



## **Board Processes Committee Minutes**

**September 14, 2015**

**Sports Page Restaurant**

**224 E Hwy 92**

**Winterset, Iowa 50273**

### **Minutes**

Meeting convened at 12:00 Noon.

### **Those present**

Committee members present Bob Ockerman, Joyce Kooker, Terry Johnson and Debra Schrader.

### **FY15 Marketing and Public Awareness Evaluation** *(information)*

The committee reviewed the FY15 marketing and public awareness evaluation. During FY15 a total of \$3,173 was spent on activities.

### **Policies and Contract Non-Compliance** *(action requested)*

The committee reviewed policy 3.8 "non-compliance with contract requirements". There was much discussion regarding having additional policies for non compliance issues, but the committee felt the current policy is satisfactory with a few changes. The recommended changes are noted in red and pertain to who is responsible for the course of action. It was consensus of the committee to recommend these changes to Policy 3.8 to the Board.

The committee also discussed Partners in Family Developments contract noncompliance issue regarding serving less than 75% of clients with required state eligibility criteria. The committee also recommends that the current cost per visit rate be utilized as consequence for noncompliance and is to be computed on the number of visits conducted on two families during FY15. The ECI Director will follow-up with Partners in Family Development in identifying the two families as well as the number of visits that were conducted for both families during FY15. The total for repayment of funds from Partners in Family Development will be presented at the next Board meeting.

### **Board Bylaws** *(action requested)*

The committee reviewed the bylaws and made major changes. The recommended changes are in blue and pertain to the appeals section. It was consensus of the committee to recommend to the Board to enter into a resolution to amend the current bylaws with the recommended changes.

### **Legislative Agenda** *(information)*

The committee briefly discussed items for the FY16 legislative agenda. Due to the Early Childhood Iowa making recommendation to changes in legislative language, the legislative agenda was tabled.

Meeting adjourned at 1:00