



**Early Childhood Iowa Area Board
Minutes
Thursday May 20, 21, 2021
Electronic Meeting**

Board Meeting (Information)

Board Vice-Chairperson Martens 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>
Tammy Walk	X	Lois Hoyer <i>Required Faith Representative</i>		Janice Jensen <i>Required Health Representative</i>	X	Khristan Kaufman <i>Required Parent Representative</i>
Brittany Shinn	X			Rita Martens	X	Nichole Gunn <i>Required Education Representative</i>

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Alyssa Barton (Lutheran Services in Iowa), Nancy Krause (Lutheran Services in Iowa), Sheena Sullivan (Short Years Partnership), Rachel Bardwell (Short Years Partnership), Kelly Phelps (Child Care Resource & Referral), Kristie Nixon (Southwestern Community College) and Tami Foley (Dallas County citizen).

Distinction of Quorum (Information)

Board membership consists of no less than 8 members and no more than 12 members, with 11 positions filled at the beginning of the meeting; 8 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)

Presentations were provided by Lutheran Services in Iowa and Short Years Partnership who provide home visitation services.

Review of Board Responsibilities (Information)

As part of the Boards new professional development plan, the Board will review sections of state tools at each board meeting. The Board reviewed the Early Childhood Iowa Tool UU.

Agenda (Action)

Board member Shinn moved to approve the May 20, 2021 agenda. Board member Jensen seconded. Votes as follows.

Board Member	Yes	No
Board member Jensen	X	
Board member Kaufman	X	
Board member Howe	X	
Board member Walk	X	
Board member Shinn	X	
Board member Gunn	X	
Board member Millhollin	X	

Motion carried unanimously.

Minutes (Action)

Board member Jensen moved to approve the April 15, 2021 minutes. Board member Gunn seconded. Votes as follows.

Board Member	Yes	No
Board member Jensen	X	
Board member Kaufman	X	
Board member Howe	X	
Board member Walk	X	
Board member Shinn	X	
Board member Gunn	X	
Board member Millhollin	X	

Motion carried unanimously.

Board Member Recruitment (Information)

Board members continue with recruitment efforts and strive for gender balance. The board has a range of board members from eight to twelve with 11 positions filled. There is one position open on the board for Dallas County.

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.

Future Meetings and Locations (Information)

Physical locations will be required when the Governors proclamation ends May 30, 2021. Input was sought regarding possible locations to have future boards meetings. The Board Process committee will met in August to discuss meeting locations and make recommendations at the September 9, 2021 board meeting.

Finance Committee (Action)

The Finance Committee members reviewed budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Millhollin moved to approve the March and April 2021 expenditures in the amounts of \$93,233.03 and \$146,355.13 respectively. Board member Howe seconded. Votes as follows.

Board Member	Yes	No
Board member Jensen	X	
Board member Kaufman	X	
Board member Howe	X	
Board member Walk	X	
Board member Shinn	X	
Board member Gunn	X	
Board member Millhollin	X	

Motion carried unanimously.

Program and Service Committee (Information)

The Committee met May 7, 2021 from 9:00 to 12:00 at the Madison County ISU Extension office in Winterset Iowa. Board member Shinn 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 contracts.

FY22 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 FY22 funding plan. It is anticipated that the board will receive \$884,205 in school ready funding, and \$192,410 in early childhood funding. Both funds had an increase from the previous year. There is an estimated carryover of \$128,500 from FY21. This was an open Request for Proposal process with the options for contract renewal for two additional years.

Board member Shinn moved to approve the committee recommendations for the FY22 funding plan pending Early Childhood Iowa approval, Department of Human Services approval, and Department of Education approval. Board member Kaufman seconded. The FY22 funding plan was approved as follows. Votes as follows.

Board Member	Yes	No
Board member Jensen	X	
Board member Kaufman	X	
Board member Hoyer	X	
Board member Howe	X	
Board member Blazek	X	
Board member Walk	X	
Board member Shinn	X	
Board member Gunn	X	
Board member Millhollin	X	

Motion carried unanimously.

Agency	Program	Award
Lutheran Services of Iowa	New Parent Program HFA – long term home visitation	\$161,031.00
Short Years Partnership	Parents as Teachers – long term home visitation	\$272,000.00
Southwestern Community College	Parents as Teachers – long term home visitation	\$100,829.01
Warren County Health Services	Child Care Nurse Consultant	\$41,533.11
Every Step (Formally VNS)	Child Care Nurse Consultant	\$30,441.00
MATURA	Child Care Nurse Consultant	\$9,217.01
Dallas County ISU Extension	Child Care Quality Improvement Project (Training, Mini Grants, IECMHC)	\$142,678.00
Orchard Place/CCRR	Child Care Provider Incentives (QRS, ChildNet, BIP)	\$17,493.00
Orchard Place/CCRR	Child Care Provider Consultation and Technical Assistance	\$22,802.00
Dallas County ISU Extension	Preschool Enrichment/Coordinated Intake Project	\$72,001.00
Dallas County ISU Extension	Preschool Scholarship Tuition	\$153,700.00
Dallas County ISU Extension	Preschool Transportation	\$2,650.00
Dallas County ISU Extension	Preschool Dental Screening	\$9,010.00
Dallas County ISU Extension	Preschool Professional Development	\$5,300.00
Reserve	Performance Program Incentives for Family Support Programs	\$30,000.00
Total		\$1,070,682.13

Board Process Committee *(Information)*

The committee did not meet. The next meeting will be sometime in August.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- Covid-19 data and resources;
- Legislation and bills;
- Technical assistance to local ECI areas;
- Family support guidance;
- Family support incentives;
- U.S Census data;
- Annual financial audit;
- Website assistance and upgrade;
- Child abuse data;
- Marketing and sponsorship;
- Association update;
- Open meetings proclamation;
- ECI support meetings;
- Success story;
- Prevent Child Abuse councils efforts and involvement;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Next meeting (Information)

Board Vice-Chairperson moved to adjourn the meeting at 7:35 p.m.
The next meeting is September 9, 2021 at 6:30, location to be determined.

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.