



**Early Childhood Iowa Area Board
Minutes
Thursday April 21, 2022
Union State Bank
611 Iowa Hwy 92
Winterset, Iowa 50273**

Board Meeting (Information)

Board Vice-Chairperson Martens 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>		Paul Millhollin	Justin Terry <i>Required Human Service Representative</i>
Brittany Shinn	x	Bryce Smith	x	Wendy Sawyer	Nancy Hopkins
Jesse Ramey <i>Required Parent Representative</i>		Colleen Strohmaier <i>Required Health Representative</i>		Rita Martens	Nichole Gunn <i>Required Education Representative</i>
				x	x

Board members Blazek, were present by electronic means.

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Kelly Phelps 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 12 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)

Representatives from Orchard Place/Child Care Resource & Referral provided a presentation on child care consultation and incentives. As part of the Boards professional development plan, the Board reviews sections of state tools and/or legislative language at each board meeting. The Board reviewed tool TT that outlines the ECI funding process.

Agenda (Action)

Board member Smith moved to approve the April 21, 2022 agenda. Board member Hopkins seconded. Motion carried unanimously.

Minutes (Action)

Board member Hopkins moved to approve the February 17, 2022 minutes. Board member Smith seconded. Motion carried unanimously.

Board Membership Recruitment and Retention (Information)

The board has all positions filled on the board and board member retention will remain a focus.

Contractor Onsite Review Report (Information)

Director Schrader provided a detailed FY22 contract performance review report to the board. The onsite program onsite reviews took place in February and March 2022. About 80% of the visits took place onsite while the remained was conducted by ZOOM. 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 FY22 contracts.

ECI Director Compensation and Review

The ECI Director's performance review was conducted by Board chairperson Terry and the responses were positive. The board had discussion regarding compensation for the executive director. Board member Blazek moved to provide for a 5% raise for the executive director for the new fiscal year starting July 1, 2022. Board member Gunn seconded. Motion carried unanimously. Director Schrader thanked the board for the compensation package for the upcoming year.

Finance Committee (Action)

The Finance Committee members reviewed budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Blazek moved to approve the February 2022 and March 2022 expenditures in the amount of \$78,306.31 and \$106,113.96 respectfully. Board member Hopkins seconded. Motion carried unanimously.

Board Program and Service Committee

No report. The committee will meet May 6, 2022 at 9:00 at the Madison County Extension office.

Board Process Committee

No report. The committee will meet August 25, 2022 at 9:00 by Zoom.

Administrative Update (Information)

Director Schrader disseminated an administrative update and items included:

- ECI Boards & Advocates update;
- 4th quarter payment school ready;
- Board orientations;
- Insurance refund;
- FY22 budget update;
- FY23 state allocations;
- FY23 request for renewals;
- Medicaid Managed Care Organization collaboration;
- Infant and Toddler Court Program;
- Child abuse data;
- Child abuse prevention activities;
- Marketing events;
- Legislative update;
- Success story;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Miscellaneous Board Updates (Information)

- Board member Sawyer inquired about information and data to assist the Winterset library in identifying preschool needs. Director Schrader will provide the 4 R Kids community plan and CCRR will provide other data to assist with the project.
- The Board inquired about the SWCC parent educator vacancy and the difficulty of finding staff.
- Director Schrader will reach out to Earlham, Dallas Center and Perry libraries to see of their interest in providing an activity or event for families with children under the age of 5. The Norwalk library is taking the lead for all 6 libraries in Warren County for an activity; the Winterset library has agreed to provide an activity; the Adel library will also provide an activity. All activities and/or events are part of the 4 R Kids marketing plan.

Meeting adjourned at 7:37 p.m.

Next meeting (Information)

The next meeting is May 19, 2022 at Union State Bank in Winterset.