

**NIHSDA
Annual Board Meeting
October 12-13, 2009
Westin Gaslamp Quarter, San Diego, CA**

Monday, October 12, 2009

Call to order: Danny Wells, President, called the meeting to order on Monday, October 12 at 9:20 a.m. PDT.

Roll Call: Roll call was taken by the Secretary, Mavany Verdugo. A quorum of the Board of Directors was established.

PRESENT	NOTIFIED	NOT NOTIFIED
President – Danny Wells Immediate Past President – Ann Belleau Treasurer – Gil Gonzales Secretary – Mavany Verdugo Region 1 – Frances Maney Region 3 - Sara Young Bird, Alt Region 4 – Michael Williamson - Misty Horne, Alt Region 5 - Myrna Dingman, Alt Region 6 – Pat Foster - Cheryl Encinas, Alt Region 7- Gayle Johnson - Christi Jacobus, Alt Region 8 – Vikki Bishop Region 9 – Jacki Haight Region 10 – Albert Rinehart	Region 2 – John Pavek Region 3 - Hilda Marshall Region 8 -Viola Wood, Alt Region 10 – Malinda Besett, Alt	

Others Present: Three Feathers Associates: Kathryn Helsel, Toni Dobrec, and Teri Stringer.

Agenda Review and Approval: The agenda was reviewed.

Myrna moved to accept agenda with additions and Mike seconded. The motion carried.

Approval of the Minutes of September 10, 2009: The minutes of the September 10, 2009, Board meeting were reviewed. Jacki moved to accept the September 10, 2009, minutes with changes (misspelling of Jacki’s name) and Frances seconded. The motion carried.

Seating of Board Members in Regions: 1,3,5,7 and 9: Each representative went over the process of their region’s elections.

Region 1: Frances Maney will remain as the representative and Ann Belleau was elected as the alternate. *Frances made motion to seat Ann as alternate, Gil seconded and the motion passed.*

Region 3: Sara Young Bird was elected as member and Hilda Marshall as the alternate. *Sara made motion to seat new members, Pat seconded and the motion passed.*

Region 5: It was announced that William Maes resigned from Head Start and is no longer a director. Gil moved that Myrna Dingman move into the position of representative, Mike seconded the motion and the motion passed.

Region 7: Gayle Johnson will remain as the representative and Christi Jacobus as the alternate. *Vikki made motion to seat Region 7 member and alt, Mavany seconded, and the motion passed.*

Region 9: Jacki Haight will remain as representative and Laura Waukechon was elected as the alternate. Gil made motion to seat Region 9 member and alt, Gayle seconded and the motion passed.

Treasurer's Report: Gill reviewed the Check Register, Revenue Report, and Expense Report (as of September 30, 2009). Jacki moved to accept the treasurer's report. Myrna seconded. The motion carried.

Membership Report: Kathryn gave an overview of the Regional Membership Report. Each representative reviewed progress and challenges of their region. The board offered information and discussed possible solution for membership increase. Regional representatives need to continue to work with programs that have not joined. Gil made motion to do a trial membership for 30 days beginning January 1, 2010, Myrna seconded. The motion carried.

Attendance Report: A copy of the most recent Attendance Report was provided to the Board for their information. Danny explained the commitment to the new members as well as reminding the existing members of the requirements and the need to follow through. The executive committee will review the record after this meeting and make some recommendations and send letters to those who have fallen behind in their attendance.

2008 Final Conference Report: Kathryn provided an overview of final conference report. We went through the final conference report booklet and had much discussion on every area. We were confused that folks wanted sessions for front line staff such as teachers, cooks and bus drivers when it is clearly stated that the conference is for management staff. Some directors use the conference as rewards and that is maybe where front line staff come from. With influx of training dollars, directors are planning to send more staff to the conference including their policy councils. The budget overall was over in some areas and under in other areas. We ended up making \$4,618.57 more than we had planned. Workshops were grouped into quadrants from high attendance/low rating to low attendance/high rating. There was creative discussion regarding networking sessions. All are eager to begin the work on 2010.

