

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

LINN COUNTY EARLY CHILDHOOD IOWA GOVERNANCE BOARD MINUTES

3:30 pm, Tuesday, August 22, 2017

Linn County Community Services Building @ 1240 26th Avenue Ct SW, Cedar Rapids, IA



Members Present

Bigley, Linda	Carrera-Bauer, Tara	Dagit, Wyatt	Harp, Jennifer
Lewis, Karen	Loy, David	Moniza, Caroline	Ramsey, Dorice
Rogers, Ben	Scheumann, Nancy	Sondag, John	Spellman, Donna
Tesdahl, Sue	Wiese, Dan	Wu, Jasmine	

Excused Absence: O'Donnell, Carol Rogers, John Weigel, Jody

Guests: Bruner, Amy (PACES) Muters, Stephanie (Four Oaks)
Regan, Christi (Head Start) Strahan, Diana (1st Five) Thielen, David (LCCS)

Staff:

Kivett-Berry, Chris Shoop, Jeanette

Call to Order: Dave Loy, Board Chair, with quorum present, called the meeting to order at 3:30 pm (quorum # 12/18 and at 3:40 pm 15/18).

- a. Loy welcomed all new Linn County ECI Board Members and asked that all provide a brief introduction and reason for wanting to serve on the Board.
- b. Loy requested that all Board Members review the FY 18 Board Roster for accuracy.
- c. Kivett-Berry requested that Board Members read the "US Chamber - Role of High Quality Childcare in Workforce Development." The link was provided in the agenda, via e-mail and an excerpt was provided in the Board Packet.

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

Action:

- a. Minutes of 6/27/17 Board Meeting
 - **MSC:** (Tesdahl, Ramsey) Motion and Second to approve minutes. Motion carried unanimously.
- b. Minutes of 7/25/17 Board Meeting
 - **MSC:** (Spellman, Wiese) Motion and Second to approve minutes. Motion carried unanimously.

FY 17 Close Out

FY 17 Fiscal Review:

- a. Board Members reviewed FY 17 Final Year End Financial Controls, with explanations from Harp and Kivett-Berry.
- b. Kivett-Berry reviewed the 2016 Calendar Year Program Audit results for the TIES program. She noted the audit stated, "No concerns noted." All programs have now submitted audits.

FY 17 Annual Report Review & Action:

- a. Kivett-Berry led members through the 'FY 17 Annual Report Financial Statements.'

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- b. Board Members discussed the aggregate financial and program data in the 'FY 17 Year End Highlights Report' prepared by Kivett-Berry.
- c. Board Members reviewed the trend data and analysis in the 'Community Plan Update Summary.'
- d. Board Members reviewed the 'Executive Summary', which profiled the TIES program.
- e. **Action:**
 - **MSC:** (Wiese/Tesdaahl) Motion and Second to approve submittal of Linn County FY 17 Annual Report and Financials. Motion carried unanimously.

Fiscal Year 2018

Conflict of Interest and Non-Disclosure Forms: Kivett-Berry provided the Conflict of Interest and Non-Disclosure Forms to Board Members, and reviewed the Linn County ECI Policy related to these forms. Board Members were asked to sign and return the forms.

Board and Staff Operational Priorities: Kivett-Berry and Board Members reviewed the Board and Staff Priorities for FY 18, which included Strategic Goals and Operational deadlines.

Discuss Implementation of Board Strategic Goals:

- a. Working Board: Loy asked that Board Members invest additional time at the Committee level. With the expected funding reductions and the work needed to implement the Board Strategic Goals, more of the Board Members time is requested. There was Board consensus.
- b. Monthly Committees: In FY 18, the Board will have 3 committees that will begin meeting monthly in September. A Board Officer will chair each committee. The committees are: Finance (chaired by Jen Harp), Community Awareness (chaired by Tara Carrera-Bauer), and Futures/Funding Priorities (chaired by Wyatt Dagit).
- c. ECI Board Meetings: Loy explained that due to extra time that members will be spending on Committee work, every effort will be given to reduce the Board Meeting to 1 hour in length. The Board Meeting will continue to meet the 4th Tuesday of each month. Board Members were asked to vote on their preference for the time of the meeting, by raising their hands. The overwhelming majority chose to meet from 3:30 pm to 4:30 pm.

FY 18 Linn County ECI Board Committee Roster & Final Choice:

Kivett-Berry provided a list of the Board Committee Roster, and explained Board Members could speak with her or Loy after the meeting if they wished to choose another committee to sit on.

Open Agenda: Wiese announced that he is a Board Member of the Sonshine Academy, a new preschool located in Wellington Heights. They are currently recruiting for additional Board Members. Please let Wiese know if you are interested. Wiese provided an update on his cancer treatments, and explained he is feeling good, and optimistic about the results.

Action: Motion to Adjourn

- **MSC:** (Spellman, Sondag) Motion and Second to adjourn. Motion carried unanimously and meeting adjourned at 4:45 pm

Minutes submitted by:  Jeanette Shoop, Recorder

Reviewed by:  Chris Kivett-Berry, ECI Director

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