

**CLINTON/JACKSON ECI EXECUTIVE COMMITTEE MEETING MINUTES**  
**Monday, December 28th, 2015 –conference call**  
**Clinton County Satellite Offices, 226 11<sup>th</sup> Street, DeWitt, Iowa**

Board Members Present: Jack Willey, Linda Hledik

Staff Member Present: Jenny Kreiter

FY16 Budget/Contract Update: The Executive Committee reviewed the financial report provided by the fiscal agent. Jack and Linda signed bills and signed Jenny's cost allocation per pay period timesheet. Jenny reported out on the FY15 audit and the exit interview results at this point.

FY16 Contract update: The Executive Committee discussed having our contractor's come to our Board Meeting as part of the site visit this fiscal year.

FY16 requests: The Executive Committee asked the Coordinator to bring the requests to the next Board Meeting to present to the full Board.

New Board Member application: The Executive Committee discussed the new member's application and advised the Coordinator to set up a new member orientation meeting with potential member. Jenny is to invite him to the next Board Meeting.

ICAP loss control meeting update: On behalf of the Board Jenny met with Todd Christianson, Loss Control Specialist with ICAP, on 12-9-15. He reviewed our current policy manual, received a copy of our FY15 Community Plan and had one suggestion which was to physically post our meeting minutes on site for people who do not have access to the internet.

ECI Director's Meeting 12-9-15: Jenny attended this meeting in Johnston, Iowa and provided a brief narrative of the agenda items.

Set agenda for January's Board Meeting: Jack and Linda set the agenda for the next Board Meeting.

New Business: No new business at this time.

Respectfully submitted by:  
Jenny Kreiter, Director

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