2009 Conference Planning: See conference planning form

Strategic Plan: Past and Future: Toni offered an overview of the Strategic Plan as a refresher for the board and introduction to the new members. Some of the accomplishments were noted as well as a brief view of what the committees are currently working on. Committee action plans are blended and integrated. We all depend on each other.

- Question regarding Canada being part of the mission. Mike brought up the idea of having a representative on the board.
- Jacki had comment about value statement regarding the Head Start model
- Gil suggested that we should separate advocacy and education (national and local level)
- Add new OHS director to threat
- Add AARA funds to the threat

CLASS Overview: Ann and Jacki gave an update on CLASS. Mavany shared that the Research Steering Committee will be conducting research for the CLASS in Rincon and on Cherokee in Verna's program. Rincon is receiving the measures soon and Sasha will come out to pre-check the site. We will be looking at cultural appropriateness among other measures. Misty and Pat had questions regarding the EHS

version and stated how critical it is for infant relationships with caregivers. Kathryn will request from Amanda the number of people who attended CLASS.

DLL Meeting: Vikki, Myrna and Frances gave an update on the DLL meeting.

Meeting was recessed at 5:45 PDT until tomorrow

Tuesday, October 13, 2009

Meeting was re-convened at 8:00 am PDT

AI/ANPB Update: Renee Perthuis gave an update

1. Centers for Excellence- Working with OGC to develop procedures- RPM will make nominations. Only funds for 10 centers at this time, 2 regions will be without one. Programs can do self nomination.
2. Refusal of FAA- If a grantee refuses money, it will not be held against them. If a program accepted an amount and then could not provide services they might be dinged.
3. Funds- With funding tried to tap into as many grantees needs as possible. Hard choices. Some grantees gave up their request so those funds were reallocated.
4. Degree requirements- There is a waiver process however must have strong justifications. Enforced through monitoring
5. ARRA reports-Program specialist, RPM, grants. Can't adjust at this time but can make adjustment in quarterly report. Under \$25,000 does not have to report. Renee will follow up on the Separate 269 forms
6. Extended HS –Begin as soon as possible. They understand there is start up time. Want services in place as soon as possible. (Myrna- not given enough startup funds, Renee will look into)
7. FAA that includes NFS waiver- Some programs know there is nothing in the community for NFS but if they have been meeting their NFS at least try to do it for 6 months or so and then apply if you see you are just not going to make it by the last quarter. Renee is not happy that a request for waiver might take 3 months. She will look into that.
8. EHS monitoring- OHS can perform a review anytime they like. Any new program has a visit after one year and then falls into the tri-annual pattern. EHS currently running, HS expanding into EHS and brand new EHS programs. Probably any of these scenarios should expect a visit in the first year. Will check it with new director.
 - a. Want to implement after 30 days a risk management meeting then quarterly after that. T/TA support
9. Funded Enrollment- If you must reduce enrollment, make a proposal and it will be reviewed and negotiated before there is reduction in funds. It is not automatic. Provisions in act to request reduction in funded/with same funding
10. Final report- 2009 monitoring final report – A report can be generated but it is not out yet. We are requesting a report to see trends in findings. Renee will forward request to Danya/Ann L.
11. PPS- Performance Standards may see movement when new director comes in. She is in orientation this AM. Last March there was a consultation in D.C. Maybe there will be another one? Administration wants to approach- more conversation/dialogue
12. Re-competition- This has not begun the 5-year cycle yet but with the new director in place things may begin moving forward.
13. Emergency Preparedness Survey- Due by December 30, 2009 (OHS will be utilizing the TA network to provide training). Invited them to use NIHSDA June training as a venue to provide the training

14. OHS Priorities- With the new director now in place we may begin to see priorities
15. EHS awards-OIG reports still in progress- released state by state or Region by Region
 - a. Renee will check into HS expansion
16. NFS/transportation- Parents transportation is still not an allowable NFS
17. RAM- under review by new director- would love to hear from grantees
18. Federal Financial Report, SF 425- Call into David
19. CLASS training- More CLASS trainings down the road.
20. New EHS programs-Renee will provide NIHSAS a list of new grantees

Legislative/Regulation Update: Greg gave us a brief report as this is a relatively quiet time for Indian Head Start. The new director of Head Start is taking office this week and we anticipate a break in the log jam.

