



**Early Childhood Iowa Area Board  
Minutes  
Thursday November 19, 2020  
Electronic Meeting**

**Board Meeting (Information)**

Board Vice-Chairperson Terry 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>	X
		Dena Owens <i>Required Health Representative</i>		Janice Jensen	X	Khristan Kaufman <i>Required Parent Representative</i>	X
		Lois Hoger <i>Required Faith Representative</i>	X	Rita Martens	X	Jean Bosch <i>Required Education Representative</i>	

**4 R Kids Staff Present (Information)**

Debra Schrader, Executive Director.

**Others present (Information)**

Tami Foley (Dallas County resident), Kristie Nixon (Southwestern Community College), Gina Wells (Child Care Resource & Referral) and Hannah Vander Kopsa (Crisis Intervention & Advocacy).

**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; 7 board members were present at the meeting representing quorum.

**Open Forum (Information)**

None.

**Introductions (Information)**

Introductions were made by Board members and the audience.

**Board Professional Development (Information)**

A presentation was provided by Ms. Nixon from Southwestern Community College who administers the Adair County Parents as Teachers program. Information was shared how the program is adapting to COVID-19 restrictions.

**Agenda (Action)**

Board member Hoger moved to approve the November 19, 2020 agenda. Board member Martens 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 Hoger	X	
Board member Howe	X	

Motion carried unanimously.

**Minutes (Action)**

Board member Millhollin moved to approve the September 10, 2020 minutes. Board member Jensen 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 Hoger	X	
Board member Howe	X	

Motion carried unanimously.

**Board Member Resignation (Action)**

Board member Martens moved to accept Board member Bosch's resignation effective January 1, 2021. Board member Jensen 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 Hoger	X	
Board member Howe	X	

**Re-Election of Board Members (Action)**

There were two board member terms that were to expire January 1, 2021. Board member Jensen moved to renew board member terms for Board members Millhollin and Martens. Board member Hoger seconded. Voice vote as follows.

Board Member	Yes	No
Board member Martens	abstained	
Board member Jensen	X	
Board member Millhollin	abstained	
Board member Kaufman	X	
Board member Hoger	X	
Board member Howe	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 and one for Warren County. Director Schrader has provided information to two prospective candidates this week who can serve in many capacities. Board member Hoger has someone that may be interested.

**Annual Meeting****Election of Officers (Action)**

Board member Millhollin moved to elect Board member Terry as Chairperson. Board member Howe seconded.

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

Motion carried unanimously.

Board member Jensen moved to elect Board member Martens as Vice Chairperson. Board member Hoger seconded. Officer's terms are for one year and start January 1 and end December 31.

Board Member	Yes	No
Board member Martens	abstained	
Board member Jensen	X	

Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoyer	X	
Board member Howe	X	

Motion carried unanimously.

#### **Board Committees** *(Information)*

The board reviewed the committees that each board member is on for the next year, there were no changes.

#### **Annual Board Performance** *(Information)*

Director Schrader announced that the annual board performance review will be conducted in December and a survey link will be sent to board members. Additionally, the community will also conduct a performance review of the board. It was noted this is not a requirement of local ECI boards, however the Board Process Committee feels this is best practice and will continue to conduct the evaluation.

#### **Designation Logistics** *(Information)*

Director Schrader provided an overview of the logistics for the Early Childhood Iowa designation process. All meetings will be conducted virtually on December 17, 2020 which is the regular day for the board meeting. The board meeting will be at 6:00 to take care of any necessary business then it will move into the designation session of the meeting. There are three parts to the designation process. A meeting held with the Ms. Winslow, Ms. Wagler and Director Schrader from 1:15 – 2:15; Ms. Winslow and Ms. Wagler with conduct a meeting with community partners from 2:00-3:00 with no board members or the ECI director; and a meeting will be conducted with Ms. Winslow, Ms. Wagler and members of the 4 R Kids ECI area board from 6:30-8:00. Board members were reminded to review the 4 R Kids community plan prior to the designation meeting.

#### **Family Support Guidance** *(Information)*

Early Childhood Iowa has continued to provide guidance regarding conducting face to face visits. If face to face visits are conducted family support programs are required to provide certain information to the ECI Director within in five days of the visit and the information will be entered into a Google data base maintained by Early Childhood Iowa. Guidance has been provided to family support programs and they are kept abreast of any changes in the guidance. At this time all three home visitation programs are conducting meetings virtually and there has been no face to face meetings with families.

#### **Finance Committee** *(Action)*

The Finance Committee reviewed budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Martens moved to approve August, September and October expenditures in the amounts of \$61,622.85, \$77,998.91 and \$89,452.70 respectively. Board member Millhollin 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	
Board member Howe	X	

Motion carried unanimously.

#### **Board Program and Service Committee** *(Action)*

The Committee met October 30, 2020 at 9:00 by Zoom and board member Jensen reported for the committee. The committee reviewed the preschool tuition policy and recommended raising the preschool tuition cap from \$175 to \$200 per week, modify the eligibility criteria from 200% to 225% of the federal poverty level and allow for minor changes to quality standards for preschools. Board member Jensen moved to approve the amended preschool policy effective November 2020. Board member Martens 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	
Board member Howe	X	

Motion carried unanimously.

The committee also reviewed the 1st quarter progress reports from the contractors and there were no fiscal or programmatic concerns. The 1st quarter reports are located on the 4 R Kids website. In addition to the reports, updates were provided regarding a Heart of Iowa grant that was received for Dallas County child care providers for iPads; family support guidance; national certification for family support professionals; and possible alignment of DHS and IDPH. The next meeting is February 5, 2020 at 9:00.

#### **Board Process Committee (Action)**

The board bylaws were reviewed and there is one recommended change in the electronic meeting section. This is the second reading of the bylaws. Board member Howe moved to approve the bylaws. Board member Martens seconded. Voice votes as follows.

<b>Board Member</b>	<b>Yes</b>	<b>No</b>
Board member Martens	X	
Board member Jensen	X	
Board member Millhollin	X	
Board member Kaufman	X	
Board member Hoyer	X	
Board member Howe	X	

Motion carried unanimously.

#### **Administrative Update (Information)**

Director Schrader disseminated an administrative update and items included:

- Covid-19 resources and update;
- FY20 ECI annual report approval;
- Heart of Iowa Advisory Board;
- CARES funding and grant awards;
- Children's Jungle Child Care Center Earn and Learn Grant;
- Family support guidance;
- Realignment of Iowa Department of Human Services and Iowa Department of Public Health;
- Association FY20 annual report;
- Preschool experience rate;
- Designation;
- ECI state meetings;
- Success story;
- Prevent Child Abuse councils efforts and involvement;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

#### **Miscellaneous Board Updates (Information)**

None.

#### **Next meeting (Information)**

Board member Terry adjourned the meeting at 7:40 p.m. The next meeting is December 17, 2020 at 6:00.

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#### **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.*