

ECONOMIC SECURITY CORPORATION OF THE SOUHWEST AREA

Executive, Finance, Audit Committee Meeting By Conference Call February 11, 2019

The Executive, Finance, Audit Committee of the Economic Security Corporation's Board of Directors met via conference call at 1:30 P.M. on Monday, February 11, 2019. The call was hosted in John Joines' office.

Present in person for the meeting were John Joines, Leisa Harnar, Jeff Goldammer, Tony Wright, and Brenda Huffhines. Henry Lopez called the meeting to order. Roll call was taken and those participating were Henry Lopez, Joe Crosthwait, Randy Evans, and David Holloway. Paula Carsel and Nikki Tappana were absent. A quorum was present.

The first item on the agenda, presented by Henry, was approval of the Financial Statements for December 2018, including the credit card statements and balance sheets. These had been sent to everyone previously, and everyone had had a chance to review them. Henry made the motion to approve the Financial Statements for December 2018, the motion was seconded by David, and approved unanimously through roll call vote.

Jeff presented the next item, approval of bus bids. We would like to purchase four more new buses, and so put out a request for bids. Of the seven bids received, one was disqualified. A team of our staff members individually reviewed and scored the remaining six bids. The team as a whole scored the same as individually, with Master's Transportation Sales scoring the highest. The buses would be Collins models, and cost \$54,488.00 each, an increase of only \$100.00 over what we paid for the new buses purchased in 2018. We would like to utilize some of the buses we are disposing of as trade-ins on the new buses.

Henry made a motion to approve the bid for four new buses from Masters Transportation. The bid was seconded by Randy Evans, and approved unanimously per roll call vote.

The third item was approval of the Training Bid from Teaching Strategies for an Assessment Tool, and was presented by Leisa. As she explained Teaching Strategies is the sole source for this tool, which coordinates with the software and system, (Teaching Strategies Gold), which our teachers use in the classrooms, and to our curriculum. A maximum of 30 staff can be trained per day, so we would have two one-day sessions of training on observations and connecting them to the assessments. We would then have training on the third day on using the data from the observations to create useful reports. This training would be for administration staff, and again would be for up to 30 participants. The total cost for the three days of training is \$7000.00.

Henry made the motion to approve the bid from Teaching Strategies for training on child observations and connecting their observations to our online child assessment tool, in the amount of \$7000.00. The motion was seconded by David Holloway and approved unanimously per roll call votes.

The final item on the agenda was approval to apply for the Head Start Cost of Living Grant in the amount of \$136,761.00. John explained that although this grant is for an increase for Head Start/Early Head Start staff, the other divisions had been consulted on whether they could fit the same increase into their budgets, so the COLA would be given agency wide to ALL staff. This amounts to a 1.777% increase, and the other directors all affirmed they could fit this into their budgets. Henry made a motion, seconded by David, to approve applying for the Head Start Cost of Living Grant in the amount of \$136,761.00. This motion was also approved unanimously by roll call vote.

The roll call vote in all four motions above was as follows:

Henry Lopez – aye David Holloway – aye Randy Evans – aye Joe Crosthwait - aye

John thanked everyone for participating and stated that if there were no further questions at this time, we had no further items for consideration. Henry pronounced the meeting adjourned at 1:50 P.M.

Henry Lopez, President

Nikki Tappana, Secretary