



**Early Childhood Iowa Area Board
Minutes
Thursday May 21, 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		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>		Janice Jensen	X	Khristan Kaufman <i>Required Parent Representative</i>	X
		Lois Hoyer <i>Required Faith Representative</i>	X	Rita Martens	X	Jean Bosch <i>Required Education Representative</i>	X

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Kristie Nixon (Southwestern Community College), Sheena Sullivan (Partners in Family Development), Tami Foley (Dallas County resident), and Michelle Greenough (Child Care Resource & Referral)

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; 6 board members were present at the meeting representing quorum.

Open Forum (Information)

None.

Introductions (Information)

Introductions were made by Board members and the audience.

Agenda (Action)

Board member Martens moved to approve the May 21, 2020 agenda. Board member Hoyer seconded. Voice votes as follows.

Board Member	Yes	No
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoyer	X	

Motion carried unanimously.

Board member Howe entered the room at 6:41.

Minutes (Action)

Board member Jensen moved to approve the April 16, 2020 minutes. Board member Martens seconded. Voice votes as follows.

Board Member	Yes	No
Board member Howe	X	
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoger	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.

ECI Director Compensation (Action)

The board had discussion regarding compensation for the executive director. Board member Millhollin moved to provide for a 3% raise for the executive director or the new fiscal year starting July 1, 2020. Board member Jensen seconded. Voice votes as follows.

Board Member	Yes	No
Board member Howe	X	
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoger	X	

Motion carried unanimously.

Director Schrader thanked the board for the compensation package for the upcoming year. She is blessed with a compassionate board and terrific contractors.

Conflict of Interest (Information)

Board members read the conflict of interest statements as well as verbally stated their conflict of interest. All board members verbally stated they had no conflict of interest.

Code of Ethics (Information)

Board members read the annual code of ethics.

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 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 69% and the rate of spending of early childhood funds is 79%. On target is 83%. Board member Millhollin moved to approve April 2020 expenditures in the amount of \$69,205.73. Board member Hoger seconded. Voice votes as follows.

Board Member	Yes	No
Board member Howe	X	
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoger	X	

Motion carried unanimously.

Board Process Committee

No report, the committee did not meet.

Board Program and Service Committee

The Committee met May 1, 2020 from 9:00 to 10:45 by Zoom. Board member Jensen reported for the committee. Minutes and supporting documentation from the Program and Service Committee were provided.

3rd Quarter Report Review (Information)

The committee met and reviewed the contractor's 3rd quarter progress reports and financial statements. A summary report along with the 3rd quarter progress report results were provided. There are no major concerns with any of the contracts.

Family Support Criteria (Information)

The committee had further discussion regarding the 75% state enrollment criteria for family support programs. There are no recommendations to have increased criteria at this time but it will continue to be a topic on the agenda.

FY21 Funding Awards and Plan (Action)

The committee reviewed the 4 R Kids strategic plan and continues to utilize it as a framework to build the FY21 funding plan. It is anticipated that the board will receive \$880,209 in school ready funding, and \$169,881 in early childhood funding. Both funds had an increase from the previous year. Early Childhood Iowa has recommended local boards plan for a 10% budget reduction sometime during FY21. The board administrative budget remained the same as the previous year of \$12,000.00 and the director compensation is \$88,050 for and \$17,300 for expenses. Board member Jensen moved to approve the committee recommendations for the FY21 funding plan pending Early Childhood Iowa approval, Department of Human Services approval, Department of Education approval, any legislative changes. Board member Martens seconded. The FY21 funding plan was approved as follows. Voice votes as follows.

Board Member	Yes	No
Board member Howe	X	
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoyer	X	

Motion carried unanimously.

Agency	Amount	Project
Dallas County Agricultural Extension	\$64,693	Preschool Enrichment/Coordinated Intake
Dallas County Agricultural Extension	\$154,560	Preschool Scholarships
Dallas County Agricultural Extension	\$8,400	Preschool Dental Screenings
Dallas County Agricultural Extension	\$3,055.50	Preschool Transportation
Dallas County Agricultural Extension	\$6,825	Preschool Professional Development
Dallas County Agricultural Extension	\$84,317	Quality Child Care Project
Dallas County Agricultural Extension	\$15,750	Quality Improvement Mini Grants
Iowa AEYC	\$39,492	WAGES Project
Warren County Health Services	\$35,647	Child Care Nurse Consultant
Orchard Place/Child Care Resource & Referral	\$10,238	Child Care Incentives
Orchard Place/Child Care Resource & Referral	\$23,346	Consultation
Lutheran Services of Iowa	\$153,000	New Parent Program
Partners in Family Development	\$272,000	Parents as Teachers
Southwestern Community College	\$92,924.62	Parents as Teachers
Visiting Nurse Services	\$25,222.84	Child Care Nurse Consultant
Total	\$989,470.96	

Administrative Update (Information)

Director Schrader disseminated an administrative update and items included:

- Covid-19 information;
- FY21 work plan;
- 4 R Kids community plan;
- Child care survey results;
- Quality Rating system for child care;
- Financial assistance for child care providers
- Free phones for family support programs;
- ECI state Tool FF;
- Carryover approval;

- Children’s behavioral health system;
- Iowa small business relief program’
- LSI video in lieu of professional development presentation;
- Success story of the month;
- Thank you from a child care provider;
- Prevent Child Abuse efforts;
- Early Childhood committee updates;
- Professional development;
- Marketing and public awareness activities.

Miscellaneous Board Updates (*Information*)

None.

Next meeting (*Information*)

Board member Martens moved to adjourn at 7:22 p.m. Board member Millhollin seconded. The next meeting is September 10, 2020, location to be determined in Dallas County.

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.