



Cedar/Jones Early Childhood Iowa

Board Meeting

Thursday, August 20th, 2015, 8:30 a.m.

Olin Consolidated School, Olin

Members Present: Kandice Behnke, Dennis Boedeker, Molly Crowley, Lisa Kepford, David Lorenzen, Jamie Nelson, Deb Switzer, Stephen Stepp, Steve Williams, and Donna Young.

Members Absent: Teri Jo Griebat, Lesley Puffer, Deb Schultz, and Jean Sullivan.

Others Present: Amy Ryan and Whitney Ryan, LSI; Julie Orris and Holly Hall, Jones County Agricultural Extension; Kim Ott, HACAP; Barb Dunn Swanson, Cedar Co. Extension; and Sherri Hunt, ECI Director.

- I. Call Meeting to Order** – Board Chairperson Kandice Behnke called the meeting to order at 8:35 a.m. with quorum achieved with 10 out of 14 members present. Introductions were made by all present.
- II. Approval of Meeting Minutes** – David Lorenzen made a motion, seconded by Jamie Nelson to **approve the ECI Board meeting minutes from June 18th, 2015 Board Meeting as presented.** All approved. Motion carried.
- III. FY15 Financials** – Sherri reviewed the FY15 Year End Financials with the Board. She referenced adjustments made and documented between categorical funding. She explained the reasoning behind the adjustments and the need for as flexible as funding options going forward as possible. Carryover figures from FY15 are \$23,638.55 in School Ready and \$1,738.42 in Early Childhood. Both funding streams are well below the 20% carryover allowed. Steve Williams made a motion, seconded by Molly Crowley **to accept the FY15 ECI Financials as presented.** All approved. Motion carried.
- IV. FY15 Annual Report** – Sherri reviewed the FY15 Annual Report with the Board noting the different components including the Financials, the Board Matrix, the Community Plan updates, the Assurances, and Program Performance Measures. Sherri is waiting for a few other funding source figures and will present the final draft to Chairperson Kandi Behnke for her signature. David Lorenzen made a motion, seconded by Steve Williams **to approve the FY15 Cedar/Jones ECI Annual Report as presented.** All approved. Motion carried.
- I. Amended FY16 Budget** – The Board was presented an amended FY16 Budget to reflect actual FY15 Carryover figures. The Board will need to have discussions on funding decisions of currently unallocated funds. Donna Young made a motion, seconded by David Lorenzen **to approve the FY16 Amended Budget as presented.** All approved. Motion carried.

- II. FY16 Funding Requests** – Sherri shared with the Board that there were currently three funding requests for FY16 that had been previously tabled by the Board. Requests included \$1,500 to support the Early Head Start Expansion Services at Little Lion Learning Center in Olin, \$7,000 for a Quality Improvement Project through Child Care Resource and Referral, and \$1,444.35 to support the Shared Visions Preschool Program at the Durant Community School District. Sherri reported that she had also recently received an email request from Sacred Heart for Preschool Classroom carpet. Donna Young made a motion, seconded by David Lorenzen **to approve \$1,000 for the Durant Shared Visions Preschool and \$7,000 to Child Care Resource and Referral for the Quality Improvement Project, but to deny the \$1,500 request from Little Lion Learning Center because of other grant funds available through HACAP and deny the request from Sacred Heart because of it being outside of the request time frame.** Molly Crowley asked Sherri to follow up with Little Lion to ensure that they have received the necessary funding from HACAP for their grant requests. All approved. Motion carried.
- III. LSI Home Visitation – Contract Renewal** -- Sherri gave the Board an update regarding the Home Visitation Program with LSI. LSI has been working to recruit families and is nearing caseload maximums. Sherri is recommending a two-month contract extension at this time while final budgets are being determined. LSI is still waiting for award allocations from CBCAP. The goal is still for Melissa Tucker, Program Supervisor to reduce her time to a .8FTE. Given the busyness of the Preschool Scholarship Program and the Back to School Supply Drive, this will more than likely not occur for another 4-6 weeks. Jamie Nelson made a motion to **extend the LSI contract for an additional two months through October 31st, 2015 with continued close monitoring.** Donna Young seconded the motion. All approved. Motion carried.
- IV. Preschool Scholarship Program – Update and Exception to Policy** – Sherri presented the Board with a list of Preschool Programs participating in the Preschool Scholarship Program and the Quality Standards each program is currently meeting and/or working on. Steve Stepp made a motion, seconded by Molly Crowley to approve the Preschool Programs **as presented for participation in the Preschool Scholarship Program for FY16 and to continue to monitor their participation in quality initiatives and meeting quality standards.** All approved. Motion carried.
- V. Board Membership** – Sherri reviewed the FY16 Board Membership matrix, including the Gender Balance, Terms, and Representations. She asked members to continue to give thoughts to finding an additional male member from Jones County.
- VI. Conflict of Interest Policy** – Sherri reviewed the Conflict of Interest Policy with the Board as done annually and asked Board members to sign the statement agreeing to the Policy.
- VII. Dolly Parton Imagination Library – Update/Grant Request** -- Sherri presented the Board with an update regarding the Dolly Parton Imagination Library (DPIM) in Jones County and requested the approval to submit grant applications to Theisen’s More for Your Community for additional funds in Jones County and to start a Imagination Library in Ceadr County. Currently to date 80 children have participated in Jones County. Jamie

Nelson made a motion, seconded by Deb Switzer **to accept the DPIL report as presented and to submit Theisen's grant requests for Cedar and Jones DPILs.** All approved. Motion carried.

- VIII. Book Drive** – Sherri asked for feedback from the Board regarding conducting another Early Childhood Book Drive. It has been 18 months since the last book drive was held and was considered highly successful with over 3000 books collected. The Board asked Sherri to form an Ad-Hoc Book Drive committee to explore the option of having a book drive after the first of the year.
- IX. ECI Legislative Forum – Invite** -- Sherri shared information with the Board about a Regional Legislative Forum that is being held in Iowa City on Friday, August 28th, 2015. The goal of the goal is for the ECI community to have discussions with Legislators about the importance and long-term vision of early childhood. She encouraged Board members to attend if available.
- X. Back to School Supply Drive** – Sherri shared that Lutheran Services in Iowa, the Jones County Family Council and Cedar/Jones ECI recently collaborated and helped support over 145 children with obtaining their back packs and school supplies for the new school year. The goal of helping all children have the same resources when they start school was met.
- XI. Maternal and Child Health Presentation** – Kim Ott from Hawkeye Area Community Action Program, (HACAP) shared a presentation with the Board regarding the Iowa Department of Public Health's Maternal and Child Health Services. She explained to the Board services available in Cedar and Jones counties under this grant and how these funding streams and community partners collaborate to meet the needs of children and their families in the Cedar/Jones ECI area.
- XII. Public Comment**
- XIII. Adjourn**

Next Executive Committee Meeting: September 9th, 2015, 8:00 a.m., Skillet, Mt. Vernon

Board Meeting: Thursday, September 17th, 2015, 8:30 am.