

4 R Kids Program and Service Committee Minutes
Friday August 24, 2018
9:00 A.M.

Attendance

Justin Terry, Lois Hoger, Dena Owens, Khristan Kaufman and Debra Schrader were in attendance via conference call. Justin Terry will be the reporter for the meeting.

FY18 Annual Report Review Highlights (*information*)

The committee reviewed the FY18 annual report materials that included financial statements, annual reports from providers, an annual report snapshot, trend data document & analysis with the effectiveness of programs, local and state performance measures, executive summary, and several family support comparison documents. Below are a few overall comments after reviewing the data.

- All contractors submitted their respective annual reports timely as well as the last payment vouchers.
- Family Support programs were compared to each other and a few interesting data facts are; the average age of mothers is 27.9 which is similar to last fiscal year and the primary language other than English was Spanish at 26% which is similar to last fiscal year.
- 53% of funds were spent on family support services, 23% spent on preschool services, 12% on child care services, 10% on service coordination/planning and 2% on board operations.
- The FY18 financial statements have been reconciled with the fiscal agent. There was \$83,145.70 or 10% of school ready funds carried over and \$127.65 or less than 1% of early childhood funds carried over into FY19, no more than 20% is allowed to be carried over in either fund. Compared this time last year school ready was 7% and early childhood was less than 1%.
- Of the FY18 carryover funds, all but \$36,040.55 has been allocated to programs for FY18, compared to last year with \$32,731.40. At this time the \$36,040.55 will be held in reserves for potential unmet needs during FY18.
- The ECI director has entered the required data online at Iowa grants.gov which is due no later than September 15.

After a comprehensive review, the committee will pursue a face to face meeting after the 1st quarter report, sometime in October, with Partners in Family Development with the Parents as Teachers program to have a better understanding with the waiting list and what the board can do to assist.

The 4 R Kids Board will receive the executive summary, snapshot report, financial statements, and the trend data analysis at the September 13, 2018 board meeting. The executive summary and snapshot report, and financial statements will be posted on the website.

FY18 Annual Report Approval (*action requested*)

It is consensus of the committee to recommend approval of the FY18 annual report, executive summary, and school ready and early childhood financial statements. The due date for board approval is no later than September 15, 2018.

Annual Advocacy (*information*)

The committee discussed conducting lunch and learns again this year and working with economic development and/or chamber of commerce's to educate local policy makers (federal and state officials). Due to this being an election year, it would be best to have the events after November 6, 2018.

Adjourn (*information*)

Meeting adjourned at 10:00.