

Children's Developmental Services of Campbell County
Board of Director's Meeting
July 28, 2021

MEETING PLACE:

The Children's Developmental Services of Campbell County Board of Directors met in a regular meeting, July 28, 2021.

CALL TO ORDER:

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

PUBLIC COMMENT:

There was no Public Comment.

INTRODUCTIONS:

Board members present Wendy Balo, Holly Hink, and Bertine Bahige. Director Bob Tranas, Early Childhood Special Education Manager Trena Bauder, Financial Services Manager Jana Webb, EHS Home Visitor Kristina Tyler, and Senior Administrative Assistant Melissa Kline.

ADDITIONS TO AGENDA:

There were no additions to the Agenda.

READING OF MINUTES:

June 2021:

June 2021 minutes were reviewed.

Wendy Balo made a motion to approve the June 2021 minutes with amendments. Holly Hink seconded. With a unanimous vote, the motion carried.

OLD BUSINESS:

There was no old business.

NEW BUSINESS:

REGION XIII PDDS:

WDE Grant Agreement:

Bob Tranas presented a grant agreement between Wyoming Department of Education and Children's Developmental Services of Campbell County in the amount of \$16,531.00.

Holly Hink made a motion to accept the grant agreement in the amount of \$16,531.00. Wendy Balo seconded. With a unanimous vote, the motion carried.



WDE Monitoring Report:

Trena Bauder shared a report from the Wyoming Department of Education. The report is the review of services in the Wyoming Behavioral Health Division/Part B Program.

EIEP Biennial Application Process:

Bob Tranas shared the new procedures for programs to apply for Part B and Part C State contract. The State grant application process is changing. A letter of intent needs to be submitted in August.

EARLY CHILDHOOD EDUCATION:**DFS Licensing Renewal:**

Bob Tranas shared that the DFS license has been renewed, CDS was found to be compliant in all areas.

USDA Fiscal Policy:

Bob Tranas shared a USDA Fiscal Policy. This policy is required by the WDE Nutrition program.

Bertine Bahige made a motion to accept the USDA Fiscal Policy as submitted. Wendy Balo seconded. With a unanimous vote, the motion carried.

EARLY HEAD START:**Non-federal Share Waiver Request:**

Bob Tranas presented a Non-Federal Share Waiver request to reduce our non-federal match by \$18,724.00.

Holly Hink made a motion to approve the request to reduce our non-federal match by \$18,724. Wendy Balo seconded. With a unanimous vote, the motion carried.

Approval to hire letter:

Bob Tranas presented an approval letter from the Office of Head Start to hire our new Financial Services Manager.

Wendy Balo made a motion to accept the approval. Holly Hink seconded. With a unanimous vote, the motion carried.

BUDGET:

There was no discussion on Budget.

OTHER NEW BUSINESS:**Elections:**

Bertine Bahige made a recommendation to move the 2021-22 Board of Director elections for officers to the August meeting.

Bertine Bahige made a motion to approve moving the elections to the August 2021 meeting. Wendy Balo seconded. With a unanimous vote, the motion carried.

DIRECTOR'S REPORT:

Director's Report:

Bob Tranas provided a written Director's Report for July.

TREASURER'S REPORT:

June Treasurer's Report:

Jana Webb presented the June Treasurer's Report.

91% of revenues have been received, and 91% have been expended.

Wendy Balo made a motion to accept the June Treasurer's Report as submitted. Holly Hink seconded. With a unanimous vote, the motion carried.

EHS Federal Financial Report:

Jana Webb presented a quarterly EHS Federal Financial Report:

Bertine Bahige made a motion to approve the EHS Federal Financial Report. Wendy Balo seconded. With a unanimous vote, the motion carried.

STATISTICAL REPORT:

June Statistical Report:

The June statistical report was reviewed.

ADJOURN:

There being no further business, Wendy Balo made a motion to adjourn. Bertine Bahige seconded the motion. With a unanimous vote, the motion carried. Meeting adjourned at 6:48 pm.

NEXT MEETING DATE:

The next scheduled meeting for Children's Developmental Services of Campbell County Board of Directors is August 25, 2021 at 6:00 P.M. at the Children's Developmental Services of Campbell County.

Respectfully Submitted,

Cindy Reardon, Secretary
CDS -CC Board of Directors


Bertine Bahige, Chairman
CDS -CC Board of Directors