

**October 3, 2012**  
**4 R Kids Program and Service Committee Minutes**  
**6:00 P.M.**  
**Support Services**  
**306 Public Square**  
**Greenfield, Iowa 50849**

**Attendance**

The meeting was conducted by conference call with the location at Support Services in Greenfield. Those attending by conference call Ann Bass, Amy Kimball, and Debra Schrader, those attending in person Kendalyn Huff.

**Overview**

On September 18, 2012 the 4 R Kids ECI Area Board authorized the Program and Service Committee to proceed with the selection of a contractor for home visitation services in Adair County.

**RFP Review**

The committee reviewed two proposals that were submitted to provide family support services in Adair County. Children and Families of Iowa and Southwestern Community College submitted proposals utilizing the Parents as Teachers model.

**Children and Families of Iowa notes**

- Average score 28.0 of a possible 36 points
- There appears to be no history in providing PAT currently or in the past
- Budget did not add up correctly, off by \$131
- Requested \$54,862
- Benchmarks – 15 families, 30 children, 1 average visit per month, 1 FTE

**Southwestern Community College notes**

- Average score 32.75 of a possible 36 points
- Currently provides PAT in another county and has experience
- Business plan was good with a detailed timeline
- Due to training standards, limited ages to be served is a concern – but applicant is adhering to the PAT training standards which is a plus
- Employee benefits needed to be broken down more
- History and continuity; lots of contacts in the area
- Budget did not add up correctly, off by \$28
- Requested \$53,399
- Benchmarks – 15 families, 20 children, 60 visits, 1 FTE

**Contract and Funding**

It was consensus of the committee to offer a \$53,399 contract to Southwestern Community College for Parents as Teachers service in Adair County, effective October 5, 2012.

It was consensus not to fund the Children and Families of Iowa proposal.

**Transition**

The committee discussed the current contract files and materials at Adair County Extension. It was consensus of the group to have Southwestern Community College work with Adair County Extension in the exchange of the family files and materials.

The meeting adjourned at 6:30 P.M.

Respectfully submitted by Debra Schrader