnel Policy Change

The CEO is recommending the following Personnel Policy Change:

Section IV.G. Suggested New Language:

All buildings owned, leased or utilized by the corporation will be tobacco free buildings. This policy does not apply to our individual rental apartments unless specified in the lease with the tenant. This policy will be in effect both during and after working hours. Employees will also refrain from tobacco use in any corporation owned vehicle and in any client home while on corporation business.

Section III. D. Suggested New Language:

Employees will not accept any employment or serve on boards or committees outside the Corporation that could conflict with their job responsibilities. If an employee has a question, he/she should contact the Human Resources Director.

Employees should avoid any conflicts of interest or appearance of a conflict of interest with his/her job duties and outside vendors, consultants, or agents who furnish goods or provide services. Any potential conflict of interest should be reported to the Chief Executive Officer.

Jack Mahuron made the motion to approve the recommendation of the CEO to the above changes in the Personnel Policy. Dolores Bales seconded the motion. MOTION CARRIED

4. Head Start & EHS Self Assessment

Need board to approve accepting the Head Start and Early Head Start Self Assessment and the Plan of Corrective Action.

Hazel Lewis made the motion to approve accepting the Head Start and Early Head Start Self Assessment and the Plan of Corrective Action. Ronnie Pennington seconded the motion. MOTION CARRIED

5. Area Plan Submission 2008-2009 – Aging Division

Need board approval to submit the 2008-2009 Area Plan for the Aging Division.

Jim Mathers made the motion to approve submitting the 2008-2009 Area Plan for the Aging Division. Richard Beaty seconded the motion. MOTION CARRIED

INFORMATION ONLY:

1. Debbie Beeler, Director of Children's Services, educated the board on the Head Start and Early Head Start Programs.

The current program year funding for Head Start is \$1,852,359 and the non-federal share is \$456,868. That allows us to have a funded enrollment for 287 children in the four counties we serve. Those counties are: Lawrence, Orange, Martin, and Washington. Each county has one center with the exception of Lawrence County which has two centers. All of the Head Start centers are state licensed except for Paoli but that is one of our goals for 2008 to have it licensed. The Bedford Center offers six half-day classes and two full-day classes; the Mitchell Center offers two half day classes and one full day class; the Paoli Center offers two single session classes; the Salem Center offers two half day classes; and the Loogootee Center offers one single session and one full day. Classrooms are staffed with a teacher and an assistant teacher. The Head Start program has a total of 59 employees. Head Start runs 11 bus routes Monday through Thursday.

Early Head Start is a Home Based program meaning all services are provided in the clients home. Staff make weekly home visits that are 90 minutes in length. The current program year funding for Early Head Start is \$453,149 and the non-federal share is \$113,287. Our funded enrollment is for 54 infants, toddlers and pregnant women in the four counties we serve. The Early Head Start program has nine employees.

Head Start and Early Head Start are mandated to reserve at least 10% of their enrollment slots for children with special needs. At the present time we have approximately 20.2% of our children enrolled with an Individualized Education Plan.

Head Start Family Income Guidelines for 2008	
Persons in Family	Poverty Guideline
1	\$10,400
2	\$14,000
3	\$17,600
4	\$21,200
5	\$24,800
6	\$28,400
7	\$32,000
8	\$35,600

For families with more than 8 person, add \$3,600 for each additional person.

John Fultz: Do we lose funding because Paoli is not state licensed?

Debbie Beeler: No, Paoli does not have to be state licensed. You only have to be if you operate more than four hours per day and down there we do not. That is one of our

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program goals to have that facility licensed by the end of the year.

2. The Strategic Development and Consulting Services Division will be submitting applications to the Indiana State Department of Education for the 21st Century Community Learning Centers Program for the Shoals and Springs Valley Schools.

Louis Korff: Where's it at now?

David Miller: West Washington, Orleans, Paoli, and Mitchell.

Jack Mahuron: Is that called the Latch Key Program?

David Miller: It's a lot different. It offers tutoring, a certified teacher is on site, and is very well received in the school systems that have it.

3. The application for Phase II of the Lost River Apartments to add an additional 16 units will be submitted in a couple of weeks.

PROVIDED MATERIALS

- News Articles

VIII. ADJOURN

Richard Beaty made the motion to adjourn the meeting. Don Bowling seconded the motion. MOTION CARRIED

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Reita Nicholson, Secretary

