

NORTHEAST IOWA COMMUNITY ACTION CORPORATION
305 MONTGOMERY STREET, P.O. BOX 487
DECORAH, IA 52101

The Northeast Iowa Community Action Corporation Board of Directors met for their regular scheduled meeting in the Assembly Room of the Fayette County Court House in West Union, Iowa on Monday, November 28, 2011. The Personnel and Finance Committees met prior to the meeting. Call to order was at 6:06 p.m. Present for the meeting were:

Ron Garceau	Linda Voshell
Les Askelson	Julie Wurtzel
Rick Holthaus	Janel Langreck
Don Nelson	Vicki Rowland
Wendy Shea	Tim Neil
Ron McCartney	Sherry Strub
Ann Gearhart	Barbara Zemke
Mary Ann Humpal, Staff	Bill Iverson, Staff
David Boss, Staff	

Board members unable to attend are as follows: (numbers represent consecutive meetings):

Mary Klauke Abbas (1)	Mary Beth Kamrath-Ovel (1)
Lance Gritters (6)	John Klein (7)
Malissa Kappes (1)	Darla Schwiertert (2)
Jan McGovern (1)	Chickasaw County Resident vacancy

First item of business was approval of the minutes of the October 24, 2011 meeting. Moved to approve by Ron Garceau, seconded by Janel Langreck with changes where it said David to David Boss and where it said Turkey Trot to say Howard County Turkey Trot. Motion carried all voting aye.

Mary Ann began by discussing the Finance Committee report. Specific attention was paid to the LIHEAP program and the amount of money per points that is being awarded this year. The discussion covered what a minimum delivery would mean and in general, the price of fuel at this time. Also, Mary Ann provided an update on Wrap Around funding. Moved to approve the October 2011 Operational Budget Report by Ann Gearhart, seconded by Barbara Zemke. Motion carried all voting aye.

Don Nelson reported that the Finance Committee had reviewed the bills and credit cards and found all to be in order.

Program presenter was David Boss. David went over the fiscal year 2011 CSBG end of year report. There was also a discussion about food pantries concerning where they are located and which of our offices run them. The CSBG county office operations and

numbers served were also reviewed. David fielded numerous questions about how CSBG funds the operation of his Family Service offices.

Next Mary Ann began a review of the Head Start Program. The shared governance will be tabled at this time and reviewed when Dianne Halverson gives her presentation. Mary Ann had sent out the enrollment report, attendance report, and meal report as well as the Policy Council minutes for the Board's review. Mary Ann then talked extensively about staffing for Wrap Around, that it was looking better than previously when she sent out the letter and that we would be probably only about \$120,000 instead of \$200,000 short in that budget, but will have to watch closely the hours being worked and which centers will be open.

Mary Ann also wished it to be known that work has been completed on the Waukon playground. The mat is now down and in place and all work to cover resolve the issue in the report from the onsite has been completed.

On the Personnel Committee report there were numerous Employee Handbook revisions being forwarded for approval from the Personnel Committee. After discussion moved to approve Employee Handbook revisions by Ron Garceau, seconded by Janel Langreck. Motion carried all voting aye.

The board then began a discussion about potential raises. After some discussion moved to approve the 1.5% increase being recommended by the Personnel Committee contingent on what Mary Ann finds out on unemployment. So moved by Julie Wurtzel, seconded Tim Neal to approve this recommendation based on the concurrence of the Policy Council. Motion carried all voting aye.

Then the Board reviewed the 2011-2012 Strategic Plan that the Planning Committee had reviewed and approved. Moved by Barbara Zemke to approve this plan, seconded by Ron Garceau. Motion carried all voting aye.

Next item was the update on Housing. Mary Ann went over where we are to date and especially the current situation in Oelwein. We are having trouble with the compaction of the soil due to debris buried at the site where the duplex to be built. Moved by Ron McCartney, seconded by Rick Holthaus to walk away and give the lot back to City of Oelwein. Motion carried all voting aye with one abstention, Vicky Rowland.

Also Mary Ann passed out sheets for those who are low income representatives for the Board to clarify their status for the CHDO qualifications.

Under the Directors report Mary Ann handed out the numbers and funding she had discussed about the LIHEAP program earlier in the Financial Report. This was for the Boards information.

Mary Ann also provided all ARRA spending update showing we really have just one program still in operation, which is Weatherization. DOE ARRA which is expected to run until the end of March at which time we will have to decide how to scale back our operations.

Mary Ann said as per her letter the City and County funding requests will be submitted if there is no change by the Board. Their being none Mary Ann moved on to reviewing the monitoring reports from the Weatherization Program showing that work was in general of high quality, but there were still a few problems, mostly between the evaluators catching mistakes on the preliminary evaluation. Also she had a review of the Homeless Prevention and Rapid Rehousing Program monitoring visit. All files look to be in very good shape for that program.

The CSBG final report review was completed earlier when David Boss gave his presentation. The review of the Family Planning final report/customer survey showed in general high satisfaction with the quality and types of services being provided by the Health Programs.

Mary Ann then talked about the update on the Transit Rangers and the cost of implementing a new program. We would be dropping the mentor ranger units, sticking with Routematch software but using new tablets to record and transfer data. We would be Beta testing this for the State of Iowa. Also she included information on the rates that are being charged and provided a riders guide.

Next was a review of the CACFP Home Sponsor budget. It is down slightly this year due to the number of providers who have discontinued providing services or dropped their licensing.

Under miscellaneous Vicky Rowland gave a report on the conference she attended in San Francisco. She was surprised about the amount of poverty evident in homeless people on the streets around the hotel. She said two of the speakers were very good and talking about how we can look forward, if that is the word, to an increase in the number of persons who are struggling with poverty due to the changes in the economy.

Moved by Tim Neil, seconded by Ann Gearhart to have no December meeting. Motion carried all voting aye. Moved by Julie Wurtzel, seconded by Janel Langreck to adjourn at 8:05 p.m. Next meeting scheduled for January 23, 2012.



Bill Iverson
Recording Secretary

BI/jk