Board of Directors Meeting

Central Administrative Offices - 401 N. Sinnet Girard, KS 66743
Thursday, July 16, 2026
2:00pm – 4:30pm

Call to Order
Boyd Koehn called the meeting to order at 2:00pm.

Promise of Community Action
The Promise of Community Action was recited by all in attendance.

Roll Call
Attending the meeting in person were board members Boyd Koehn, Marilyn Logan, Jami Crowder, Christy Vulgamore, Ayla Daugherty, Braedy Turner, and Tracy Dancer. Joe Grisolano and Bill Howell both had excused absences.

Staff present at the meeting were Jamey Whitney, CEO, Lindsay Knopp, Early Childhood Education Services Director, Craig Leabo, Housing Director, Scott Christiansen, Transportation Director, William Holloway, IT Director, Tiffany Romine, Program Development, Compliance, and Reporting Manager, and Casey Brown, Community Engagement Coordinator.

Meeting Agenda and Board Minutes
The agenda for the July 16, 2026, meeting of the Governing Board was published to the Boardable site prior to the meeting for board members to review.

Meeting Agenda for Thursday, July 16, 2026
A motion was made by Braedy Turner to approve the meeting agenda as presented to the governing board for the Thursday, July 16, 2026, meeting. The motion was seconded by Jami Crowder. There was no further discussion, a vote was taken, and the motion was approved unanimously.

Board Meeting Minutes for May 21, 2026
Prior to the meeting, the board minutes for the May 21, 2026, meeting were published to the Boardable site for board members to review.

A motion was made by Marilyn Logan to approve the meeting minutes as presented to the governing board for the Thursday, May 21, 2026, meeting. The motion was seconded by Braedy Turner. There was no further discussion, a vote was taken, and the motion was approved unanimously.

Executive Session

Boyd asked Jamey Whitney how long the executive session needed to last, to which he responded 15 minutes.

A motion was made by Marilyn Logan to enter into an executive session with the CEO for a period of 15 minutes. The motion was seconded by Ayla Daugherty. There was no further discussion, a vote was taken, and the motion was approved unanimously. The board and Jamey Whitney entered the executive session at 2:04pm and exited at 2:20pm.

Consent Agenda

The following items were included as part of the consent agenda and were published on the Boardable site prior to the meeting. Boyd Koehn asked members if there were any changes to be made to the consent agenda; hearing none, he called for a motion.

- Personnel Reports May & June 2026
- Policy Council Minutes for May 2026 and Agenda for June 2026
- Correspondence
- Credit Card Statements: VISA, WEX, Wal-Mart March

A motion was made by Braedy Turner to approve the consent agenda as presented to the governing board. The motion was seconded by Tracy Dancer. There was no further discussion, a vote was taken, and the motion was approved unanimously.

Management Briefings

a. **CEO:** Jamey Whitney presented the Directors Report to the board members for May and June 2026. Prior to the meeting a copy of the report was published to the Boardable site for members to review. Jamey commented on the busyness of the agency during this time period with programs, then discussed the COLA increase and one time enhancement payments to staff. The other items he highlighted were listed in the report for board members to read through. He mentioned that we would have to discontinue the Cherryvale Senior Center support due to CSBG restrictions in reporting.

b. **Finance:** Janel Scales was attending a conference and was unable to attend the meeting. Jamey Whitney presented the Financial Reports to the board. Prior to the meeting, all financial reports were published in Boardable for members to review. Jamey reviewed the April and May 2026 financial reports for each program. He identified several line items with notable variances resulting from programmatic changes and highlighted the funding percentages for each grant. Craig interjected that for the TBRA grant the agency has three years to expend funding to program participants. He then took members through the agency budget/balance sheet ending in 5-31-26 and the checks over $5,000. A couple board members had a few questions on the list of checks over $5,000 which various staff members were able to answer in Janel's absence.

   A motion was made by Marilyn Logan to receive and accept all financial reports including the financial reports for April & May 2026, the Agency Budget/Balance Sheet for 5-31-26, and checks over $5,000 as presented to the governing board. The motion was seconded by Ayla Daugherty. There was no further discussion, a vote was taken, and the motion was approved unanimously.

c. **Early Childhood:** Lindsay Knopp presented updates for the Early Childhood Education Services Department to the board. She began by providing programmatic updates, including pre-service event in August and other training that continues to happen throughout the year. She reviewed the grants that were in progress, in addition to the start of a new school year.

She highlighted the OHS Monitoring Review Report with the board and gave them the results from that on the ran-review that was submitted with documentation. Other issues are begin addressed along with documentation moving forward.

- **SEK-CAP Early Childhood Services Policies & Procedures:** Lindsay reviewed the policies and procedures that had been updated with the board members. She commented that it was a large undertaking with the focus being on updates that are included in what they are currently doing in the department. These policies went before the Policy Council in June for approval. Staff will be trained on the new/changes at pre-service on the second day. There were no questions asked.

A motion was made by Braedy Turner to approve the SEK-CAP Early Childhood Services Policies and Procedures as presented to the governing board. The motion was seconded by Tracy Dancer. There was no further discussion, a vote was taken, and the motion was approved unanimously.

- **2025-2026 Self-Assessment:** Per the Head Start Performance Standards the Early Childhood Services Department is required to have an self-assessment report completed every year. Lindsay presented the 2025-2026 version to the board that was provided to and approved by the Policy Council at their monthly meeting. They sent a survey to staff and parents to get feedback on the goals for this year, that will remain an on-going process. There were no questions.

