

Linn County Early Childhood Governance Board Meeting MINUTES
Tuesday, June 23, 2015
3:30 – 5:00 PM
Linn County Community Services Building, Room 2026

MEMBERS PRESENT:

Burke, John	Ramsey, Dorice
Carrera-Bauer, Tara	Rogers, John
Chadwick, Barbara	Seelau, Diane
Griesenauer, Doug	Segriff, Mary
Harp, Jennifer	Sondag, John
Houser, James	Spellman, Donna
Johnson, Gloria	Carol Sundberg
Moniza, Caroline	Tesdahl, Sue

EXCUSED ABSENCE:

Gardner, Brian	Weigel, Jody
O'Donnell, Carol	

LEAVE OF ABSENCE: NA

GUESTS:

Kelly Amos, Nurturing Parents	Carol Meade, TIES
RaeAnn Barnhart, PSF	Cathy Meyer, Paces to Quality
Linda Bigley, Linn County Extension	Lisa Person, PEC
Peggy Linden, PSF	

STAFF:

Kivett-Berry, Chris	Shoop, Jeanette
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Call to Order, Confirm Quorum

- Barbara Chadwick called the meeting to order at 3:36 P.M. Quorum was confirmed (16/19).
- The minutes of the Executive and Finance Committee meetings were included in the mailing.
- FY 16 Board Meeting Schedule was given to the Board.
- Volunteer opportunity for Board Members is Smart Start on August 14, 9 – 12. Please check it out.

Public Comment Period

All guests present introduced themselves.

Action: Approval of Minutes from 05/26/15 Board Meeting

- **MSC:** (Tesdahl/Houser) Sue Tesdahl moved to approve the minutes as mailed. James Houser seconded the motion. The motion carried.

Update on ECI Coordinating Position

Today is Jeanette Shoop's last day as Coordinator. Chris Kivett-Berry said she would not fill the position until Fall as a cost saving measure.

Fiscal Review

- a. FY 15 Underutilizations and FY 16 Plans to Remedy was presented by the three organizations.

1. Kelly Amos from Linn County In-Home Visitation informed us they had 47% fewer referrals because an employee on FMLA at their primary referring agency and home visitor resignation. Plans for the future include extended marketing efforts with new referral sources.
 2. Lisa Person informed us that the Parent Education Consortium had 15 sessions that did not occur because of low enrollment and staffing issues. Nineteen sessions of the goal of 22 did occur. Plans for FY 16 are to include more STEM activities, salaried facilitators, add Saturday morning and weeknights.
 3. Carol Meade explained that TIES is in partnership with Abbe and an employee changed from full time to part time in 2014. After the employee went to part time the full-time charges continued through the FY 14 and part way into FY 15. This error was discovered (\$11,130) and the monies have been repaid to Linn County Early Childhood Iowa.
- b. June State ECI Board Meeting approved the 60% waiver for the home visitation for Linn County ECI. A work group is trying to craft language for legislation for changing the categorical dollars.
 - c. Jennifer Harp presented the May 2015 Financial Report. She explained that 92% of the monies should be expended. No issues were noted.
 - d. The FY16 Funding Recommendation Follow-Up from the May meeting was presented by Kivett-Berry.
 - Chris discussed issues regarding the proposals from Child Care Resource and Referral and Waypoint that need to be resolved prior to contract issuance.
 - Five Board members (Chadwick, Harp, Ramsey, Seelau, and Spellman) and Kivett-Berry will visit Waypoint on June 30. Chris will continue conversations with CCR&R.
 - e. The FY 16 Funding Summary/Projections was presented by Chris Kivett-Berry.

