



Cedar/Jones Early Childhood Iowa

*Executive Committee Meeting
Wednesday, June 4th, 2014, 8:00 a.m.
The Skillet, Mt. Vernon*

Present: Kandice Behnke, Paul Frederiksen, Deb Schultz, Jean Sullivan, and Sherri Hunt, ECI Director.

- I. Early Childhood Book Drive** – Still sorting and bagging books when time allows. Distribution to begin soon following a Press Release.
- II. Policies and Procedures** – Sherri is reviewing and will present changes to the Board for approval under the oversight of the Policy and Procedure Committee. Question the need for policy regarding allowable Reimbursement Rates for mileage, lodging, and food costs for contractors.
- III. Director FY15 Proposal** – The Executive Committee will need to make a recommendation to the full Board regarding Salary and Benefits for the Director for FY15.
- IV. FY15 Allocations** – Next steps to address Cedar County Public Health's questions regarding allocations will need to be addressed.

A budget for FY15 will also be presented to the Board for their approval and then submitted to the State office for their approval. There is concern that carryover figures will be less than budgeted.

- V. FY15 Contracts** – Sherri and Board members have begun scheduling and conducting FY15 Contract meetings with programs to discuss terms of contracts for the upcoming year and to set goals regarding performance measures. Each program will have a meeting and these meetings will be complete by the end of June. Contracts will be offered to programs once the State ECI office has approved the Cedar/Jones FY15 Budget.
- VI. State ECI Tool G** – This tool includes changes in the allowable expenses under the Early Childhood Funding stream. Early Childhood funds can only be used to increase the quality and capacity of child care environments. Child Care environments are Child Development Homes, DHS licensed Child Care Centers, and legally operating non-registered child care homes. Funds cannot be used support core programs. Core programs are those meeting Head Start standards, receiving Shared Visions preschool funding, and State Voluntary Preschool programs.

This change does have implications on the Child Care Nurse Consultants which are being funded out of Early Childhood funds and the programs they provide services to.

- VII. Preschool Scholarship Program** – Sherri has been visiting with all preschools throughout Cedar and Jones counties regarding the new Preschool Scholarship Program policies and State Child Care Assistance. Response has been positive thus far.

Reimbursement rates for Preschool Scholarships will need to be determined for FY15. The Preschool Committee normally makes this decision but Sherri would like to have some Board input regarding establishing these rates.

- VIII. Home Visitation – RedCap Reporting System** – With the end of the year upon us, LSI has been working diligently to make sure the new online reporting system is correlating with the data that they are tracking. There has been much difficulty with the reporting of the necessary data. The State TA Team has offered assistance with interpreting reports and a meeting is planned to have Family Support Programs and ECI Directors meet and identify and work through issues.
- IX. Membership Terms** – Recruitment of a male Board member is necessary. Sherri has been given the name of a potential male member from West Branch. She will follow up to see if this individual is interested.
- Larry Hanon has also invited a woman to consider joining the Board. She has attended one meeting and plans to attend again in June before making her decision to move forward. The Board has been working to identify and recruit a male member for the past several months.
- Paul also suggested doing a press release, reaffirming who the Cedar/Jones ECI Board is, its membership, and its purpose, along with the picture of the Board.
- X. Director’s Professional Development Plan** – An amendment draft plan will be presented to the Board at the meeting for Board approval.
- XI. ECI Computer** – a computer has not yet been ordered to replace the current computer. Sherri has been watching finances closely to make sure funds are available in the correct category.
- XII. Child Care Nurse Consultant – Jones County** – Budget amendment is being requested and will require Board action. The Child Care Nurse Consultant in Jones County is requesting funds to be moved into the supply line item to purchase power strip outlet covers.
- XIII. LOE and Community Needs Assessment Plans** -- A decision has not been made regarding next steps and a timeline for moving forward.

Board Meeting: Thursday, June 19th, 2014, 8:30 a.m. Olin Consolidated School, Olin

Next Executive Committee Meeting: Wednesday, July 9th, 2014, The Skillet, Mt. Vernon