

Linn County Early Childhood Iowa Governance Board Meeting MINUTES
Tuesday, September 22, 2015
3:30 – 5:00 PM
Linn County Community Services Building, Room 2026

MEMBERS PRESENT:

Burke, John	Loy, David	Segriff, Mary
Carrera-Bauer, Tara	Moniza, Caroline	Sondag, John
Chadwick, Barbara	O'Donnell, Carol	Spellman, Donna
Dagit, Wyatt	Ramsey, Dorice	Tesdahl, Sue
Griesenauer, Doug	Rogers, John	Wiese, Dan
Houser, James		

EXCUSED ABSENCE:

Gardner, Brian	Harp, Jennifer	Johnson, Gloria
Seelau, Diane	Sundberg, Carol	Weigel, Jody

UNEXCUSED ABSENCE:

LEAVE OF ABSENCE: NA

GUESTS:

Boniface, Morgan (PEC)	Oldag, Sarah (PEC)
Peggy Linden (PSF)	Schnell, Sarah (College Community)

STAFF:

Kivett-Berry, Chris

Call to Order, Confirm Quorum

- Barbara Chadwick called the meeting to order at 3:34 P.M. Quorum was confirmed. (16/22).
- Three members were asked to submit their Conflict of Interest/Disclosure Policy.

Public Comment Period: All guests present introduced themselves.

Action: Minutes from 8/25/15 Board Meeting

- **MSC:** (Segriff/Wiese) Motion and second to approve the minutes with correction to spelling of Dan Wiese's name. The motion carried unanimously.

FY 16-18 Community Plan Forum:

- a. **Evening/Weekend Care Update:** Kivett-Berry contacted 3 child care centers in other cities that offer evening and weekend care and received response from 1: YWCA in Clinton. Specifically the contact was made with the Clinton County ECI Director, Jenny Kreiter, who shared that the program has been in existence for 8 years. It is partially funded with Early Childhood funds which pays a % of the overall cost of the service. The service is offered to all age ranges and child care is available until midnight. The YWCA charges ECI for only those children within the 0-5 yr age. FY 16 Program goal is to serve 40 families/70 children for \$87,629. Service was obtained through a 3-bid informal process to centers with QRS of 3 or higher.
Members asked additional detailed questions including if beds are provided, what % of children receive health/developmental screens and the staffing pattern. This program will serve as a good resource if the Board opts to provide financial support to a local program in FY 17. Members noted that if ECI \$ are not available then the Board's role would be to educate other funders, employers and childcare centers of the unmet need.

- b. Preschool and Wraparound Care: It was noted that if the Board would like to fund a new service such as evening/weekend care that the funds would need to come from an increase in the ECI allocation or a reduction of \$ to an existing funded program. Kivett-Berry reviewed a document in the Board packet that summarizes the current menu of ECI-funded child care and preschool in Linn County. Members asked questions about the different programs including cost per unit, education level of childcare staff, parent co-pay, income verification process, and # of days of service provided by program. Members shared that more information will be needed before the Board could prepare an informed decision on changing the funding level of an existing childcare or preschool program. Suggestions included presentation with each program or an ad-hoc Board committee. Kivett-Berry noted that the October meeting is hosted by the Cedar Rapids Early Learning program and would be good time for members to ask questions of that provider.

Board Professional Development

- a. Open Meetings/Open Records Law: The annual review of the law and its connection to ECI Board and Committees was presented by Kivett-Berry.
- b. United Way of ECI Community Condition 2015 Report: Griesenauer provided an overview of the report and highlighted info on Neighborhood level data (page 7), the Education section (pg 8-10), the Fiscal childcare cliff on page 11 and Living Wage on page 12. Members voiced their enthusiasm for the comprehensive data and the readability of the report. Additional copies are available at the United Way office or can be accessed online at www.unitedwayofeastcentraliowa.org Thank you Doug!
- c. Linn County ECI Annual Report Data and Director Performance Measures: Kivett-Berry shared 1 copy of the original unedited version of the on-line Annual Report as reference. In the Board packet is the Summary info of the ECI-funded programs for fiscal year 2015. High level updates include:
- 93.3% of funds spent on programs and 6.7% on Admin
 - 35.2% of funds spent on Direct services, 21.5% on Indirect, 43.3% on Family Support/Parent Ed.
 - Output and Outcome data was reviewed. Kivett-Berry noted that follow-up was requested re: the low % of families referred for dental care and is due Sept 29th.
 - REDCap data has improved but Outcome information does not match local reports and the % is often lower. Kivett-Berry will meet with programs to assess technical assistance needed.
 - The Executive Summary highlighted the efforts of the CART program.
 - ECI Director Performance Measures (FY 15 Contracted) were reviewed.

