

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

The regularly scheduled meeting of the Northeast Iowa Community Action Corporation Board of Directors was held on Monday April 27, 2009 at the Transit Shop, 302 N. Vine, West Union, Iowa. The board members had met at 6:00 p.m. prior to the start of the regular meeting to tour the Rent To Own Home, which is near completion. Dinner followed at approximately 6:30 p.m. provided by Transit employees. Call to order was at 7:02 p.m. with the following persons present:

Vicki Rowland	Ann Gearhart
Heather Dybevik	Janel Langreck
Barbara Zemke	Kenneth Kammeyer
Lance Gritters	Julie Wurtzel
Becky Heins	Linda Voshell
Rick Holthaus	Wayne Bockenstedt
Lennie Burke	Jan McGovern
Steve Samec	Don Nelson
Ron Garceau	Mary Klauke
Mary Ann Humpal, Staff	Bill Iverson, Staff
Earl Henry, Staff	
Various members of Transit Program	

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

Alice Bartz (1)	Les Askelson (1)
Amy Jones (1)	Clayton County vacancy

First item of business was review of the minutes of the March 29, 2009 Board meeting. Barbara Zemke asked that there be a change on the last page where it says Waterloo it should say Waverly. Moved to approve with the amendment by Barbara Zemke, seconded by Ron Garceau, motion carried all voting aye.

Next was the approval of the March 2009 Operational Budget Review. Mary Ann talked about where Transit collections were at. We are making a good stab at collecting all the back revenues. We have halved it in the last month. Also in Contributions she wanted the Board to note that although it says \$50,000, there are a number of old programs on the last page of the report that have not been closed out yet, including Contributions. Mary Ann feels we are looking pretty good at the moment. Motion made by Jan McGovern, seconded by Mary Klauke to approve Operational Budget Review. Motion carried all voting aye.

Next was the program presenter, Earl Henry to talk about the Transit Program. He talked about how his various funding streams work and the plan for the coming program year. He presented his revenue and expenses for last year and the upcoming year budget. He talked about how long

it takes to get vehicles processed, usually 3-4 years, so he has to plan well ahead to get the vehicle he wants. His average mileage on current vehicles is around 140,000. Transit schedules 700+ rides per day; this keeps his staff very busy. After review of the 09 grant application and review of the Transit budget and rates, moved to approve by Ron Garceau, seconded by Vicki Rowland. Motion carried all voting aye.

Next review was the Transit Maintenance Policy. Moved to approve by Barbara Zemke, seconded by Janel Langreck. Motion carried all voting aye. The Board thanked Earl and his staff for the wonderful supper and the presentation and gave thanks to Earl, Monica, Dave, Judy & Troy.

Next up was a look at the quarterly Strategic Numbers. Mary Ann reviewed a few things but had nothing to add that was not already in her letter. Moved to approve by Barbara Zemke, seconded by Ann Gearhart. Motion carried all voting aye.

The WAP crew vehicles that were bid have now been approved for purchase by the State office, and are ordered. The Board reviewed the attachment showing the ECP supply bid. Moved to approve as mailed by Janel Langreck, seconded by Jan McGovern. Motion carried all voting aye.

The updated CSBG midyear report was discussed. Questions were posed as to what the units of measurement were on some items. Moved by Heather Dybevik, seconded by Ron Garceau to approve report. Motion carried all voting aye.

The Board then went over the CSBG application, which is due in June. Bill discussed the budget and changes. Moved to approve by Kenneth Kammeyer to approve the budget as presented, seconded by Becky Heins. Motion carried all voting aye. The board also looked over the Needs Assessment that was presented for their information.

Next the board discussed the Head Start COLA, ARRA and Quality Improvement applications. As was outlined in the letter we are getting \$182,676 for Head Start and \$78,212 for Early Head Start. We can apply for these funds which can be used primarily only for improvements for salary, fringe and Indirect on employees in the Head Start and Early Head Start programs. Also presented was information about the COLA, Quality Improvement increases for certain selected positions. These had been pointed out by the wage comparability studies to be below average. Our recent attempts to hire program area specialists in the Head Start Program have been unsuccessful. Moved by Jan McGovern, seconded by Linda Voshell to approve the position and range positions as outlined by the Personnel Committee and on the attachment provided. Motion carried all voting aye. Mary Ann reported at this time we do not have any information about the Head Start expansion.

