

HUEDC
BOARD OF DIRECTORS
ATTENDANCE RECORD

DATE: March 17, 2020

TIME: 7:00 p.m.

PLACE: 500 West Main Street, Mitchell, IN

MEMBERS PRESENT

Sharon Mitchell
Billy Joe Walker
Bill Mitchell
Martha Fields
Gerald Montgomery
Janie Johnson
Rosie Wininger
Janet Harrison
Bob Jones
Dave Dedrick
Reita Nicholson
Ronnie Pennington
Seth Purlee
Max Bedwell
Jack Mahuron

MEMBERS ABSENT

Marolyn Holzbog E
Mary Alice Brown E
Angela Crecelius E
Sara Luallen A
Angela Turpin E
Greg Taylor E
James Oswald E (medical leave)
Charlotte Speer E
Suzanne Brown E
Herman Campbell* E
Vicky Bauernfiend E
Don Bowling E
Stacey Bowling* E
Richard Beaty E
Richard Dixon A
Marietta Hager* E
Karan Jones E
Ava Kinney E

* Alternate
A Absent
E Excused Absence

STAFF PRESENT: David Miller and Angelia Owens

GUEST PRESENT:

HOOSIER UPLANDS ECONOMIC DEVELOPMENT CORPORATION
BOARD MINUTES

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DATE: March 17, 2020

- I. CALL TO ORDER: The meeting was called to order by Martha Fields, Chairperson. Opening Prayer – Pledge of Allegiance.
- II. ROLL CALL/ESTABLISH QUORUM: Roll call was done by Angelia Owens. There were (15) members in attendance. A quorum was present.

The CEO informed the Board of Lisa Crane resigning from the Board. Seth Purlee was appointed to replace her vacated seat and will represent the Private Interest sector in Washington County.

Jack Mahuron made the motion to approve Seth Purlee being appointed to replace Lisa Crane on the Board. Billy Joe Walker seconded the motion. MOTION CARRIED

- III. APPROVAL OF PREVIOUS MINUTES: No corrections or questions.

Bill Mitchell made the motion to approve February minutes. Max Bedwell seconded the motion. MOTION CARRIED

- IV. FINANCIAL REPORT – January

Sharon Mitchell made the motion to approve the January Financial Reports as mailed. Ronnie Pennington 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. Strategic Plan Update

The CEO needs the Board to approve the updated Strategic Plan for 2018 – 2022.

Jack Mahuron made the motion to approve the updated Strategic Plan for 2018 – 2022. Dave Dedrick seconded the motion. MOTION CARRIED

2. Out of State Travel: Minneapolis, MN (May 26th – 30th) TB Nurse

Need Board approval to allow Kathleen Chapuran, TB Nurse in the Health, Education and Aging Division, to travel out of state to Minneapolis, MN on May 26th – 30th, 2020 to attend the National TB Controllers Conference.

The estimated cost of the trip is \$1,100 and the funding source will be Indiana State

Department of Health TB contract.

Billy Joe Walker made the motion to approve the out of state travel for Kathleen Chapuran, TB Nurse in the Health, Education and Aging Division, to travel to Minneapolis, MN on May 26th – 30th, 2020 to attend the National TB Controllers Conference. Gerald Montgomery seconded the motion. MOTION CARRIED

3. Out of State Travel: Atlanta, GA (September 22nd – 25th) TB Nurse

Need Board approval to allow Kathleen Chapuran, TB Nurse in the Health, Education and Aging Division, to travel out of state to Atlanta, GA on September 22nd – 25th, 2020 to attend the National Center for Disease Control TB Conference.

The estimated cost of the trip is \$1,200 and the funding source will be the Indiana State Department of Health TB contract.

