



**Early Childhood Iowa Area Board
Minutes
Thursday February 17, 2022
Union State Bank
611 Iowa Hwy 92
Winterset, Iowa 50273**

Board Meeting (Information)

Board Chairperson Terry convened the meeting at 6:30 p.m.

Attendance (Information)

(x means attendance at the meeting)

Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Deb Blazek <i>Required Faith Representative</i>	x	Kevin Howe <i>Required Business Representative</i>	x	Paul Millhollin	x	Justin Terry <i>Required Human Service Representative</i>	x
Brittany Shinn		Bryce Smith					
				Rita Martens	x	Nichole Gunn <i>Required Education Representative</i>	
						Nancy Hopkins	x

Board members Blazek, Martens, Howe were present by electronic means.

It is to be noted that three new board members were approved for membership at the meeting.

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Myra Willms, Val Cameron, Ann Torbert and Michelle Greenough (Child Care Resource & Referral), Jesse Ramey, Colleen Strohmaier, and Wendy Sawyer.

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; 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.

Board Professional Development (Information)

Representatives from Dallas County ISU Extension provided an overview of the Preschool Enrichment project and the Quality Improvement and Infant and Early Childhood Mental Health Project. The 4 R Kids Board has been recognized by the ISU Extension South Central Service area for investing in infant and early childhood mental health consultation.

As part of the Boards professional development plan, the Board reviews sections of state tools and legislative language at each board meeting. The Board reviewed tool NN about a community plan.

Agenda (Action)

Board member Millhollin moved to approve the January 17, 2022 agenda. Board member Hopkins seconded. Motion carried unanimously.

Minutes (Action)

Board member Hopkins moved to approve the December 16, 2021 minutes. Board member Blazek seconded. Motion carried unanimously.

Board Membership Recruitment and Retention (Information)

Board members continue with recruitment efforts and strive for gender balance. The board has a range of board members from eight to twelve.

Board Membership Applications (Action)

Martens moved to approve board membership applications from Ms. Colleen Strohmaier, Ms. Wendy Sawyer and Mr. Jesse Ramey. Board member Millhollin seconded. Motion carried unanimously.

Annual Performance Review (Information)

The board will be conducting the annual review of the ECI Director in the next few weeks. If you have any questions contact Board chairperson Terry.

FY22 Contract Termination (Information)

The 4 R Kids ECI Board issued a contract for prenatal pilot program effective December 1, 2022, however due to staffing challenges terminated the contract effective February 3, 2022. No expenditures will be billed to the board.

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 December 2022 and January 2022 expenditures in the amount of \$88,919.23 and \$124,844 respectfully. Board member Hopkins seconded. Motion carried unanimously.

Board Program and Service Committee

Board member Hopkins reported for the committee that met February 11, 2022.

FY23 Preschool Tuition and Transportation Policy (Information)

There are no recommended changes to the preschool tuition policy for FY23.

2nd Quarterly Report (Information)

The committee reviewed the 2nd quarter progress reports from the contractors, there are no major concerns at this time. A compilation of data was provided to the board on each contract. The 2nd quarter reports are located on the 4 R Kids website. It was noted that the school ready funds expenditure rate was 40% and the early childhood funds expenditure rate was 41%, on target is 50%. All contractors submitted their quarterly reports timely and are meeting, exceeding or are close to meeting benchmarks.

PiP (Information)

Three contractors were eligible for cash incentives from the state with a matching incentive from the 4 R Kids ECI area board for achieving three different benchmarks. Lutheran Services in Iowa met all three benchmarks and will receive \$1,500 for the state and \$4,249.98 for the 4 R Kids Board. Southwestern Community College met two of the three benchmarks and will be receiving \$1,000 from the state and \$2,831.32 from the 4 R Kids ECI area board. These incentives are just for the fiscal year FY23.

Request for Renewal (Information)

The FY23 request for renewal process will be released in March 11, 2022 and April 18, 2022, this is the second year of a three grant process, and there is no open competition to the public for FY23.

Board Process Committee

Board member Millhollin reported for the committee that met February 8, 2022.

Policy 4.4.1 (Action)

The committee recommends minor changes to Policy 4.4.1 Expenditures and Disbursements Invoice Requirements. Board member Millhollin moved to approve the changes. Board member Martens seconded. Motion carried unanimously.

Board Evaluation and Professional Development Plan (Action)

The Board Process committee reviewed the results of the board performance evaluation that was conducted by the community and the board. It was noted that the community and the board were fairly consistent on a scale of 1-5. The average score from the community was 4.4 and the average score from the board was 4.7. It was noted that the board scored the lowest in areas of stakeholder diversity, representation to the community and involvement in the board's work. Areas that scored highest are the board receiving regular reports and board common understanding of roles. The committee presented the FY23 board professional development plan which they utilized the scores and comments from the evaluation. The plan is similar to last year. It was noted that a board evaluation and board professional development plan is no longer a requirement of Early Childhood Iowa, but the committee felt it is a best practice to continue with the process. Board member Hopkins moved to approve the FY23 board professional development plan. Board member Millhollin seconded. Motion carried unanimously.

FY23 Board Meeting Calendar (Information)

The committee has drafted the FY23 board meeting calendar, it mirrors the FY22 calendar.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- Covid-19 update, the COVID website was decommissioned 2-16-22;
- Legislative update
- Contract termination
- FY21 audit;
- Annual contract monitoring;
- Infant and early childhood mental health consultation;
- Letters to legislators;
- Statewide child care survey results;
- Success story;
- Employee retention credit and study;
- Success story;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Miscellaneous Board Updates *(Information)*

None.

Next meeting *(Information)*

There will be no March board meeting. Board member Millhollin moved to adjourn the meeting at 7:40 p.m. The next meeting is April 19, 2022 at Union State Bank.