



Children's Developmental Services of Campbell County

· Early Childhood
· Region XIII PDDS
· Early Head Start

1801 South 4-J Road
Gillette, WY 82718

phone 307.682.2392

fax 307.682.8463

<http://www.ccgov.net/cds>

Children's Developmental Services of Campbell County
Board of Director's Meeting
October 26, 2022

MEETING PLACE:

Children's Developmental Services of Campbell County Board of Directors met in a regular meeting
October 26, 2022.

CALL TO ORDER:

The meeting was called to order by Chairman Bertine Bahige at 6:01pm.

PUBLIC COMMENT:

There was no public comment.

INTRODUCTIONS:

Present Board Members: Nichole Shelstad, Holly Hink, Vicki Gilmour, Tyler Watts, and Bertine Bahige. Director Bob Tranas, Early Childhood Special Education Manager Trena Bauder, Early Childhood Manager Tausha Edmonds, Financial Services Manager Jana Webb, and Administrative Coordinator Bel Christiansen.

Absent: Early Head Start Manager Stephanie Stevens

ADDITIONS TO AGENDA:

There were no additions to the agenda.

READING OF MINUTES:

September Board Minutes:

September 28, 2022 Board minutes were reviewed.

Vicki Gilmour made a motion to approve the September 28, 2022, minutes with the suggested amendment. Holly Hink seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

Strategic Plan – OKR's:

Bob Tranas reviewed the objectives developed at last month's strategic planning session. Board members were invited to join committees of interest.



Campbell County
Wyoming



NEW BUSINESS:

REGION XIII PDDS:

Update WDE Preschool Summit:

Trena Bauder reviewed information acquired at the Comprehensive Evaluation session of the Wyoming Department of Education Preschool Summit. Bob Tranas shared information from the session he attended, Least Restrictive Environments. Changes will be made to current practices to better meet requirements.

Professional Services Agreement – Translation:

The Professional Services Agreement was reviewed.

Holly Hink made a motion to approve the contract for Ruth Cloud to provide translation services for \$45 per hour. Vicki Gilmour seconded. With a unanimous vote, the motion carried.

EARLY CHILDHOOD EDUCATION:

Preschool Classroom Staffing:

Tausha Edmonds reviewed staff reductions over the past six years and current staffing needs. Bertine Bahige requested a comparative data chart reflecting the number of children served with the number of staff employed pre and post covid. Holly Hink requested data on the medical needs of current children served.

EARLY HEAD START:

Annual Program Information:

Bob Tranas reviewed data from the Early Head Start Annual Program Report.

Office of Head Start Communication:

Early Head Start is now required to report staff who mistreat children to the office of Head Start. This is in addition filing a report with the Department of Family Services.

Professional Services Agreement – Health:

Holly Hink made a motion to accept the Professional Services Agreement paying Sue Edwards, RN, \$30.00 an hour to provide record tracking services for Early Head Start's child files.

BUDGET:

No new developments on the budget.

OTHER NEW BUSINESS:

No new business was discussed.

DIRECTOR'S REPORT:

October's Director's Report:

Bob Tranas provided a verbal summary of the Director's Report for October.

TREASURER'S REPORT:

September's Financial Report:

September Treasurer's Report was reviewed. 21% of revenues have been received, and 21% have been expended, with 25% of the year passed.

Holly Hink made a motion to accept September's Treasurer's report as submitted. Tyler Watts seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

September Statistical Report:

September Statistical Report was reviewed.

EXECUTIVE SESSION:

Vicki Gilmour made a motion for the board to move into executive session to discuss a scholarship request. Holly Hink seconded the motion. With a unanimous vote, the Board moved into Executive Session at 7:14 pm.

Holly Hink made a motion to move back into regular session. Nichole Shelstad seconded the motion. With a unanimous vote, the Board moved back into regular session at 7:20 pm.

Scholarship Requests:

Vicki Gilmour moved to approve the scholarship request. Nichole Shelstad seconded the motion. With a unanimous vote, the motion carried.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is November 30, 2022 at 6:00 P.M. at the Children's Developmental Services of Campbell County.

ADJOURN:

There being no further business, Nichole Shelstad made a motion to adjourn. Tyler Watts seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 7:28 pm.

Respectfully Submitted,

Vicki Gilmour, Secretary
CDS -CC Board of Directors

Bertine Bahige, Chairman
CDS -CC Board of Directors