

Partnerships 4 Families

September 17, 2026 11:00 AM

Meeting location: New Opportunities- Carroll, and Zoom

Members present: Trevor Nunn, Margee Shaffer, Tonya Weber, TJ Pauley, Jewel Proctor, Linda Muhlbauer, and Area Director Amy McGinn. Excused: Dr Josh Strehle, Char Bintner

Guests: None

Nunn called the meeting to order at 11:02 am. Quorum was met.

Approval of Consent Items:

Pauley made a motion to approve the agenda, Proctor seconded the motion, all were in favor, motion passed. Nunn made a motion to approve the minutes of June 11, 2026, Weber seconded the motion, all were in favor, motion passed. Pauley made a motion to approve the minutes of June 30, 2026, Weber seconded the motion, all were in favor, Nunn abstained, motion passed.

Discussion and Action Items:

- A. McGinn reminded the board of the changes in requirements from CIJDC regarding claim submissions, and informed that the August claim would be submitted later in the current day. She was waiting on final paystubs from one contractor, and they were expected to come that day. She informed the board that going forward they would likely be looking at claims for the previous month because of the changes and assured the board that she still submits the claims to the board chair and treasurer for approval prior to claims being paid, per the new requirements. McGinn presented the FY26 Year-End Financials and noted that they were \$7.85 over the 20% allowable carry-forward, for a total carry-forward of \$87,426.95.
- B. McGinn presented the final FY27 budget, noting that CIJDC put \$11,611.11 of the carry-forward into Home Visitation, leaving \$29,830.11 in Program Discretionary to allocate as the board sees fit. McGinn recommended offering mini-grants of up to \$4999.99 to child care centers, preschool programs, libraries, and public health; she also suggested reaching out to local food pantries and creating essential needs contracts with them. Conversation was had regarding all suggestions, and it was decided to offer mini-grants first, and table the food pantries until spring, when we know how much money is still available. Nunn moved to open mini-grant applications to the public, for grants up to \$4999.99. Shaffer seconded, all were in favor, motion passed.
- C. McGinn informed board members that they were no longer being asked to fully adopt the HHS Section 3 P&P; they can now modify that section to fit within their area. Discussion was made regarding the benefits of fully adopting HHS Section 3 versus amending current P4F policies. Weber suggested that McGinn create a crosswalk of P4F and HHS Section 3 P&P and they would make a decision based on the crosswalk at a future date.

Public Input: none

Next Meetings:

- a. Board Meeting October 15, 2026 11:00 AM -New Opportunities & Zoom
- b. Board Meeting November 19, 2026 11:00 AM -New Opportunities & Zoom
- c. Board Meeting January 21, 2026 11:00 AM -New Opportunities & Zoom

Adjournment: Nunn made a motion to adjourn at 11:37, Pauley seconded the motion, all in favor, meeting adjourned.

Minutes respectfully submitted by: Amy McGinn