



Cedar/Jones County Early Childhood Iowa

*Executive Committee Meeting
Tuesday, March 11th, 2014, 8:00 a.m.
The Skillet, Mt. Vernon*

Present: Kandice Behnke, Deb Schultz, Teri Jo Griebat, Jean Sullivan, and Sherri Hunt, ECI Director.

- I. **Child Care Provider/Preschool Mini Grants** – Mini Grant applications are due at the end of March 2014. Decisions on grants will be made by April 15th and applicants notified.
- II. **Grants for Dolly Parton Imagination Library** – No word yet on the Cedar County Foundation Grant.
- III. **Early Childhood Book Drive** – Boxes and books are being collected. Drive appears to be a success at this point. We will count the books collected and do a press release on the success of the drive. A high school group in Tipton is assisting with the sorting. The committee will meet to discuss distribution process.
- IV. **Program Presentation** – This month’s presentation will be postponed until April. It will then be the Jones County Child Care Nurse Consultant.
- V. **Program Reviews** – All program reviews have now been completed. The process went very well and no issues were identified. Board members seemed to enjoy the process and contractors seemed grateful of their participation.
- VI. **Early Brain and Child Development “Lunch and Learn”** – a presentation and luncheon will be held on Friday, April 25th, 2014 at 12 noon in collaboration with Jones Regional Medical Center. Tess Barker with the American Academy of Pediatrics will present. Specifics details of the day are still being discussed as well as a marketing plan.
- VII. **Policies and Procedures** – Policy/Procedure Committee will be convened for annual review of Policies, By-laws, and Succession Plan. Sherri has begun to review policies/procedures but no committee date has been set yet at this time. Goal is for this to occur in early to mid April.
- VIII. **Preschool Scholarships** – Question regarding eligible applicant at a preschool in Cedar County.
- IX. **Project Oversight Committee** – The committee met and reviewed FY14 performance measure goals and trend data against mid-year actual measures. Also reviewed were mid-year financials. The committee will be recommending a FY15 funding process similar to last year’s with the release of a full RFP for FY16.
- X. **Director Update** – Muscatine ECI was granted an additional one year extension on their Waiver Request. They are to meet with all adjoining ECI areas to discuss merger options.

- XI. Community Plan** – Community Plan will be reviewed at March meeting and any possible changes discussed. An updated and new community plan with new priorities will be reviewed again in the late fall.
- XII. Membership Terms** – Terms expiring June 30th, 2014 will be reviewed at the meeting and the Board will discuss any member needs.
- XIII. Computer and Email** – Issues with computer, i.e. very slow and freezes frequently, couldn't add items to the website, and charger works intermittently. Geek Squad ran tests and cleaned up. Also re-installed Adobe Flash Player.

Sherri also reported having issues with email and calendar synchronization. Lisa Mootz, with Jones County, put all ECI correspondence, contacts, and calendar on the Jones County server. New email address is sherri.hunt@co.jones.ia.us. She stated that we may want to consider replacing the computer in the future as it is outdated, very slow, and the USB port is non-functioning. Computer was purchased in June of 2009 and has a VISTA operating system with Microsoft 2007.

Board Meeting: Thursday, March 27th 2014, 8:30 a.m. Olin Consolidated School, Olin

Next Executive Committee Meeting: Thursday, April 10th, 2014, 8:00 a.m.
The Skillet, Mt. Vernon