

**Early Childhood Iowa Area Board
Minutes
Thursday November 21, 2024
Virtual Meeting**

Board Meeting *(Information)*

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

Attendance *(Information)*

(x means attendance at the meeting)

Board member	Representation	Attendance
Catherine Reaman-Gerdes	Human Service	X
Christine Lundy	Education	
Colleen Strohmaier	Business	X
Deb Hansen	Citizen	X
Jacob Gunn	Parent	
Jessica Petter	Health	X
Nancy Hopkins	Citizen	X
Rita Martens - Chairperson	Citizen	X
Wendy Sawyer	Faith	X

4 R Kids Staff Present *(Information)*

Debra Schrader, Executive Director.

Others present *(Information)*

Kristie Nixon and Nina Utterback, Southwestern Community College, Kristie Vasey representing Orchard Place/Child Care Resource & Referral, and Nancy Krause.

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; 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)*

Ms. Nixon and Ms. Utterback from Southwestern Community College provided a presentation about Adair County Parents as Teachers.

Agenda *(Action)*

Board member Hansen moved to approve the November 21, 2024 agenda. Board member Petter seconded. Motion carried unanimously.

Minutes *(Action)*

Board member Hopkins moved to approve the September 12, 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.

Board Member Resignation *(Information)*

Board member Brittany Shinn has resigned from the board effective October 31, 2024.

Board Membership Applications (Action)

Board member Hansen moved to approve board membership applications from Ms. Shelley Flanery and Ms. Nancy Krause. Board member Petter seconded. Motion carried unanimously.

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 it is best practice.

4 R Kids By-Laws (Action)

Board member Sawyer moved to approve the second reading of the Board By-laws. Board member Hopkins seconded. Motion carried unanimously.

Funding Request (Action)

Orchard Place/Child Care Resource & Referral submitted a funding request for child care consultant salaries/benefits, child care CPR and First Aid scholarships, Business Investment Plan incentives, and Positive Behavioral Intervention Supports (PBIS). Child care consultant salaries/benefits, Business Investment Plan incentives and CPR and First Aid scholarships were in the original approved ECI budget. Director Schrader has submitted a \$1,000 grant to Communities Insurance Pool to cover the costs of Business Investment Plan incentives. PBIS is a new service that was not originally approved in the FY25 ECI budget. Unallocated funds can be utilized for the request. Board member Hansen moved to approve an increase child care consultant salaries and benefits of \$1,522.95 and child care CPR and First Aid scholarships of \$3,937.50. Board member Reaman-Gerdes seconded. Motion carried unanimously.

Thrive (Information)

Director Schrader updated the board on the Governors Thrive pilot initiative. The 4 R Kids ECI board was allocated \$321,400. Warren County Public Health serving Warren County and Community Resources in Service to People serving Madison County will each receive \$143,857 for navigation/coordinated intake, housing supports and essential needs. The 4 R Kids ECI board will receive \$15,306 for coordination efforts and fiscal fees. Also allocated is \$20,380 for training needs yet to be identified by the Iowa Department of Health and Human Services. Contracts were signed in place by November 1, 2024 and will run through June 30, 2025. This is a drawdown process from IHHS and the 4 R Kids ECI board will need to utilize ECI funds until IHHS reimburses the board. It is unknown if there will be future funding for continuation.

Memorandum of Understanding (Action)

In implementing the Thrive pilots, the Iowa Department of Health and Human Services requires local ECI boards to enter a memorandum of understanding with United Way of the Midlands 211 Contact Center. The purpose of the MOU is to ensure that all necessary information regarding local resources and services are up-to-date on the 21 resource database. Board member Hopkins moved to approve the MOU. Board member Sawyer seconded. Motion carried unanimously.

Association Update (Information)

Director Schrader attended the Association of Early Childhood Iowa Area Boards and Advocates annual conference November 13-14th. The Associations annual report and the legislative agenda was shared with 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 Hansen moved to approve the September and October 2024 expenditures in the amount of \$101,603.10 and \$102,201.02, respectfully. Board member Hopkins seconded. Motion carried unanimously. It was noted the rate of spending for FY25 was 33.9% of school ready funding and 30.1% of early childhood funding, on target spending is 35%.

Program and Service Committee

The Committee met October 27, 2024 at 9:00 by Zoom. Supporting documentation from the Program and Service Committee was provided. The committee reviewed the 1st quarter progress reports from the contractors and there were no fiscal or programmatic concerns and spending is on target. There is a family support program that has been struggling with hiring a family support worker and the position has been open since the spring, Director Schrader will be following up with the agency. The 1st quarter reports are located on the 4 R Kids website. The next meeting is January 31, 2025 at 9:00 by Zoom.

Board Process Committee

The committee did not meet. Next meeting will be in January 30, 2025.

Administrative Update *(Information)*

Director Schrader disseminated an administrative update.

Miscellaneous Board Updates *(Information)*

Board chairperson Martens announced a Dutch treat holiday gathering will be December 3, 2024 at 12:30 at the Urban Tap in Winterset for board members and their significant others.

Next meeting *(Information)*

Board Chairperson Martens adjourned the meeting at 7.55 p.m. The next meeting is December 19, 2024 and will be virtual.