Greg has had discussions with David Johns who is responsible for working our language in. Right now there is a grant that lists 1/4 of 1% set aside for AIAN and we are recommending 2% set aside. However they are barely working on it as all are dominated by the Health Initiative. He spoke about the Ted Kennedy event being planned by Indian Country. They are reminding all that there are other programs in Indian Country other than law enforcement. In November, President Obama will be meeting with Tribal leaders. Each tribe will be able to send one representative to the meeting. That will potentially be 560 tribal leaders.

Kim Tee Hee has been appointed to be the representative on Indian Affairs to the White House. As for appropriations, due to the ARRA funding there will probably not be any large increase in 2010. There is no final amount but it has been spoken.

Greg announced that he has joined Hobbes, Hous, Dean, and Walker that are the primary firm in Indian Country. They have over 30 attorneys in the field. Most tribes use them. This vastly increases Greg's resources. He remains with Smith Yazzi Brown in Albuquerque.

AI/ANTAN Update: Harold Hill was not available. We set up the call a month ago and communicated about the process for today and confirmed the time. After three calls with no answer we moved on.

AIAN Collaboration Report: Brian Richmond took our call and gave us a brief view of the process of developing the strategic plan. We went through it page by page and acknowledgement was given to the rich, diverse committee that contributed to the plan.

IHS Head Start Program: Cheryl Wilson took our call and Danny began by thanking her for IHS generosity to the NIHSDA conference both with dollars and trainers. She wants to know how IHS can help us individually and as programs as well as through the conference.

Last year - The agreement ended 9/30/09 after 5 years. They were only given a 1 year extension and are hoping with the new Head Start Director in place they will get the 5-year contract again. They are asking for a little more money this time around. Last year they provided 4 clusters on mental health and behavior, 1,274 Head Start staff were trained, 191 were trained via webinars.

In the next 5 years they have nearly the same priorities that were outlined as:

1. Healthy Eating/Increased Activity. They are focusing on staff wellness and feel they need a buy in from those critical adults that spend so much time with the children. Obesity, diabetes, and chronic disease are hot topics.
2. Oral Health trainings to build on the Tool Kit as dental caries are still a big issue in Head Start families.

3. Environmental Health to include lead screenings and focus on methamphetamine prevention Tool Kit.
4. Access to Care will look at poverty of access and parent involvement especially with follow-up in health care of their children.
5. H1N1 flu. There was lively discussion on what Head Start Programs are hearing and having to adhere to whether it be County, State, or Tribal authorities. Whether to close if there is a case in the program, parent's concerns, stringent cleaning and sterilizing of surfaces and hands, proper coughing and sneezing techniques and panic control due to increased deaths.

It was announced that new Eagle books that are bigger, 15X17 in size provided by CDC will be mailed to all programs! Also, Cheryl asked for input and suggestions for marketing IHS.

Committee Roles/Responsibilities: Toni gave an overview of each committee's responsibilities and how TFA works with them in their specific duties. All were encouraged to join a committee and recommended not to join more than two.

Board Training: Toni passed out copies of her presentation and proceeded to explain the roles and responsibilities of a non-profit board. It was explained to alternates their importance and especially of committees.

Board Self-Assessment: Toni was discouraged at the level of response. Only 9 members of the board bothered to complete the survey. She reminded everyone, especially the new board members that the monkey survey is anonymous.

Board Contracts, Code of Conduct and Info Form: The forms were distributed to all existing and new board members for completion and signature. All participants signed forms.

TFA/MCS Assessment: The board reviewed the assessment that was sent via email to the Board members in September. Again, the response was only 6 members out of a possible 20. Jacki reminded the board of the importance of participating in the surveys.

