



**Early Childhood Iowa Area Board
Minutes
Thursday May 16, 2024
Union State Bank
611 Iowa Hwy 92
Winterset, Iowa 50273**

Board Meeting (Information)

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

Attendance (Information)

(x means attendance at the meeting)

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Board Members Present							
Adair County		Dallas County		Madison County		Warren County	
Christine Lundy <i>Required Education Representative</i>	x	Colleen Strohmaier <i>Required Business Representative</i>	x	Jacob Al-Mazora <i>Required Human Service Representative</i>	x	Catherine Reaman-Gerdes	x
Brittany Shinn <i>Required Parent Representative</i>		Deb Hansen	x	Wendy Sawyer <i>Required Faith Representative</i>		Nancy Hopkins	x
Jessica Petter <i>Required Health Representative</i>	x	Open		Rita Martens	x	Jacob Gunn	x

Board members Lundy, Petter, Strohmaier, Hansen, Al-Mazora, Reaman-Gerdes, and Gunn were present by electronic means.

4 R Kids Staff Present (Information)

Debra Schrader, Executive Director.

Others present (Information)

Kristie Vasey representing Child Care Resource and Referral, Sheena Sullivan and Rachel Bardwell representing Short Years Partnership, Dawn Holt, Amanda McCall and guest representing Lutheran Services in Iowa.

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; 9 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 Short Years Partnership providing Parents as Teachers and Lutheran Services in Iowa providing the New Parent Program provided presentations.

The Board also reviewed the Iowa Health and Humans services Title IV-4 recommendations report.

Agenda (Action)

Board member Reaman-Gerdes moved to approve the May 16, 2024 agenda. Board member Hansen seconded. Motion carried unanimously.

Minutes (Action)

Board member Hansen moved to approve the April 18, 2024 minutes. Board member Strohmaier seconded. Motion carried unanimously.

Board Membership Recruitment and Retention (Information)

Board members continue with recruitment efforts. The board has a range of board members from eight to twelve. There is one position open on the board for Dallas County. Board member retention will remain a focus.

Conflict of Interest (Information)

Board members read and digitally signed 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.

ECI Director Performance Review (Information)

The ECI Director's performance review was conducted by board members and Board chairperson Martens has met with Director Schrader to review the responses; the responses were all positive.

Finance Committee (Action)

The Finance Committee members reviewed budgets, payment vouchers, bank statements, and fund balance reconciliations prior to the board meeting. Board member Reaman-Gerdes moved to approve the April 2024 expenditures in the amount of \$106,813.24. Board member Strohmaier seconded. Motion carried unanimously. It was noted the rate of spending for FY24 was 60.1% of school ready funding and 75.2% of early childhood funding.

Program and Service Committee (Information)

The Committee met May 3, 2024 from 9:30 to 11:10 at the Madison County ISU Extension office in Winterset Iowa. Board member Strohmaier reported for the committee. Minutes and supporting documentation from the Program and Service Committee were provided.

FY24 Lutheran Services in Iowa Contract (Action)

Lutheran Services in Iowa provided the committee with information and incident report regarding falsified visits, December 2023 through March 2024. After a thorough review of the incident report as well as accessing technical assistance from the state ECI office, the following was recommended. The agency is to deduct \$865.56 from the April payment voucher, this represents the mileage and admin fees for December 2023 through March 2024, and submit a corrective action plan that includes the rest of the fiscal year and for FY25. The Program and Service committee will continue to monitor the situation. Board member Petter moved to approve the recommendations. Board member Reaman-Gerdes seconded. Motion carried. The ECI Director will work with Lutheran Services in Iowa to implement the necessary steps.

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. At this time there was no major concerns with the reports. There was no report for Lutheran Services in Iowa due to extenuating circumstances.

FY25 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 FY25 funding plan. It is anticipated that the board will receive \$978,819 in school ready funding, and \$225,728 in early childhood funding. Both funds had an increase from the previous year. There is an estimated carryover of \$140,000 from FY24 that was figured into the funding plan. This was a grant renewal process. It is undetermined if a renewal process or a full grant process will be utilized for FY26. Additional information was in the Program and Service committee minutes.

Board member Strohmaier moved to approve the committee recommendations for the FY25 funding plan pending Early Childhood Iowa approval and the Department of Health and Human Services approval. Board member Reaman-Gerdes seconded. Motion carried unanimously. The FY25 funding plan was approved as follows:

Agency	Program	Award
Lutheran Services of Iowa	New Parent Program HFA – long term home visitation	\$176,031.00
Short Years Partnership	Parents as Teachers – long term home visitation	\$275,500.00
Southwestern Community College	Parents as Teachers – long term home visitation	\$114,716.27
Warren County Health Services	Child Care Nurse Consultant	\$43,617.00
Every Step (Formally VNS)	Child Care Nurse Consultant	\$33,736.00
MATURA	Child Care Nurse Consultant	\$11,661.56
Dallas County ISU Extension	Child Care Quality Improvement Project	\$224,461.00
Dallas County ISU Extension	Child Care Mini Grants	\$15,900.00
Dallas County ISU Extension	Infant and Early Childhood Mental Health Consultation	\$63,000.00
Dallas County ISU Extension	Child Care Wage Enhancement	\$50,000.00
Orchard Place/CCRR	Child Care Provider Incentives (IQ4K, ChildNet, BIP, CPR/First Aid)	\$22,575.00

Orchard Place/CCRR	Child Care Provider Consultation and Technical Assistance	\$23,029.00
Dallas County ISU Extension	Preschool Enrichment/Coordinated Intake Project	\$87,158.00
Dallas County ISU Extension	Preschool Scholarship Tuition	\$152,742.00
Dallas County ISU Extension	Preschool Transportation	\$2,120.00
Dallas County ISU Extension	Preschool Dental Screening	\$9,540.00
Dallas County ISU Extension	Preschool Professional Development	\$6,210.00
Total		\$1,184,091.83

A process will be in place for contractors to request additional funds for FY25 in the event there are emerging needs.
The next Program and Service committee meeting is August 30, 2024 at 9:00 A.M. by Zoom.

Board Process Committee

The committee did not meet. The next meeting is August 29, 2024 at 9:00 A.M. by Zoom.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update and items included:

- FY23 fiscal audit update;
- Legislative bill update; HF 2658, Sf 2252 and Hf 2673;
- HHS alignment for behavioral health;
- Marketing events;
- FY25 Allocations;
- Playground and brightwheel update;
- IV-E federal funding;
- Kratom training;
- 2024 Federal poverty guidelines
- Association annual conference;
- Success story;
- Early Childhood committee updates;
- Professional development activities;
- Marketing and public awareness activities.

Miscellaneous Board Updates *(Information)*

None.

Next meeting *(Information)*

Board Chairperson Martens adjourned the meeting at 7:45 p.m. The next meeting is September 12, 2024 at Union State Bank in Winterset.