

HEALTHY AND WELL KIDS IN IOWA (*hawk-i*)  
BOARD MEETING  
MINUTES

July 11, 2006

**BOARD MEMBERS:**

Susan Salter, Chair\*  
Mary Mincer Hansen (absent)  
Dann Stevens (for Judy Jeffrey)\*  
Angela Burke Boston\* (for Susan Voss)  
Jim Yeast\*  
John Baker (absent)  
Angelita Ramirez\*

**LEGISLATIVE BOARD MEMBERS:**

Senator Amanda Ragan (absent)  
Senator James Seymour (absent)  
Representative Gerald Jones (absent)  
Representative Mary Mascher (absent)

**DEPARTMENT OF HUMAN SERVICES:**

Anna Ruggle

**ATTORNEY GENERAL'S OFFICE:**

Diane Stahle

*\*Participated by conference call*

**GUESTS:**

**AFFILIATION:**

No one from the public attended the meeting.

**MEETING CALLED TO ORDER AND ROLL CALL:**

The Healthy and Well Kids in Iowa (*hawk-i*) Board met on Tuesday, July 11, 2006, in the Department of Human Services Offices, Fifth Floor Conference Room NE, Hoover State Office Building, 1305 E Walnut, Des Moines, Iowa. Susan Salter, Chair, called the meeting to order at 2:05 a.m. A quorum was present.

**CONTRACT FOR APPROVAL:**

***Iowa Department of Public Health - hawk-i Outreach Services***

Anna Ruggle reviewed the contract with the Board. This is a three-year contract for the period July 1, 2006, through June 30, 2009 with three one-year extensions that can be approved. This contract includes performance measures, which were not a part of the previous contract. The total budget for the contract is \$379,500 per year, which is an increase of \$29,000 over the previous contract.

Jim Yeast asked if that amount will be the same for all years. Ms. Ruggle responded yes, unless a contract amendment is approved. Mr. Yeast asked if the contract included language to apply a certain amount or percent of increase. Diane Stahle

responded that this contract did not include language to that effect but that either party has the right to amend the contract. If it is determined additional money is needed, the contract can be amended. Mr. Yeast asked where the \$29,000 increase was being applied. Ms. Ruggle responded that the bulk of it was for salary for the outreach coordinator. The local agencies are still receiving the same amount from \$300,000 targeted for outreach. Additional funding has been applied to in-state travel and training material, but the majority is for salary.

Jim Yeast made a motion to approve the contract between DHS and the Iowa Department of Public Health for outreach services. Dann Stevens seconded the motion.

Mr. Yeast noted that the contract was signed by Julie McMahon on behalf of the Department of Public Health. He wanted to know if this is customary because he thought the contract would be signed by the director of the agency, and also the fact that Ms. McMahon serves on the *hawk-i* Board. Ms. Ruggle responded that each Department can designate who has the authority to sign off on documents. For example, the policy in DHS is if the contract is over \$50,000 then the Director must sign off on the contract. But this is determined at agency level. It was noted that Ms. McMahon was absent from this meeting so would not be voting on the contract. If she had been in attendance, would have abstained.

A roll call vote was taken. Susan Salter, aye; Dann Stevens, aye; Angela Burke Boston, aye; Jim Yeast, aye; Angelita Ramirez, aye. Motion carried unanimously.

#### **ELECTION OF OFFICERS FOR SFY 07:**

The Board's Bylaws provide that an election of officers be held at the first regularly scheduled meeting of the fiscal year. Therefore, Ms. Salter appointed a nominating committee to make a recommendation for the slate of officers at the August meeting. Ms. Salter appointed a Committee of Julie McMahon, chair; Jim Yeast, and John Baker.

The meeting was adjourned.

The next *hawk-i* Board meeting is scheduled for Monday, August 21, 2006, at 12:30 p.m. at the Des Moines Botanical Center, Levitt Room, 909 Robert D. Ray Drive, Des Moines, Iowa.