Billy Joe Walker made the motion to approve the out of state travel for Kathleen Chapuran, TB Nurse in the Health, Education and Aging Division, to travel to Atlanta, GA on September 22nd – 25th, 2020 to attend the National Center for Disease Control TB Conference. Gerald Montgomery seconded the motion. MOTION CARRIED

4. Home Health Policy Approval, Strategic Plan Updates & SWOT

Need Board approval of the following:

- 2019 Home Health Care & Hospice Strategic Plan Year End Review
- 2020 Home Health Care and Hospice Strategic Plan
- 2020 Home Health Care and Hospice SWOT (Strength, Weaknesses, Opportunities and Threats) Analysis

Reita Nicholson made the motion to approve the 2019 Home Health Care & Hospice Strategic Plan Year End Review; the 2020 Home Health Care & Hospice Strategic Plan; and the 2020 Home Health Care & Hospice SWOT Analysis. Janie Johnson seconded the motion. MOTION CARRIED

5. Head Start Application Approval 2020 – 2021

Head Start and Early Head Start programs received notification that they will be receiving additional funds for the purpose of providing a Cost of Living Allowance (COLA) to all currently employed staff as well as funds to increase the quality of our program.

The breakdown is as follows:

Funding Type	Head Start Allocation	Early Head Start Allocation
COLA	\$48,124	\$15,822
Quality Improvement	\$58,786	\$24,156
Total Funding		\$146,888

The COLA funds will enable all Head Start staff to receive a 2.69% in their hourly rate of pay and Early Head Start staff to receive a 2.55% increase in their hourly rate of pay.

A portion of the Quality Improvement (QI) funds will be used to provide an increase in the hourly rate of pay for the Head Start teachers, assistant teachers, and family case managers. The remainder of the QI funds will be used to bring in professional development for all staff on trauma, trauma informed care, Conscious Discipline, and the Deveraux Early Childhood Assessment for infants and toddlers and preschool.

The Director of Children's Services needs the Board approval to submit the application for the Cost of Living Allowance.

Bill Mitchell made the motion to approve the Children's Services Director submitting the application for the supplemental funding to provide Cost of Living Allowances to all currently employed staff as well as funds to increase the quality of our program. Dave Dedrick seconded the motion. MOTION CARRIED

INFORMATION ONLY:

1. The CEO informed the Board about a PSIP (Public Safety and Improvement Plan) recent success story. A 14-year old Lawrence County teen accidentally shot himself in the leg hitting his femoral artery. A Lawrence County deputy applied a tourniquet to the wound which saved the teens life. The Lawrence County Sheriff's Department had received a \$5,000 PSIP grant from us and had used those funds to purchase the tourniquets.
2. The CEO informed the Board of Hoosier Uplands receiving rehab grants for Washington County in the amount of \$100,000 and Orange County in the amount of \$250,000.
3. The CEO updated the Board on the following steps Hoosier Uplands is taking on the COVID 19 crisis:
 - Head Start Centers have been closed along with the public schools. We are working on a meal plan for the children.
 - We are deep cleaning all offices and common areas at least twice each day.
 - We are restricting outside visitors (non clients) in all locations. Travel is also being restricted for staff.
 - We have signage about handwashing, etc.
 - We have a plan in place to allow for staff to be paid if they have to be off for a COVID 19 issue including lack of day care due to school closures.
 - Patients at Serenity Now Clinic are having temperatures checked prior to their visit and re-scheduled if over 100.5.

Management staff is trying to reassure staff that jobs are not in jeopardy in order to reduce stress during this time. Our plan is to stay open and keep our much needed

services available. We have over 200 home health patients, over 1,000 patients seen by our mental health providers, over 700 elderly and disabled assisted by our case managers, and other support services.

4. The CEO updated the Board on the Persimmon Park Apartments rehabilitation and the building that was destroyed by fire. The rehabilitation is almost completed and work has not yet began on the building that was destroyed by fire.

PROVIDED MATERIALS

- Program Director's Board Reports
- News Articles
- Letters

VIII. ADJOURN

Reita Nicholson made the motion to adjourn the meeting. Dave Dedrick seconded the motion. MOTION CARRIED

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Reita Nicholson, Secretary