A motion was made by Braedy Turner to approve the Early Childhood 2025-2026 Self-Assessment as presented to the governing board. The motion was seconded by Jami Crowder. There was no further discussion, a vote was taken, and the motion was approved unanimously.

d. **Housing:** Craig Leabo presented the Tenant Based Rental Assistance (TBRA) Grant to the board. He informed them that the application had been released for the TBRA grant and applications for the program are currently open as well. He asked that the board allow us to apply for the grant for this year. Craig informed the board that we're exploring other options to utilize the TBRA funding, as it's not restricted to just one way. He reviewed those options with the board members.

A motion was made by Ayla Daugherty to approve the application for the Tenant Based Rental Assistance (TBRA) Grant as presented to the governing board. The motion was seconded by Tracy Dancer. There was no further discussion, a vote was taken, and the motion was approved unanimously.

- **ESG Grant Results:** Craig then reviewed the Emergency Solutions Grant results which were partially awarded to us to provide homeless prevention and rapid rehousing. Paperwork will be sent back to KHRC to complete this grant. They will be hiring a person to act as the Housing Self-Sufficiency Coordinator to assist with this grant opportunity. We've had this funding in past years. A few board members had a question that Craig and Casey were able to answer.

- **SEK-CAP Housing Admin Plan:** Craig presented the board members with the updates/changes to the Housing Admin Plan that was uploaded to the Boardable site prior to the meeting. He informed the board that Tuesday was the public hearing for the proposed changes and no public attended or provided comment.

Every person on the program receives notice that they can provide feedback which will be taken into account when re-writing the admin plan occurs. The bulk of the changes were procedural based on HUD changes. He then guided the board members through all the changes allowing for any questions if they had.

A motion was made by Jami Crowder to accept the SEK-CAP Housing Admin Plan and submit the report to HUD as presented to the governing board. The motion was seconded by Marilyn Logan. There was no further discussion, a vote was taken, and the motion was approved unanimously.

e. **Transportation:** Scott Christansen presented the Transportation programmatic information to the board members. He informed them of the start of a new fiscal year in July with a decrease in routes from 12 to 7. He continues to pursue expansion via county cooperation. The Gus Bus will be expanding and getting a new professional wrap. Additionally, these routes will be adding downtown Pittsburg to their route with the opening of the new Kelce College of Business. A ribbon cutting will be occurring on August 11th with the new buses on display. Scott will be attending a conference during this time so other staff members will attend the ribbon cutting. The Non-Emergency Medical Transit is underway and we're looking to expand our travel from just Kansas to across the state lines.

f. **CSBG:** Tiffany Romine presented the KHRC On-Site Monitoring report to the board. She reiterated that the monitoring went really well and that another meeting would be taking place at the end of July with KHRC and our sister agency ECKAN. There was one change we asked KHRC to correct which was around the Follow Me Inn program. She then presented the SEK-CAP Annual Outcomes Report 2025 which highlights all the met goals and outcomes achieved in the year. In years past this was known as the Annual Report but has been reduced to a single page for a quick snapshot of our reached goals.

A motion was made by Marilyn Logan to approve the SEK-CAP Annual Outcomes Report 2025 as presented to the governing board. The motion was seconded by Ayla Daugherty. There was no further discussion, a vote was taken, and the motion was approved unanimously.

g. **Information Technology:** William Holloway presented the programmatic updates for the IT department to the board members. He provided updates on what the IT department has been focused on over the past few months. New technology is being purchased for the various programs with their outdated software. He continues to meet with program directors to coordinate technology needs throughout the agency. IT staff are attending training this year to gain a better understanding of AI that is becoming more prominent. They will craft a policy around what they learn to remain a secure agency. Website modifications are underway to allow accessibility for all users per the Federal government changes.

h. **Community Engagement:** Casey Brown presented the Non-Profit Security Grant Opportunity to the board members. He informed them that we were able to resubmit this grant for fiscal year 2026. We are still waiting to hear back on fiscal year 2025, for which we applied last year. He also asked if the need arose for a grant opportunity, could we have a quick meeting of the board via video chats to remote vote. The board was agreeable to this.

New Business

a. **Federal Head Start/Early Head Start 2026-2027 Continuation Grant Application:** Jamey Whitney presented the Federal Head Start/Early Head Start 2026-2027 Continuation Grant Application to the board. This grant is due on September 1st before the next meeting of the board. Jamey asked for the board to approve us to submit our continuation application and affix his signature to the letter of support.

A motion was made by Marilyn Logan to approve the Federal Head Start/Early Head Start 2026-2027 Continuation Grant Application as presented to the governing board and allow the governing board chair to affix his signature to the letter of support. The motion was seconded by Ayla Daugherty. There was no further discussion, a vote was taken, and the motion was approved unanimously.

Board Member Insights

Tracy Dancer discussed the Continuum of Care (CoC) grant with staff and board members. Casey Brown gave a quick run-down of the CoC and then informed Tracy that he would be available after the meeting to further discuss the particulars of the Continuum of Care and other transitional housing grants.

Braedy also had an idea for Policy Council that she was advised to bring up during their next meeting, which involved in-kind contributions.

As the Need Arises

Jamey informed the board that we would be hosting our staff appreciation day on December 11th at the Camptown Event Center. An invitation will be sent to them soon.

Adjournment

A motion was made by Christy Vulgamore to adjourn the governing board meeting. The motion was seconded by Braedy Turner. There was no further discussion, a vote was taken, and the motion was approved unanimously. The meeting ended at 4:01pm.

Respectfully Submitted,

Tiffany Romine

Tiffany Romine, Program Development, Compliance, and Reporting Manager

Marilyn Logan — 09/17/2027

Marilyn Logan, Board Secretary Signature — Date

Boyd D. Koehn — 9-17-2026

Boyd Koehn, Board Chairman Signature — Date