Fiscal Action

a. **FY 16 School Ready Program Contracts**

- Head Start full-day full-year wraparound childcare \$120,160
 - Family & Community Health Alliance child health screens \$ 77,299
 - Cedar Rapids School Preschool Scholarships (3 yr olds) \$114,345
 - Linn County In-Home Visit Nurturing Parent \$ 98,500
 - Partnership for Safe Families In-Home Family Support \$ 68,532
 - Horizons In-Home Visit Family Support \$144,276
 - Parent Ed Consortium group parenting \$165,992
 - TIES Behavioral Intervention group parenting \$162,500
 - Early Childhood Iowa Coordinator \$ 47,780
 - Family & Community Health Alliance dental screens \$ 71,737
- **MSC:** (Rogers/Griesenauer) John Rogers moved to issue School Ready funded contracts in VI.a. Doug Griesenauer seconded the motion. Motion passed.

b. **FY 16 Early Childhood Program Contracts**

- College Community full-day school year wraparound \$ 28,840
 - Linn Co Child Dev Center full-day full-year wraparound \$ 57,400
 - Early Head Start full-day full-year wraparound childcare \$ 30,054
 - CART Behavioral Intervention child care providers \$104,723
 - Paces to Quality support of early care providers \$160,000
 - Child Care Nurse Consultant \$ 40,397
 - Child Care Resource & Referral Training not to exceed \$ 5,800*
- **MSC:** (Houser/Tesdahl) James Houser moved to issue Early Childhood funded contracts in VI.b. Sue Tesdahl seconded. Motion passed.

- c. FY 16 Approve Administrative Budget (See Agenda VI.c. in agenda items).
 - **MSC:** (Sundberg/Moniza) Carol Sundberg moved to accept the proposed Administrative Budget. Caroline Moniza seconded the motion. Motion passed.
- d. FY 16 Admin Contracts: ECI Staff, Insurance, AUP, Fiscal Agent (See Agenda item VI.d.)
 - **MSC:** (Houser/Griesenauer) James Houser moved to authorize the ECI Board Chair to sign these FY 16 Board Administrative Contracts. Doug Griesenauer seconded. Motion passed.
- e. FYI 16 Linn County ECI Board-State ECI Contract and Budget Submittal
 - **MSC:** (Johnson/Segriff) Gloria Johnson moved the Board Chair sign the State ECI contract (when available) and submit Linn ECI Board budget to the State. Mary Segriff seconded. Motion passed.

Review and Act on

- a. FY 16 Slate of Officers
 - **MSC:** (Houser/Sundberg) James Houser moved to accept the slate of officers (FY16) (See VII.a in agenda.) Seconded by Carol Sundberg. Motion passed.
- b. FY 16 New Board Members

Kivett-Berry noted that seven ECI members could have graduated after their 1st 3-year term and 100% chose to accept a second three-year term!

 - **MSC:** (Tesdahl/Griesenauer) Sue Tesdahl moved to accept the slate of three (3) new Board Members FY 16-18 (See agenda item VII.b.) Doug Griesenauer seconded the motion. Motion passed.

Board Oversight

- a. Kivett-Berry presented the FY 13-15 Community Plan indicators for the Boards annual review. Trends in both the positive and negative directions were noted. The Board will be reviewing and adopting new Community Indicators with the new Community Plan in FY 16.
- b. Site Visit Results for Partnership for Safe Families. Griesenauer and Shoop conducted site visit on 6/15/15. Three minor items were noted for improvement and those were completed as of 6/22/15. Program will be included in Four Oaks' COA in 2018. Next ECI on-site visit to occur in 3 years during FY 18.


Recognition of ECI Coordinator and FY 15 Board Chair

Kivett-Berry provided overview of Jeanette Shoop accomplishments while ECI Coordinator. Jeanette has accepted a full-time job in the County and today is her last day with ECI. Kivett-Berry also recognized Carol O'Donnell for her work as Board Chair.

Motion to Adjourn

- **MSC** (Ramsey/Houser) Dorice Ramsey made a motion to adjourn the meeting. James Houser seconded. Motion carried. Meeting adjourned at 4:58.

Minutes submitted by:

CKB

 Donna Spellman, Board Secretary

NEXT MEETING: August 25 2015, 3:30 @ Linn County Community Services Building