

**Vision:** Every child will have access to quality services empowering them to be healthy and successful.

## LINN COUNTY EARLY CHILDHOOD IOWA GOVERNANCE BOARD MINUTES

**Tuesday, February 28, 2017 Governance Board Meeting**

Community Services Building of Linn County, Room 2026  
1240 26<sup>th</sup> Avenue Ct., SW, Cedar Rapids



### Members Present:

Burke, John	Gardner, Brian	O'Donnell, Carol
Carrera-Bauer, Tara	Harp, Jennifer	Ramsey, Dorice
Chadwick, Barbara	Loy, David	Rogers, John
Dagit, Wyatt	Moniza, Caroline	Sondag, John
		Spellman, Donna

Excused Absence: Houser, James; Seelau, Diane; Weigel, Jody; Wiese, Dan

Leave of Absence: Tesdahl, Sue

Guests: Jenny Barnett, Horizons      Jacquie Montoya, CCR&R      Christi Regan, Head Start  
Amy Bruner, Paces      Amy Becker, Paces/FCL      Kim Ott, FCJA  
RaeAnn Barnhart, ISU Extension

Staff: Kivett-Berry, Chris      Shoop, Jeanette

**Call to Order, & Chair/Staff Comments:** With quorum present Ramsey, Board Chair, called the meeting to order at 4:00 pm (quorum # 13/17).

- a. Executive Committee Minutes: provided in the Board packet to keep members informed.
- b. April 29<sup>th</sup> Healthy Child Screening Event: Kivett-Berry noted this event will be held at the Library from 9-noon, and is open to children ages 6 mo-5years. There may be opportunities to volunteer. More information will be provided when available.
- c. Child Care Nurse Consultant Informal Site Visit: summary report provided in the Board packet.
- d. Partnership for Safe Families Informal Site Visit: summary report provided in the Board packet.
- e. TIES Informal Site Visit: summary report provided in the Board packet.
- f. Week of the Young Child (April 24-28), Kivett-Berry noted for more information Board Members can access the web site: [www.naeyc.org/woyc](http://www.naeyc.org/woyc) .

**Public Comment Period:** All guests were welcomed and introduced themselves.

### **Minutes of 1/24/17 Board Meeting:**

- **MSC:** (Loy/Spellman) Motion and Second to approve minutes. Motion carried unanimously.

### **Fiscal Review and Action:**

- a. Early Childhood Funding Formula: Kivett-Berry shared info from State ECI Office and reviewed specifics of the Formulas meant to address the equity and stability of the funds. There are 3 options to choose from: Option 7, Option 9, or Keep the current formula.
- **MSC:** (Rogers/Loy) Motion and Second to accept Early Childhood Formula Option #9. Discussion: Board members discussed the pros and cons of the 3 options. Vote: 7 in favor, 6 against, 0 abstain. Motion carried.
- b. FY17 Funding Reduction Recommendation from ECI Finance Committee: Kivett- Berry reviewed the document explaining the Finance Committee recommendations and the rationale.

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- **MSC:** (Finance Committee/Spellman) Motion and Second to: 1). *Allow FY 17 Professional Development Early Childhood contracts to proceed, and 2). Amend the following FY 17 School Ready contracts per their projected underutilization: Horizons in-Home Family Support – reduce by \$5,350, Parent Education Consortium – reduce by \$11,000, Partnership for Safe Families In-Home Family Support – reduce by \$3,094, KidsPoint Preschool Scholarships – reduce by \$8,000, Cedar Rapids Schools 3-Year Preschool – reduce by \$1,000.* Motion carried unanimously.
- c. FY 18-19 ECI Allocation Reduction Impact: Kivett-Berry noted that Linn County ECI has 2-year contracts with funded programs, except Family Community Health Alliance, which has a 1-year contract. Linn County ECI will not have sufficient carry forward funds to cover the projected cuts in FY 18. Projection is that all ECI programs will experience budget cuts in FY 18, and that in FY 19 elimination of contracts is possible.
- d. Review Monthly Controls: Harp reviewed the Dec 2016 Financial Controls and expected utilization should be at 50% : General 62.01%, Family Support & Parent Ed 37.36%, Preschool Support 51.24%, Quality Improvement Funds 38.8%, and State Early Childhood 48%.

#### **Board Professional Development:**

- a. Charitable Event Donation: Shoop announced donations from Board members would allow approx. 490 bus tickets to be purchased. ECI funded programs will be contacted regarding their client need for bus tickets, and tickets will be distributed.
- b. Annual Review of By-Laws (1<sup>st</sup> review): Kivett-Berry provided the Board with current By-Laws with the changes noted. The Board will discuss the changes in detail at the next meeting.
- c. Gazette's K-12 Symposium: Kivett-Berry and Wiese attended the symposium today. Kivett-Berry reported she was able to make good connections with the other participants. Wiese was still at the symposium at the time of this meeting. Updates will be provided at the next meeting.

#### **Funded Program Contact:**

- a. Feb 2017 Program Networking Meeting: The packet had minutes from the Networking Meeting. Participants expressed need for more information on supports for Immigrant and Refugee families, in particular interpreter services. There was also strong interest in a joint legislative advocacy effort with the Board this summer. The goal is to have another Networking meeting in April.
- b. 2<sup>nd</sup> Quarter Progress Report Summary: Shoop noted some highlights in the summary that was provided in the packet. Most programs are on track to meet goals. A couple of programs had a late start this year due to the need to hire new staff.
- c. FY 17 Site Visit Results:
  - i. Cedar Rapids 3-year Preschool: The Board was provided a copy of the site visit summary report. Recommendation was a 3-Year Review Cycle, with the next site visit due in 2020.
  - ii. Family and Community Health Alliance: Shoop provided the Board with the summary report. The program will increase efforts to provide follow-up phone calls and to document if referred services are received. Recommendation is a 3-Year Review Cycle, with the next site visit due 2020.

#### **Recruit Nomination Committee Members**

Ramsey encouraged Board members to volunteer for the Nomination Committee.

**Open Agenda:** N/A

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**Motion to Adjourn:**

- **MSC:** (Gardner/Spellman) Motion and Second to adjourn the meeting. Motion carried unanimously and adjourned at 5:00 pm.

Minutes submitted by: \_\_\_\_\_  
Jeanette Shoop, Recorder

Reviewed by: Excused Absence  
Dan Wiese, Secretary

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**Upcoming Meetings**

**March 9:** 9 am, ECI Executive Committee

**March 28:** 3:30 pm ECI Board meeting @ Community Services Building