

MINUTES
SCICAP BOARD OF DIRECTORS MEETING
October 26, 2017
6:30 P.M.
Chariton, Iowa

A special meeting of the SCICAP Board of Directors was called to order by Steve Laing, Chairman of the Board, at the Chariton Vredenburg building on October 26, 2017. Purpose: Proposal for closed session pursuant to Iowa Code Section 21.5 paragraph 1.a to review or discuss records which are required or authorized by state or federal law to be kept confidential. This will be the only agenda item for the meeting. The recommendations of the personnel committee will be reviewed, discussed and voted on. Board members present were: Clarke County – Anita Gilmore, Larry Keller; Decatur County – Chet Redman; Lucas County – Steve Laing, Marilyn Runnells; Monroe County – Denny Amoss, Christina Estes, Jerry Durian; and Wayne County – Sally Jackson and John Sellers. Staff member present was board secretary Sue McCleary. Guest present was board retained legal counsel Jill R. Jensen-Welch.

The chairman called for roll call of board members for approval of his proposed agenda. Aye – Larry Keller, Anita Gilmore, Chet Redman, Marilyn Runnells, Denny Amoss, Jerry Durian, Christina Estes, John Sellers, Sally Jackson; Nay – none.

A motion was made by John Sellers, seconded by Larry Keller, to go out of regular session into closed session. Motion carried unanimously.

The board went back into open session at 7:34 p.m.

A motion was made by Denny Amoss, seconded by Jerry Durian, to approve the disciplinary memo reviewed in closed session. Motion carried unanimously.

Attorney Jill Jensen-Welch distributed a memo of action of the board for agency employees. The memo would go out on agency letterhead after the board meeting next Wednesday night. She distributed the current Equal Employment Opportunity policy and a revised policy for the employee handbook. The personnel committee reviewed policy at their meeting earlier in the week. A motion was made by John Sellers, seconded by Anita Gilmore, to approve the revised policy. Motion carried unanimously. Employee memo is to go out on next Thursday to staff with the new policy effective immediately for non-Head Start employees and provisionally for HS/EHS employees until policy council consideration in late November. All employees will be required to attend training in support of the EEO policy. The attorney will work with board and staff on training for them to attend.

A motion was made by Denny Amoss, seconded by Larry Keller, that meeting adjourn. Motion carried unanimously.

Sue McCleary, Secretary

Steve Laing, Board Chairman