



**Early Childhood Iowa Area Board
Minutes
Thursday April 16, 2020
Electronic Meeting**

Board Meeting (Information)

Board Chairperson Bosch convened the meeting at 6:30 p.m. by electronic means per Governor Proclamation March 20, 2020. See note at the end of the minutes.

Attendance (Information)

(x means attendance at the meeting)

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Deb Blazek	X	Kevin Howe <i>Required Business Representative</i>	X	Paul Millhollin	X	Justin Terry <i>Required Human Service Representative</i>	
		Dena Owens <i>Required Health Representative</i>	X	Janice Jensen	X	Khristan Kaufman <i>Required Parent Representative</i>	X
		Lois Hoyer <i>Required Faith Representative</i>		Rita Martens	X	Jean Bosch <i>Required Education Representative</i>	X

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Elizabeth Stanek (Linking Families ECI), Tami Foley (Dallas County resident), and Gina Wells (Child Care Resource & Referral)

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 9 positions filled at the beginning of the meeting; 8 board members were present at the meeting representing quorum. It is to be noted a new board member was approved later in the meeting.

Open Forum (Information)

None.

Introductions (Information)

Introductions were made by Board members and the audience.

Agenda (Action)

Board member Millhollin moved to approve the agenda. Board member Owens seconded. Voice votes as follows.

Board Member	Yes	No
Board member Blazek	X	
Board member Howe	X	
Board member Owens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	

Motion carried unanimously.

Minutes (Action)

Board member Jensen moved to approve the February 20, 2020 minutes. Board member Millhollin seconded. Voice votes as follows.

Board Member	Yes	No
Board member Blazek	X	
Board member Howe	X	
Board member Owens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	

Motion carried unanimously.

Board Membership Application (Action)

Board member Jensen moved to approve Ms. Martens board membership application. Board member Owens seconded. Voice votes as follows.

Board Member	Yes	No
Board member Blazek	X	
Board member Howe	X	
Board member Owens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	

Motion carried unanimously

Board Membership (Information)

Board members continue with recruitment efforts and strive for gender balance. The board has a range of board members from eight to twelve. There are two positions open on the board for Adair County.

Contractor Onsite Review Report (Information)

Director Schrader provided a detailed FY20 contract performance review report to the board. The onsite program onsite reviews took place in January and February 2020 at each place of business. The report included onsite monitoring, a review of each agencies fiscal audit, review of client files and client enrollment criteria as well as the effectiveness of the programs. There were no corrective action plans recommended for FY20 contracts.

Finance Committee (Action)

Due to COVID-19 and abiding by social distancing, Board chairperson Bosch provided authority for Director Schrader to sign all payment vouchers until social distancing restrictions are lifted. Board chairperson Bosch conducted extra review on reimbursements to Director Schrader by email. The rate of spending for school ready funds is 63% and the rate of spending of early childhood funds is 71%. On target is 75%. Board member Millhollin moved to approve February and March 2020 expenditures in the amounts of \$98,331.35 and \$82,805.15 respectively. Board member Blazek seconded. Voice votes as follows.

Board Member	Yes	No
Board member Blazek	X	
Board member Howe	X	
Board member Owens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Martens	X	

Motion carried unanimously.

Board Process Committee

No report, the committee did not meet.

Board Program and Service Committee

No report, the committee did not meet.

Administrative Update (Information)

Director Schrader disseminated an administrative update and items included:

- Iowa Communities Insurance Pool grant;
- Request for assessment of needs from Amerigroup;
- Insurance refund checks;
- Website assistance;
- Records request;
- Iowa Family Support Credential for SWCC PAT program;
- FY21 Request for renewal grants;
- FY21 funding allocations;
- State ECI board action on carryover;
- Audit review;
- State ECI office support;
- Success story;
- Prevent Child Abuse efforts and grant awards;
- Early Childhood committee updates;
- Professional development;
- Marketing and public awareness activities.

Miscellaneous Board Updates (*Information*)

None.

Next meeting (*Information*)

The meeting adjourned at 7:16 p.m. The next meeting is May 21, 2020 and is tentatively scheduled to be at the Winterset Public Library. However, most likely the meeting will be by Zoom.

Electronic Meetings Permission

Due to COVID-19, this meeting was held via Zoom only. Permission granted by the following:

Per Governor Proclamation on March 20, 2020

ELECTRONIC MEETINGS AND HEARINGS

SECTION NINE. Pursuant to Iowa Code § 29C.6(6), and at the request of the Iowa League of Cities on behalf of numerous local governmental bodies, I temporarily suspend the regulatory provisions of Iowa Code §§ 21.8, 26.12, and 414.12, or any other statute imposing a requirement to hold a public meeting or hearing, to the extent that the statutes could be interpreted to prevent a governmental body from holding the meeting by electronic means, provided that the governmental body properly notices the meeting or hearing and includes a telephone conference number or website address that permits the public to participate in the meeting or hearing. I also temporarily suspend those statutes to the extent they could be interpreted to prevent a governmental body from limiting the number of people present at an in-person location of the meeting, provided that the governmental body provides a means for the public to participate by telephone or electronically as provided in this section.