



Cedar/Jones Early Childhood Iowa

Board Meeting

Thursday, October 20th, 2016, 8:30 a.m.

Olin Consolidated School, Olin

Members Present: Joan Blundall, Molly Crowley, David Lorenzen, Jamie Nelson, Deb Schultz, Deb Schwitzer, Erik Stegmann, Stephen Stepp, Jean Sullivan, Heather Weers, and Donna Young.

Members Absent: Teri Jo Griebat, Lisa Kepford, and Steve Williams.

Others Present: Julie Orris and Jennifer Fischer, Jones County Agricultural Extension; Kim Ott, Debbie Ackermann, and Jenny Twombly, HACAP; Melissa Tucker, Amanda McKee, Morgan Hennessey, and Amy Ryan, Lutheran Services in Iowa; Loretta Wuerdeman, Child Care Resource & Referral, Kimberly Achenbach; and Sherri Hunt, ECI Director.

- I. Call Meeting to Order** – Board Chairperson David Lorenzen called the meeting to order at 8:32 a.m. Quorum was achieved with 10 out of 14 members present.
- II. Introductions** – Introductions were made and guests welcomed.
- III. Public Comment** – No comments were made.
- IV. Meeting Minutes** – Deb Schwitzer made a motion, seconded by Molly Crowley to **approve the ECI Board meeting minutes from the August 24th, 2016 Board Meeting.** All approved. Motion carried.
- V. FY17 Financials** – Joan Blundall made a motion, seconded by Deb Schultz **to accept the FY17 ECI Financials as presented.** All approved. Motion carried.

Jamie Nelson arrived at the meeting at 8:42 a.m. Quorum maintained with 11 out of 14 members present.

- VI. Program Presentation** – Amanda McKee, Program Supervisor for Lutheran Services in Iowa, shared a power point with Board members outlining program participation, recruitment, funding, family retention, and what occurs in a home visit. A family member participating in the program was also present to share her experience with the program and how she and her family have been impacted.

Amanda told the Board that one Family Support Worker had recently resigned from her position. She shared a transition plan for retaining families in the program and an overview of the recruitment process for finding a replacement for the worker whom had resigned.

The Board discussed current staffing levels and continued needs of the program and discussed unallocated Family Support funds. Currently approximately \$27,000 is unallocated at this time. Amanda told the Board she would be working to find a replacement for the position in Jones County and also adding another position in Cedar County. Amanda indicated that she would like a commitment from the Board on any possible available additional funds before she offered a position to a new Family Support worker.

After much discussion, Donna Young made a motion, seconded by Deb Schwitzer **to release the remaining Family Support funds to contract with Lutheran Services in Iowa (LSI), to obtain updated budgets, and to have conversations between ECI and LSI regarding contract amendments.** All approved. Motion carried. Deb Schwitzer and Jamie Nelson offered to be Board representatives for discussions with LSI.

Joan Blundall left the meeting at 9:30 a.m. Molly Crowley left the meeting at 9:32 a.m. Quorum was maintained with 9 out of 14 members present.

- VII. Preschool Scholarship Program Update & Exception to Policy** – Sherri explained to the Board that currently all Preschool Scholarship Program funds are anticipated spent at the current scholarship awarded rates. There are two three year olds and one four year old on the waiting list. The four year old resides in another ECI area but attends preschool in the Midland CSD. Steve Stepp made a motion, seconded by Jean Sullivan **to move funds from Program Expansion into the Preschool Scholarship Program in the amount of \$1,000 to allow funding for the 4 year old to attend preschool and to allow an out of area exception for the child attending preschool in Midland. The two three year olds will remain on the waiting list.** All approved. Motion carried.
- VIII. Review & Acceptance of Quarterly Program Reports** – Sherri shared with the Board a summary of the Quarterly Program Reports from each of the funded contractors. A different format was tested and seemed receptive from Board members. The summary now includes program performance targets compared against quarterly results. Jamie Nelson made a motion, seconded by Deb Schultz **to approve the 1st Quarter Program Reports Summary for FY17 as presented.** All approved. Motion carried.
- IX. Family Support Wage Survey Results** – Sherri shared with the Board results of a Family Support Wage Survey that she recently conducted amongst ECI areas across the state. She received 115 responses from 65 counties. 66% of respondents were Family Support Workers and the remainder Supervisors. The average rate of pay for a Family Support Worker is \$15.77/hour and for a supervisor \$20.79/hour. 64% of Family Support Workers are employed full time.
- X. Jones County Endowment Grant Match** – Sherri submitted a grant application to the Jones County Community Foundation to support the Dolly Parton Imagination Library in Jones County. If awarded, the grant requires a 25% match. Jean Sullivan made a motion, seconded by Donna Young **to support up to \$975.00 towards the Imagination Library for Jones County.** All approved. Motion carried.

- XI. Update from State Directors' Meeting** – Sherri shared with the Board information learned at a recent State ECI Directors' meeting. Highlights included information from the ECI Stakeholders' Alliance and their various committees and the role each committee plays in system building. Information was also shared regarding Child Care Authorization and how the implementation of new regulations is moving along.
- XII. Update from State ECI Board Meeting** – Sherri shared with the Board highlights from the presentation she gave to the State ECI Board meeting regarding Cedar/Jones ECI. Sherri attended the State meeting along with Steve Williams and David Lorenzen to share the workings of a local ECI area and to bring the area perspective to the State system.
- XIII. FY17 Board Working Calendar** – Sherri shared with the Board a draft-working calendar for FY17 outlining the timeliness of tasks and items that need to be completed including Board and committee meetings.
- XIV. Adjourn** -- Deb Schultz made a motion, seconded by Jamie Nelson **to adjourn the meeting at 10:28 a.m.** All approved. Meeting adjourned.

Next Executive Committee Meeting:

Wednesday, November 9th, 2016, 8:00 a.m., The Skillet, Mt. Vernon

Board Meeting: Thursday, November 17th, 2016, 8:30 a.m., Olin Consolidated School, Olin