TFA Contract Budget: Toni presented the draft management support service proposal. The contract agreement period: January 1, 2010 - December 31, 2013 and the contract budget period: January 1, 2010 - December 31, 2010. After much discussion Ann made the motion to approve the MCS Contract and adding a 5% increase to the 2009 amount. Pat seconded the motion and the motion passed.

Executive Session: The board went into executive session to discuss succession planning.

NHSA Board Report: Danny went solo to the September Leadership Meeting and NHSA board meeting. They worked on their budget making it conducive to fit the shift in their structure. They changed how they are doing business to some level by hiring an attorney on staff instead of contracting out to several. Yasmine is the new executive director and Tom and Ben remain as her "go to guys". She has been very affective in calling each of the board members for input. She is also "cutting the fat" with the intent for efficiency in the recession and moving forward.

It was reported that Florida stated a boycott of NHSA but failed to get support from its members. Region 4 is still boycotting. Ron has one year left and has good intentions as far as Danny has experienced.

NIHSDA '10 Budget: Gil presented the finance committee's final report on the proposed budget. There was much discussion and some changes were recorded. Vicki moved to approve the budget as finally presented, Mike seconded the motion and the motion passed.

Election of President Elect: Danny opened the floor for nominations for president elect. It was explained that this position is for one year while Danny finishes his second year. Ann will step down as Immediate Past President. Mavany nominated Gil Gonzales and Jacki seconded that motion. No one else was nominated. Mike moved to close the nominations and Myrna seconded. The motion passed. Gil is the new President Elect.

Election of Secretary: Danny opened the floor for nominations for secretary. This is a two year term. Albert nominated Jacki Haight and Myrna seconded the motion. Jacki had concerns about additional travel but was assured there would be no more than currently for board members. She accepted the nomination. There were no further names offered so Danny called for the vote and the motion to elect Jacki as secretary passed. Jacki is the new secretary.

Election of Treasurer: It became necessary to fill Gil's position of treasurer for the final year. Myrna nominated Mike Williamson and Francis seconded the motion. All were in favor so Mike was voted in as the Treasurer for one year.

Misty Horne will move into the representative position to fill Mike's spot and their region will find a new alternate. Also with William Maes leaving to work for ICF makes Myrna the representative of region 5 and an alternate will have to be selected.

There was discussion about preserving the relationship with the Aboriginal Head Start in Canada. Suggestion was made to keep Mavany on the board as an ex-officio member like the NHSA representative, with no vote. Pat moved to create this as a separate seat and Myrna seconded the motion. The motion carried.

Standing Committee Membership Appointments:

- Executive – 2 weeks after board meeting same time
 - Chairperson-Danny
 - Members- Gil, Mike, Jacki
- Budget -*Tuesday prior to Board Meeting-regular time*
 - Chairperson- Mike
 - Members- John, Pat, Albert, Viola, Malinda
 - Remove William
- Education – 3rd Friday at regular board meeting time December 19
 - Chairperson - Gil
 - Members- Danny, Mavany, Vikki, Sara, Gayle
- Membership- 1st Thursday of month-December 4- regular board meeting time
 - Chairperson- Frances
 - Members – Gayle, Misty, Hilda, Vikki, Sara
- Bylaws- 4th Monday- regular board time
 - Chairperson -Jacki
 - Members – Christi, Myrna, Laura, Pat, Cheryl
- Ad Hoc

- Chairperson-Danny
- Members – Executive Committee, Ann, Mavany, Joe Henry

Letter of Congratulations: Ann moved that the NIHSDA board compose and send a letter of congratulations to Yvette Sanchez-Fuentes. Francis seconded the motion and the motion passed.

Kennedy Reception: In response to Greg's description and suggestion that NIHSDA would be well represented by sponsoring a table at the Native American Reception for Kennedy, Mike moved that we donate \$500. As we did for the inauguration. Albert seconded the motion and the motion passed.

Adjournment: Meeting adjourned at 5:45 PDT. Misty moved to adjourn the meeting and Pat seconded. The motion carried.