



## *Cedar/Jones County Early Childhood Iowa*

### *Board Meeting*

*Thursday, October 18th, 2012, 8:30 a.m.*

*Olin Consolidated School, Olin*

**Members Present:** Paul Frederiksen, Larry Hanon, Jamie Nelson, Schelly Odeen, David Oldham, Mike Owen via phone, Deb Schultz, Annette Shipley, and Rev. Jean Sullivan.

**Members Absent:** Kandice Behnke, Shelly Hilton-Cullum, and Steve Williams.

Others Present: Lynette Otten, LSI; Julie Orris, ISU Extension; Sonja Bammert, HACAP – I-Smile Project; and Sherri Hunt, Cedar/Jones ECI Director.

- I. Call Meeting to Order** – Meeting was called to order by Board Chairperson Jean Sullivan at 8:36 a.m. Quorum was established at 9 out of 12 members. A note was made that Mike Owen was participating via the telephone.
- II. Approval of Meeting** – Paul Frederiksen made a motion, seconded by Schelly Odeen **to approve the September 20<sup>th</sup>, 2012 meeting minutes as presented.** All approved. Motion carried.
- III. Cedar/Jones ECI Financials** -- Sherri noted that Deb Schultz as Treasurer would now be reviewing monthly invoices and bank statements. This is a process that is being recommended by the State ECI office. David Oldham made a motion, seconded by Annette Shipley **to approve the FY13 ECI Financials as presented.** All approved. Motion carried.
- IV. Preschool Scholarship Programs – Update and Consideration for additional \$\$ in Jones County** – Sherri told the Board that additional \$\$ are being requested for the Jones County Preschool Scholarship program to support two children on the waiting list. The request is less than previously anticipated due to one child opting out of the program. Larry Hanon made a motion, seconded by Schelly Odeen **to approve an additional \$1200 for the Jones County Preschool Scholarship program to support the children on a waiting list utilizing the \$\$ from the School Ready line item of Program Expansion.** All approved. Motion carried.

Sherri also told the Board that three out of county children for Cedar County have been referred to Muscatine ECI and that all Cedar County preschools have been

notified that funds are still available in the Cedar County Preschool Scholarship Program.

- V. **Quarterly Program Reports – Review and acceptance** – Sherri reviewed both Quarterly Program and Quarterly Financial reports for the Child Care Alliance Response Team, Child Care Nurse Consultants in Cedar and Jones counties, the Child Care Resource Coordinator, the Cedar County I-Smile Program, the Cedar County Lead Testing Program, LSI Home Visitation Programs in both Cedar and Jones counties, and Preschool Scholarship Programs in both Cedar and Jones counties. No concerns were noted. Schelly Odeen made a motion, seconded by Jamie Nelson **to approve the FY13 1<sup>st</sup> Quarter Program reports as presented.** All approved. Motion carried.
- VI. **Cedar and Jones ECI area Annual Report Review – Update and acknowledgement of reports** – Sherri reviewed 2012 Annual Report Review documents for both Cedar and Jones ECI areas representing business before the merger of the two areas. No concerns were noted on the Jones Report. The Cedar Report reflected 23% carryover in Early Childhood funds and it was noted that this is above the recommended allowed by the ECI State Board. David Oldham made a motion, seconded by Paul Frederiksen **to approve both the Cedar and Jones FY12 ECI Annual Report Reviews as presented.** All approved. Motion carried.
- VII. **Lutheran Services in Iowa Home Visitation Program Presentation** – Lynette Otten on behalf of the LSI Home Visitation Program gave a presentation to the Board on Family Support Programs including State Tool FF, the Life Skills Progression Instrument, and the ECI area Annual Report and data collection.
- VIII. **Membership Terms – Approval of** -- Sherri presented the Board with a Cedar/Jones ECI Board membership roster with starting and ending terms. With the recent merge, all ECI Board memberships started July 1<sup>st</sup>, 2012. In order to achieve a staggering of terms, some members will have an initial term for one, two, or three years. Following their initial term, each member is eligible for renewal for one additional three year term provided they still meet membership requirements. All initial terms run from July 1<sup>st</sup> through June 30<sup>th</sup>. Membership and term expiration are as follows:
- Kandice Behnke – 2013
  - Paul Frederiksen – 2014
  - Larry Hanon – 2014
  - Shelly Hilton-Cullum – 2014
  - Jamie Nelson – 2015
  - Schelly Odeen – 2013
  - David Oldham – 2013
  - Mike Owen – 2013
  - Deb Schultz – 2015
  - Annette Shipley – 2015
  - Jean Sullivan – 2015
  - Steve Williams - 2014

David Oldham made a motion, seconded by Schelly Odeen **to approve the Cedar/Jones ECI Board membership as presented.** All approved. Motion carried.

- IX. Request for new members** – Sherri requested Board members to consider individuals that would make good, dedicated Board members. She asked that current members contact individuals regarding their interest and if they are interested, to pass their contact information to her and she would follow up regarding membership.
- X. Policy & Procedure Committee** – Kandice Behnke, David Oldham, and Paul Frederiksen agreed to participate on the Policy and Procedure Committee to review current policies/procedures and create other ones as needed. An email will be sent to convene a meeting time and place to begin this process.
- XI. Public Comment** – No public comment was noted.
- XII. Adjourn** – Schelly Odeen made a motion, seconded by David Oldham to adjourn the meeting at 10:22 a.m. Meeting adjourned.

***Next Meeting:*** Thursday, November 15th, 2012, 8:30 a.m. Olin Consolidated School, Olin