

CLINTON/JACKSON ECI EXECUTIVE COMMITTEE MEETING MINUTES

Monday, May 11th, 2015 - 10:00am, small board room

Clinton County Satellite Offices, 226 11th Street, DeWitt, Iowa

Board Members Present: Jack Willey, Linda Hledik

Staff Member Present: Jenny Kreiter

FY15 Financial Report(year & month)/Discussion: Jenny presented the bank statement and our fiscal agent monthly reports.

FY15 Contract Update: Jenny and numerous Board Members have attended and completed all site visits/audits of our current contract holders. Jack and Linda ask Jenny to provide the full Board a final report on her findings.

FY16 budget and renewal report: Jenny said she has not received any notice of change to the projected FY16 funding amounts at this time. The FY16 renewal requests were sent out after our Board Meeting on 4-27-15. Jenny will mail the renewal requests to all Board Members for review prior to our meeting on 5-18-15.

Board Member update: Jenny reported that it came to her attention that Gabe Gluba's wife is employed by the YWCA. Jenny provided Jack and Linda with our Board Member application, our New Board Member orientation and current ECI guidance around board membership. Jenny did speak with Gabe about this prior to meeting with the Executive Committee. Jenny was instructed to inform Gabe that it is with regret that he can no longer remain on the Board due to his wife's employment.

Review of LOE materials: Jack and Linda instructed Jenny to contact Shanell Wagler to see if she and Jeffrey could attend our June meeting if we changed the date to 6-29-15. Jenny reported that Shanell would like to attend our meeting by Zoom or Skype. Jenny is looking to see if our Board has the technology available to meet her request.

Policy and Procedure item: Policy ID# 2.7 currently reads; "The employee's final check shall include all earned pay and any expenses due the employee. Terminating employees are entitled to receive all earned pay, including vacation pay." Jenny asked if the Board would consider including earned wellness and personal leave into this policy. They did approve this change to be reviewed by the entire Board at a future meeting. Jack and Linda confirmed that the Board recognizes that the ECI Director position requires Jenny to work nights and weekends and that she can take flex time when appropriate.

Set agenda for May's Board Meeting: The Executive Committee set the agenda and decided to not have a presenter at this meeting.

New Business: No new business to report.

Respectfully submitted by:
Jenny Kreiter, Director

Attachments can be viewed by contacting Jenny Kreiter at the Clinton County Satellite Offices.