Mary Ann reviewed the enrollment numbers on the pink attachment showing where we are at this time of the year. She also reviewed the recruitment numbers. She is not at all worried as it is early in the process and we really don't ever know until the fall of the year. Policy Council Report - Heather went over showing the Policy Council had reviewed and approved the salary

changes and the use of the Head Start and Early Head Start COLA stimulus and quality improvement monies.

Mary Ann then brought up the matter of the LIHEAP numbers and the additional funding we had received. Applications are now open until May 29th. That was for the Board's information. Also she provided various graphs showing disconnects and their sources of funds and other emergency needs which are being met by the agency. This was also for the Board's information. She let the Board know that we had been allowed a grant amendment and additional funding to pay for our Weatherization Pollution and Mold insurance.

Under Housing – Phase II homes are nearly complete. We are busy getting qualified clients to sign up to start as rent as they prepare for purchase. Phase III funding was as per her letter. We have applied for Phase III funding and now have all the funding pieces in place to do three homes in the upcoming year.

On the buff attachment were new rates for Woolen Mill, Washington Court, Calmar Apartments and Ridgewood with utilities. Moved to approve new rates by Barbara Zemke, seconded by Janel Langreck. Motion carried all voting aye.

Board members looked at the bids on Phase II appliances. Moved by Wayne Bockenstedt, seconded by Ann Gearhart to purchase from Bucheit Appliance. Motion carried all voting aye.

EFSP numbers were reviewed with the Board by Bill who noted that we had about a \$10,000 increase over last year, or 50% above our last allocation. This was also for the Board's information.

Under Weatherization, Mary Ann presented a paper showing all the program changes that are going into the plans. Also updates as to what are current projects on funding. We will have to triple our current production. Also a little bit of an update on the stimulus issues involved with Weatherization, such as Davis Bacon.

Mary Ann then asked the board to approve a resolution to split the duties of the Deputy Director while he is on sabbatical. Moved to approve the check signing resolution as presented by Ann Gearhart, seconded by Vicki Rowland. Motion carried all voting aye.

Mary Ann then passed out and asked members to review information on the upcoming National Convention in Philadelphia. Looking for participants who wish to attend this year as well as the State convention in Des Moines.

Her spending on the Postville Imminent Threat funds is as per her letter. We are going through the money at a very swift pace. It will also end May 29th when the grant concludes.

Next was a resolution for the Farmers & Merchants Bank. Moved to approve the resolution as presented by Jan McGovern, seconded by Mary Klauke. Motion carried all voting aye.

There was then a resolution for the Family Planning foundation funds. Moved to approve the resolution for the cashing of the stocks by the Executive Director by Heather Dybevik, seconded by Ron Garceau. Motion carried all voting aye.

Finance Committee Report – Don Nelson reported the bills had been reviewed on April 24, 2009 and found to be in order.

Planning Committee Report – Mary Ann had listed the items that the Planning Committee had voted to approve for funding with the CSBG stimulus money. Noting the only change would be funding for 21 low income youths, instead of 20, three of them in Bremer County and the other 18 split up in the remaining six counties. Moved to approve the Planning Committee report by Barbara Zemke, seconded by Janel Langreck. Motion carried all voting aye.

Under miscellaneous – FaDSS. This was for the Board’s information. A program request for work plan amendment. This will have to be approved by the Winneshiek County Board of Supervisors.

Our next meeting date has not yet been set. It could be a combination of the May and June meetings. It was decided by unanimous decision to have the Meeting on Monday evening June 8, 2009.

Moved to adjourn by Kenneth Kammeyer at 8:45 p.m. Meeting adjourned

Bill Iverson
Recording Secretary

BI/jk