



Early Childhood Iowa Area Board
Serving Adair, Dallas, Madison and Warren County

Board Minutes
Thursday, December 13, 2012
Adel Library
303 South 10th Street
Adel, Iowa 50003

Finance Committee Meeting Minutes

The Finance Committee met prior to the board meeting at 6:00 p.m. Committee members present were Cynthia Moffitt and Shirley McAdon. The committee members reviewed payment vouchers, current expenditures, the overall budget, categorical funding streams, interest earned, and the payment voucher processing log. There were no major payment voucher concerns and no major budget concerns; it will be recommended to the board to approve payment for November expenditures for \$89,664.33. Committee adjourned at 6:30 p.m.

Board Meeting Minutes

The board meeting convened at 6:30 p.m.

Attendance

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
<i>Open Position</i>	NA	Bob Ockerman	x	Joyce Kooker		John Jakes	x
Kendalyn Huff		Shirley McAdon	x	Amy Kimball	x	Cynthia Moffitt	x
<i>Open Position</i>	NA	Ann Bass		Julie Feirer	x	Terry Johnson	x
		Dena Owens	x				

Others present (Information)

Peggy Steckline, Janelle Peiffer, Myra Willms, Tammy Engebretson, Connie Jackson, and Debra Schrader.

Distinction of Quorum (Information)

Board membership consists of 13 members, with 11 positions filled; 8 board members were present at the beginning of the meeting, representing quorum.

Announcements (Information)

None

Open Forum (Information)

None

Agenda (Action)

Board member Kimball moved to approve the agenda. Board member Jakes seconded. Motion carried unanimously.

Minutes (Action)

Board member Jakes moved to approve the November 15, 2012, minutes. Board member Owens seconded. Motion carried unanimously.

Board Membership and Tool LL (Information)

The Board discussed board membership concerns that were noted in the FY2012 state annual report. It was discussed about possibly changing the bylaws to offer a range of membership from eight members to thirteen members. Additionally, it was discussed about lowering the number of board meetings from twelve to ten meetings per year. Currently, the required representation has been met: faith, business, parent/consumer, education, health, and human services. Several members can fill more than one of the required six categories. The Board Processes Committee members Moffitt, Kooker, Owens, and Chairperson Ockerman will meet to review the bylaws and bring recommendations to the Board. State ECI tool LL was also reviewed.

Board Membership Renewals *(Action)*

Board member Owens moved to approve board member Bass and board member Huff for three year terms, starting January 1, 2013. Board member Moffitt seconded. Motion carried unanimously. Board member Jakes' and Kimball's terms expire December 31, 2012, and they announced that they will not be seeking renewal terms.

Indicators and Priorities *(Action)*

The Board conducted the annual review of the local indicators. Director Schrader shared that finding reliable data on the number of children enrolled in Hawk-I and Medicaid for the health priority is difficult. Two other indicators, prenatal care and low birth weight, were provided to the Board with input from the family support providers. Board member McAdon moved to utilize the prenatal care indicator and discontinue using the Hawk-I and Medicaid indicator. Board member Owens seconded. Motion carried unanimously. The Board's priorities were reviewed. It was consensus to continue with the current priorities, especially since the Board is in a three-year funding cycle with providers.

Early Childhood Committees *(Information)*

Meetings of the Early Childhood Committees are as follows:

Adair County Early Childhood Committee –The next meeting is December 20, 2012, at 4:15 p.m. at Nodaway Valley Schools.

Dallas County Early Childhood Committee –The next meeting is February 13, 2013, at 1:00 p.m. at the Dallas County ISU Extension office.

Warren County Early Childhood Committee –The committee met December 12, 2012; the minutes have not yet been typed. Topics of discussion included the community impact survey, preschool experience rate, working with school districts in measuring the preschool experience rate, Warren County early childhood resource document, and the adolescent pregnancy prevention grant. The next meeting is February 6, 2013, at 10:00 a.m. at Wells Fargo in Indianola.

Madison County Early Childhood Committee – The committee met December 11, 2012, at 6:30 p.m. at the Winterset Library in Winterset. Topics of discussion were QRS, preschool experience rate, Madison County early childhood resource document, and child abuse prevention. The next meeting is February 12, 2013, at the Winterset Library in Winterset.

Finance Committee *(Action)*

The Finance Committee reviewed the budgets and payment vouchers prior to the meeting. Board member McAdon moved to approve the November payment vouchers in the amount of \$89,664.33. Board member Moffitt seconded. Motion carried unanimously. A summary of the vouchers were provided at the meeting along with cumulative budgets.

Board Processes Committee *(Information)*

None; the committee did not meet.

Program and Service Committee *(Information)*

None; the committee did not meet.

Miscellaneous updates *(Information)*

- FY2012 Annual Report Review – ECI provided the annual report review dated 11-27-12 and it was emailed to board members; hard copies were disseminated. There is one change in the family support section and Ms. Wagler has submitted a revised report. There were no major concerns.
- Board evaluation – The ECI Board evaluation is to be completed by December 16, 2012, utilizing the Google docs survey.
- Early Childhood Formula – Director Schrader continues to facilitate a statewide effort in changing the formula utilized for area boards. At the December directors meeting, 72% of the directors were in favor of changing the formula utilizing data sets that were more representative of how the funds are used. A draft of the allocations using the draft formula was disseminated. The formula change will have a positive impact on the 4 R Kids ECI area. The committee will be seeking State ECI Board endorsement for a change in March.
- Regional fiscal agents – At the December directors meeting, there was an abundance of time allotted on the agenda to get input and discuss the idea of ECI areas utilizing approved fiscal agents. This has become a topic of conversation due to fiscal issues from some local boards.
- Audit review – Meriwether is conducting the audit review and a final report will be provided sometime this month. At this time, there are no concerns and the auditor has commended the Board on their fiscal practices.
- Appreciation Reception – the 2nd annual appreciation reception held December 6 at Summerset Winery was a success, with several legislators in attendance.

Administrative Update *(Information)*

The director will email the administrative update to the board members.

Board Professional Development *(Information)*

Ms. Willms and Ms. Engebretson of Dallas County ISU Extension provided the Board with an overview of the Quality Improvement Project. To date, 21 trainings equaling 53 contact hours and benefiting 315 child care providers who attended (15% of those from Polk County and 11% from surrounding counties) have been held.

Next meeting *(Action)*

Board member Jakes moved to adjourn the meeting at 7:45 p.m. Board member McAdon seconded. Motion carried unanimously. The next meeting is January 17, 2012, in Warren County.

Respectfully submitted by Debra Schrader, Director