



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

Board Minutes
Thursday, October 17, 2013
Greenfield City Hall
202. S. First Street
Greenfield, Iowa 50859

Finance Committee Meeting Minutes

The Finance Committee met prior to the board meeting at 6:00 p.m. Committee members present were Samantha Finneseth and Dena Owens. The committee members reviewed payment vouchers, current expenditures, the overall budget, categorical funding streams, interest earned, fund balance reconciliation, bank reconciliation, 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 September in amounts of \$84,275.92. Committee adjourned at 6:30 p.m.

Board Meeting Minutes

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

Attendance

(x means attendance at the meeting)

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Dena Owens <i>Required Health Representative</i>	x	Bob Ockerman	x	Joyce Kooker <i>Required Business Representative</i>	x	Terry Johnson <i>Required Human Service Representative</i>	x
Kendalyn Huff	x	Samantha Finneseth <i>Required Education Representative</i>	x	Julie Feirer <i>Required Faith Representative</i>		Cynthia Moffitt	
Marlin Markman	x					Khristan Kaufman <i>Required Parent Representative</i>	x

Notes

Board member Huff entered the meeting at 6:45 as noted in the minutes.

4 R Kids Staff Present

Debra Schrader, Executive Director

Others present (Information)

Lyndsie Wagoner, Terry Wangberg, and Leslie Stonehocker.

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 10 positions filled at the beginning of the meeting; 7 board members were present at the beginning of the meeting, representing quorum.

Open Form (Information)

None

Introductions (Information)

Introductions were made by Board members and the audience.

Agenda (Action)

Board member Johnson moved to approve the agenda adding recognition of Board member Feirer's resignation. Board member Owens seconded. Motion carried unanimously.

Board Membership Recruitment *(Information)*

Board member Owens noted that she talked to a potential board member that would represent Madison County and that a board membership application has been received for action tonight. Board members will continue to work on recruitment and strive for gender balance, however it has been challenge. Currently, there are two open positions on the board.

Board Membership Applications *(Action)*

Board member Johnson moved to approve Janice Jensen as a Madison County representative to the board. Board member Kooker seconded. Motion carried unanimously.

Board Member Resignation *(Information)*

Board member Feirer submitted a board membership resignation effective immediately. The resignation has been recognized by the board and is on file.

Dallas County ACES Collaboration Request *(Action)*

The discussion continued from last meeting that was tabled regarding request presented from Dallas County Community Services (fiscal agent) for \$500 in matching funds from 4 R Kids to develop a comprehensive educational plan that includes a mental health toolkit.

Board member Huff entered the room at 6:45.

Since the last board meeting, Dallas County has been awarded a Bock Family Foundation grant as well as a Prevent Child Abuse Iowa technical assistance grant to help with the ACES initiative. After much discussion the motion from the September 12, 2013 meeting was brought back for action, in which Board member Huff had moved to approve \$500 for the ACES Project and Board member Kooker had seconded. Motion carried unanimously. Board member Johnson and Owens abstained due to their involvement with the Mental Health Workgroup. It is to be noted that it is the desire of the 4 R Kids ECI Area Board that any materials that are published is to utilize the 4 R Kids logo. Administrative funds will be utilized for the project.

Family Support and Iowa Code *(Information)*

Correspondence from Early Childhood Iowa was shared about the board being in danger of being out of compliance with Iowa Code 135.106 and 256I.9. The Iowa Code states home visitation program funding is to using evidenced-based or promising models for home visitation by July 1, 2016. Currently, the 4 R Kids ECI Area Board has met that goal at 100%. Early Childhood is with the \$7,406.66 which is less than 1.5% of the funding allocated to family support services that supports group parent education. A response was submitted to ECI on October 1, 2013 stating the 4 R Kids Board is in compliance. There has been no additional communication from ECI.

Early Childhood Funding Input *(Information)*

Early Childhood Iowa is seeking input regarding the use of the early childhood funds. Director Schrader gathered Child Care Resource and Referral, Quality Improvement Project, Preschool Enrichment Project and the Child Care Nurse Consultants together to provide feedback. It is to be noted that several of the state's questions were worded oddly and were difficult to answer. The Board reviewed the input and Director Schrader will submit to ECI.

Appreciation Reception *(Information)*

The 3rd Annual Appreciation Reception is December 6, 2013 at Summerset Winery. Planning is underway for the brief 20 minute program. The Warren County Early Childhood Committee has provided recommendation that the Board do a video as was done last year, have testimonials from families who have received family support, preschool scholarships and child care providers. It was also recommended to have post boards with program results and to have post cards available for families to complete then to present to legislators.

Board Insurance *(Information)*

The 4 R Kids ECI Area Board is currently taking bids for board liability and director and offices insurance. Jester Insurance and ICAPP have been contacted for bids. It is hopeful that bids can be reviewed at the November meeting, the insurance coverage will be effective January 1, 2014.

Early Childhood Committees *(Information)*

The Warren County Early Childhood Committee met October 2, 2013. Items of discussion were recommendations for the 3rd Annual Reception, Prevent Child Abuse, and other misc updates. Madison County Early Childhood Committee met October 8, 2013 and had a presentation about 1st Five from Warren County Public Health. Adair and Dallas County has not met.

Levels of Excellence *(Information)*

Early Childhood Iowa has selected April 17, 2014 at 5:00 for the 4 R Kids ECI Area Board onsite review that will last 2 1/2 hours. The board discussed the possibility of having a light dinner during the review. The 5:00 time may be difficult for some board members, but it was consensus for the 5:00-7:30 time. Ms. Foley from DHS will be the lead and Ms. Wagler from the Department of Management will assist. Director Schrader provided a draft of the 4 inch portfolio binder for Levels of Excellence and reviewed a few items. It is required to have

two portfolio binders submitted by December 30, 2013. The Board reviewed potential questions that may be asked during the 2 1/2 hour onsite visit by Early Childhood Iowa.

Finance Committee *(Action)*

The Finance Committee reviewed the budgets, payment vouchers, bank statement, and fund balance reconciliation, prior to the meeting. Board member Finneseth moved to approve the September payment vouchers in the amounts of \$84,275.92. Board member Huff seconded. Motion carried unanimously. A summary of the vouchers were provided at the meeting along with cumulative program budgets.

Board Process Committee *(Information)*

The committee did not meet.

Board Program and Service Committee *(Information)*

The committee did not meet.

Miscellaneous Board Updates *(Information)*

New Opportunities has received the 1st Five Health Mental Development grant for Iowa Department of Public Health to serve Dallas County.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update September-October. Items included - update on the Prevent Child Abuse Councils, Preschool Enrichment Project, audit review, family support map, 1st quarter state financial report, preschool experience rate, annual report, LOE, board orientation, professional development. A separate report regarding the state ECI Director meeting on September 12, 2013 was also provided.

Board Professional Development *(Information)*

A presentation about the Parents as Teacher program by Southwester Community College was provided to the board.

Next meeting *(Action)*

Board member Huff moved to adjourn the meeting at 8:10 p.m. Board member Owens seconded. Motion carried unanimously. The next meeting is November 21, 2013 at the Farmers & Merchant Bank in Winterset.

Respectfully submitted by Debra Schrader, Director