

Meeting Title:	REGION IV HELP ME GROW IEIC COMMITTEE MEETING
Meeting Date:	Tuesday, October 20, 2015 9:00-10:30 a.m.
Meeting Location:	Lakes Country Service Cooperative 1001 E Mount Faith Ave, Fergus Falls, MN 56537

Attendees:	Sarah Boesen, Melisa Brever, Stacy Haugen McAllister, Sarah King, Andrea Kittelson, Linda Nelson, Fran Rethwisch, Michelle Steele, Becky Tripp, Mindy DeGeer, Norma Altmann Bergseth, Luann Harris, Denny Ceminski
Note taker:	Cami Uhrich

Agenda	Notes																																																																											
-Introductions	The meeting was called to order by Mindy DeGeer. Introduction made.																																																																											
-Review, modify and approve agenda	Add to agenda <ul style="list-style-type: none"> November 16th State IEIC Meeting Professional Development Reporting Agenda approved with additions <i>MSC: Altmann-Bergseth/Rethwisch</i>																																																																											
-Review and approve June 9, 2015 mtg. minutes	Minutes approved. <i>MSC: Harris/Kittelson</i>																																																																											
-Budget Update – <i>Denny Ceminski</i>	<p>The 2016 budget was approved at last meeting, Denny reported on purchases, allocations to date. Parent stipend allocations have not been utilized to date. Discussion held regarding using unspent stipends for travel/expense for travel to State IEIC meetings. <i>MSC: Kittelson/Harris</i></p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Region IV IEIC FIN 423 Bdgt FY 16 26-005-412-423-</th> <th>MDE Allocation</th> <th>Actual Expnd'd as of: October 2015</th> <th>Remaining to be Expended in each area</th> </tr> </thead> <tbody> <tr> <td></td> <td>Total Budget</td> <td>24,573.01</td> <td></td> <td></td> </tr> <tr> <td></td> <td>Minus Budgeted and Expended</td> <td>24,573.24</td> <td>21,766.32</td> <td></td> </tr> <tr> <td></td> <td>Cell (D4) Should be Zero>>></td> <td>-0.23</td> <td>2,806.69</td> <td></td> </tr> <tr> <td>0.08</td> <td>Indirect</td> <td>1,820.24</td> <td>1,612.32</td> <td></td> </tr> <tr> <td></td> <td>Total of Lines below>>></td> <td>22,753.00</td> <td>20,154.00</td> <td></td> </tr> <tr> <td>170</td> <td>Note taking Clerical Support</td> <td>1,098.00</td> <td>549.00</td> <td>Committed</td> </tr> <tr> <td>303</td> <td>Purch (2.5) days: ProjMgmtnt</td> <td>1,110.00</td> <td>555.00</td> <td>Committed</td> </tr> <tr> <td>303</td> <td>Purchased Services-Public Awrns</td> <td>19,000.00</td> <td>19,000.00</td> <td>0.00</td> </tr> <tr> <td>320</td> <td>Communication Expenses</td> <td>300.00</td> <td>50.00</td> <td>250.00</td> </tr> <tr> <td>366</td> <td>Parent Stipend</td> <td>400.00</td> <td>-</td> <td>400.00</td> </tr> <tr> <td>366</td> <td>Child Find</td> <td>0.00</td> <td>0.00</td> <td>-</td> </tr> <tr> <td>366</td> <td>Public Awareness</td> <td>845.00</td> <td>-</td> <td>845.00</td> </tr> <tr> <td>366</td> <td>Member Trvl to Related MDE Trng</td> <td>0.00</td> <td>-</td> <td>-</td> </tr> <tr> <td></td> <td></td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>		Region IV IEIC FIN 423 Bdgt FY 16 26-005-412-423-	MDE Allocation	Actual Expnd'd as of: October 2015	Remaining to be Expended in each area		Total Budget	24,573.01				Minus Budgeted and Expended	24,573.24	21,766.32			Cell (D4) Should be Zero>>>	-0.23	2,806.69		0.08	Indirect	1,820.24	1,612.32			Total of Lines below>>>	22,753.00	20,154.00		170	Note taking Clerical Support	1,098.00	549.00	Committed	303	Purch (2.5) days: ProjMgmtnt	1,110.00	555.00	Committed	303	Purchased Services-Public Awrns	19,000.00	19,000.00	0.00	320	Communication Expenses	300.00	50.00	250.00	366	Parent Stipend	400.00	-	400.00	366	Child Find	0.00	0.00	-	366	Public Awareness	845.00	-	845.00	366	Member Trvl to Related MDE Trng	0.00	-	-			-	-	-
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-Old Business	No old business.																																																																											
-New Business Adobe Connect for remote access to IEIC Meetings- <i>Cami Uhrich</i> Professional Development – <i>Sarah King</i>	<p>-Cami presented information on Adobe Connect as a way to attend IEIC meetings remotely. Many attendees were familiar with Adobe Connect or similar virtual meeting systems. Future meetings will have this option for those that cannot attend.</p> <p>-Sarah requested that time in future meetings be allotted for discussion of Professional Development opportunities from the agencies present. Discussion held and decision to allot time after each meeting for those who can stay to share professional development opportunities. Email announcements for</p>																																																																											

Agenda	Notes
State IEC Meeting – <i>Mindy DeGeer</i>	<p>professional development workshops etc. can be emailed out to Cami and she will forward content to larger IEC mailing list. <i>MSC: Rethwisch/Kittelson</i></p> <p>Mindy informed group of upcoming State IEC Meeting on November 16th. Mindy and Andrea plan to attend. There they will receive updates on state legislature regarding IEC. Mindy will forward any information received to Cami who will forward to IEC member email group.</p>
Future Meetings:	<p>January 19, 2016 at 9:00 AM –Lakes Country Service Cooperative March 15, 2016 at 9:00 AM –Lakes Country Service Cooperative June 21, 2016 at 9:00 AM –Lakes Country Service Cooperative</p>
-Adjourn	Meeting Adjourned <i>MSC: Altmann-Bergseth/Breuer</i>