

**HIGHLIGHTS OF EAST MISSOURI ACTION AGENCY,
INC. BOARD OF DIRECTORS MEETING
MONDAY, March 22nd, 2021**

NOTE: The regularly scheduled meeting of the East Missouri Action Agency Board of Directors was held March 22nd, 2021 at 903 E. Chestnut, Desloge, Missouri.

To promptly inform EMAA staff members and other interested persons of the results of meetings of the Governing Board for the Agency, brief summaries are posted on bulletin boards throughout EMAA, posted on the Agency's website under Board Highlights and are provided to local newspapers immediately following each meeting.

The dinner began at approximately 6:30 p.m. and the Board was called to order at approximately 7:00 p.m. A quorum was present at the Board meeting. The following highlights of actions taken by the EMAA Board of Directors during this meeting.

Board Members Present: Jim Thompson, Chester Hayes, Tammy Durbin, Tami White, Dan Wichmer

Board Members Present via Teleconference: Kim Sawyer, Julie Bova, Bernice Noble, Michelle Roland, Lisa Reitzel, Pam Ernst, Lee Asher

Board Members Absent: Denis Moore, Scott Johnson, David Sansegraw, Khala Young, Ronnie Chandler, Leo Arnzen, Vicky Brewington, Jockese Martin, Mike Sauer, Harold Gallaher, Barb Sherry, Terri Rogers

Staff Present: Keri McCrorey, Debbie Myers, Denise Johnson, Nicolle Hahn, Greg Shinn
Agency CPA

Visitor Present: Rochelle Nichols

1. **Determination of Quorum:** A quorum was determined.
2. **Review of Agenda:** The Agenda was approved as presented.
3. **Review and Approval of Minutes:** Tami White, Vice Chairperson, asked Board members to refer to the Board briefing book regarding the 2/22/2021 Regular meeting minutes. The motion carried.
4. **Executive Director Report:** Keri McCrorey provided a verbal overview of the written report in the Board briefing book.

5. Information Items:

- A. Results of the Fraud Risk Monitoring – Informational purposes only.
- B. Head Start 2nd Aggregation Results for Children Transitioning into Kindergarten – Informational purposes only.

6. Consent Calendar Items:

- A. Proposed Approval for Women’s Wellness to apply for the Title X Grant funding in March 2021. The Title X grant is the only federal grant that supports reproductive health care services and allows for Women’s Wellness to serve the uninsured and the underinsured by providing evidence based care at no or minimal cost. Approval by the board is requested to continue to accept these grant funds.
- B. Proposed Approval for Women’s Wellness to Continue Services under Sexually Transmitted Infection Testing Program. Women’s Wellness has received Memorandum of Understanding from Missouri Department of Health and Senior Services to continue providing services under Sexually Transmitted Infection Testing Program. With the help of this program, Women’s Wellness will be able to provide free STI screening/testing and treatment. Approval by the Board of Directors to continue participation in this program is requested.
- C. Proposed Application for Renewal of Summer Food Service Program - For the past 20 years, EMAA has been operating the Summer Food Service Program. The Missouri Department of Health and USDA provide the funding for this program. Meals are prepared in the kitchens at the Head Start Centers. The meals are provided to children at a variety of sites around Cape Girardeau, St. Francois, and Ste. Genevieve Counties. It is recommended that the Board authorize EMAA to continue to operate the Summer Food Service Program at locations to be determined by the CS staff team.

A motion to approve the Consent Calendar Items A, B and C was made and a second was heard. The motion carried.

7. Action on Committee Reports: as follows:

A. Personnel / Equal Opportunity Committee:

- 1. Personnel Action Reports – February 2021. Reviewed for informational purposes only.

2. Proposed New Position Description and Ratings for Community Services Position- CS Systems and Training Coordinator (amended item – handout) A motion was made to approve the New Position Description and Rating for the CS Systems and Training Coordinator. A second was heard. The motion carried.
3. Proposed New Position Description and Ratings for Community Services Position- Community Services Assistant Program Director (amended item-handout) A motion to approve the New Position and Rating for the CS Assistant Program Director was made by and a second was heard. The motion carried.
4. Proposed New Position Description and Ratings for Community Services Position- Uplift Shelter Manager (amended item-handout) A motion to approve the New Position Description and Rating for the CS Uplift Shelter Manager was made and a second was heard. The motion carried.

B. Finance Committee:

1. Financial Reports for January 2021- This was for informational purposes only.
2. Cash Journal & One Card Statements for January 2021- Informational purposes only.
3. Proposed Application for Head Start Cost of Living Adjustment – (amended item-handout) A motion to approve the COLA Application submission was made. A second was made. The motion carried.
4. Travel Report for February 2021 – No travel during this time period

C. Program Committee:

1. Proposed Approval for SAHFR Grant - A motion to approve the SAHFR Grant was made and a second was heard. The motion carried.
2. Proposed Approval of the FFY21 CSBG RFP - A motion to accept the FFY21 CSBG RFP was made and a second was heard. The motion carried.

8. Report by Board Liaison to Head Start/Early Head Start Policy Council:

Tammy Durbin addressed the Board. The Policy Council met in February and approved a variety of reports along with Head Start Enrollments.

9. Old Business:

- A. Calendar of Future Board of Directors Decisions for 2021: The board reviewed the calendar.
- B. Schedule of Future Board Meetings for 2021: The board reviewed the schedule.

10. New Business:

A. Board Fiscal Training

11. Open Meeting –

Ursula Warren, Oaks Senior Center Director, provided an update on the senior center services to the Board of Directors.

12. Adjournment: The motion carried to adjourn. The meeting adjourned at approximately 8:00 pm.

NOTE: A full copy of the Board of Directors meeting minutes are available upon request Monday through Thursday from 7:30 a.m. to 5 p.m. Contact Debbie Myers, Executive Secretary, at 573.431.5191 ext. 1142 or via e-mail at dmyers@eastmoaa.org