Fiscal Review & Action

- a. ECI Fiscal Claim Process Review- the "101": Tabled due to lack of time.
- b. July-August 2015 Controls: Kivett-Berry filled in for Harp, Treasurer, and noted that budgets should be expended at 17%. Programs under that % were briefly discussed.
- c. FY 16 Mid-Year Informal Bid Process Criterion: Due to 2 disparate set of circumstances the Board has additional funds to allocate this FY. One issue is the underutilization by Family Support/Parent Ed budgets in FY 15 due to a variety of reasons which were discussed at the June meeting. The second issue is that more Early Childhood funds were allocated to our Board then in FY 15. In order to reduce the % of unobligated funds and address community needs the recommendation is to accept funding requests in the amount of \$39,000 in Family Support/Parent Ed and \$39,000 in Early Childhood for FY 16. If the Board acts today to issue the funds then proposal would be due Oct 19th with Board action on Oct 27th. The Board discussed the merits of inviting community proposals versus offering the funds only to existing ECI-funded programs. Factors include the small \$ amount, the short time line, the Evidence Based/Promising Practice requirement of Family Support \$ and the uncertainty of funding past FY 16.

d. Action: : Authorize Issuance of Funding Proposals

- **MSC:** (Houser/Rogers) Motion and second to authorize issuance of \$39,000 in Family Support/ Parent Ed funds and \$39,000 in Early Childhood funds via funding requests from current Linn County ECI-funded providers. The vote was 10 Aye and 5 Nay. The motion carried.

Legislative Advocacy Update

- Regional Forum in Iowa City: Board packet contained info on the attendees which included 10 legislators. Kivett-Berry shared that Legislators were very supportive of regional format and requested continuance of this approach. A Board member from the DLHW area promised to prepare and send a letter to other ECI Board members inviting them to join him in advocacy efforts. Due to time constraints in this Board meeting no further information was provided.
- ECI Funding and Purpose Workgroup: Kivett-Berry directed attention to the yellow and blue handouts that summarized the efforts of the Workgroup she served on this summer. Primary outcome was a thorough review of the Iowa Admin Code as it pertains to ECI. The DOM Director is open to submitting the Iowa Admin code changes, including removal of categorical funding, as a DOM Bill pending resolution of a few items. Kivett-Berry to meet with Sen. Mathis on 9/23/15 at her request to provide an update of the Workgroup.

Parent Education Consortium Update: Item was tabled due to time constraints.

FY 16 Board Staffing, Priorities and Committee Roster: Kivett-Berry noted that the ECI Coordinator would begin October 1st at 12 hours rather than the 30 hours we had in FY 15. This reduction in staff support requires us to streamline efforts so that the most critical Board priorities are met. FY 16 Committee Roster was in the packet and illustrated strong support for Community & Program Engagement efforts.

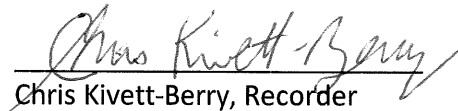
FY 16 Board Meeting Sites and Check Quorum for Nov Meeting: The Board meetings will hit the road for Oct-Feb with the next meeting at the Cedar Rapids Educational Leadership and Support Center. An informal hand tally was taken to assess if quorum would be an issue for the Nov 24th Board meeting with 3 members not able to attend. Quorum should not be a problem and the November meeting will proceed.

Open Agenda: No comments.

Motion to Adjourn:

- **MSC** (Wiese/Spellman) Motion and second to adjourn the meeting. Motion carried unanimously and meeting adjourned at 5:02 pm.

Minutes submitted by:


Chris Kivett-Berry, Recorder

NEXT MEETING: 3:30 pm, October 27, 2015
@ Cedar Rapids Educational Leadership & Support Center
2500 Edgewood Road NE, Cedar Rapids