

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, October 25th, 2016 Governance Board Meeting

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



### Members Present:

Bigley, Linda	Houser, James	Rogers, John
Chadwick, Barbara	Moniza, Caroline (3:45 pm)	Sondag, John
Dagit, Wyatt	O'Donnell, Carol	Tesdaal, Sue
Harp, Jennifer	Ramsey, Dorice	Wiese, Dan

### Excused Absence:

Burke, John	Dooley, Rod	Seelau, Diane
Carrera-Bauer, Tara	Gardner, Brian	Weigel, Jody

Unexcused Absence: NA

### Leave of Absence:

Loy, David	Spellman, Donna
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### Guests:

Barnett, Jenny (Horizons)	Bruner, Amy (PACES)
Becker, Amy (PACES)	Strahan, Diana (1 <sup>st</sup> Five)

### Staff:

Kivett-Berry, Chris	Shoop, Jeanette
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**Call to Order, & Chair/Staff Comments:** With quorum present Ramsey, Board Chair, called the meeting to order at 3:32 pm (quorum 11/18, and by 3:45 pm 12/18). Ramsey welcomed all members and guests.

- Jeanette Shoop was introduced and welcomed as the new ECI & Decat Grant Coordinator.
- September Executive Committee Minutes were approved as mailed to members.
- Leave of Absence Notifications: Kivett-Berry noted that Donna Spellman and Dave Loy are on Leave of Absence and will not count toward quorum; the new membership count now goes to 18.
- Open Meeting and Open Records Law Review: Kivett-Berry noted the ECI Board & Committees follow the Open Meetings and Open Records Law; and provided the Board with a document illustrating how the Law specifically pertains to Linn Co ECI meetings and records.

**Public Comment Period:** All guests were welcomed and introduced themselves. Linda Bigley announced that Iowa State Extension has called her back to work on an interim basis through mid-December, 2016. Bigley stated she will abstain from any votes re: program matters, due to Iowa State Extension having an ECI- funded program (PEC). Kivett-Berry noted that she contacted State ECI Office about this temporary employment matter and will alert the Board as to their feedback at the next meeting.

### **Minutes of 8/23/16 Board Meeting:**

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

### **Board Professional Development:** Community Initiative Presentation – 1<sup>st</sup> Five:

Diana Strahan, Site Coordinator for Linn, Benton and Jones County, presented on the 1<sup>st</sup> Five program which is administered through our local Title V agency. 88 Iowa counties are now covered. In Linn County

*Mission: To provide and support quality education, health and social services through community partnerships and collaborations, for children prenatal-age 5 and their families, resulting in healthy, safe, school ready children.*

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9 medical clinics participate in the 1<sup>st</sup> Five program. Intent is to support health providers in the early detection of social-emotional and developmental delays, along with family risk-related factors, in children birth to 5. PowerPoint handout provided to Board members.

**Fiscal Review & Action:**

a. **Action:** Invite Funding Proposals from Current Family Support/Parent Ed

The Board discussed the recommendation from the ECI Executive Committee to allocate additional FY17 Family Support and Parent Ed Funds.

➤ **MSC:** (ECI Exec. Committee/Chadwick) Motion and Second to invite current ECI Family Support and Parent Ed program to submit a request for funds that will support or enhance client services. Total \$ amount to be awarded is \$15,000 in FY17, with option to renew in FY18. Motion carried unanimously, Linda Bigley abstained from voting.

b. **Action:** Issue Competitive Bid Proposal for Professional Development

The Board discussed the recommendation from the ECI Executive Committee to issue Competitive Bid Proposal for Professional Development funds.

➤ **MSC:** (ECI Exec. Committee/Moniza) Motion and Second to issue Competitive Bid Proposal in the amount of \$13,000, to eligible applicants, to provide no or low cost professional development opportunities in FY17 to Linn County Early Care and Education Providers. Motion carried unanimously, Linda Bigley abstained from voting.

c. **Action:** Board Liability Insurance Renewal Application & Invoice Payment

The Board reviewed and discussed the general liability and director's/officers insurance proposal from Jester.

➤ **MSC:** (Rogers/Tesdahl) Motion and Second to accept the insurance proposal and to pay the annual premium in the amount of \$1,651.00. Motion carried unanimously.

**FY 17 Board Retreat:**

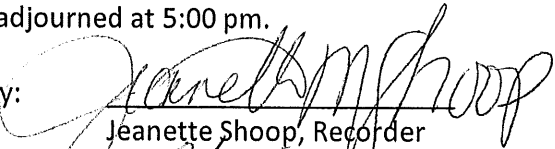
a-b. **Activity:** Board members were provided the Board Vision & Mission & Year End Summary as a resource. Dr. Deb Oliver then led the Board in the ECI Board Retreat activity to identify: Current/Ideal/Future States of Linn County ECI. Oliver will provide a summary of this activity to the ECI Executive Committee on 11/9/16 & at the 11/22/16 Board meeting.

c. **Board Retreat/Meeting Date & Location:** 11/22/16, 3:30 pm @ Cedar Rapids Kernels Stadium.

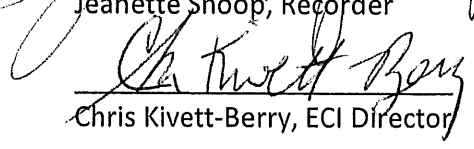
**Motion to Adjourn:**

➤ **MSC** (Tesdahl/Rogers) Motion and Second to adjourn the meeting. Motion carried unanimously and meeting adjourned at 5:00 pm.

Minutes submitted by:

  
Jeanette Shoop, Recorder

Reviewed by:

  
Chris Kivett-Berry, ECI Director

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**Upcoming Meetings**

**November 9:** ECI Executive Committee @ 9 am

**November 22:** ECI Board Meeting, 3:30 pm @ Cedar Rapids Kernels Stadium

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