

Linn County Early Childhood Iowa Governance Board MINUTES
3:30 pm, Tuesday, January 28, 2020
4401 6th Street SW, Grant Wood AEA, Cedar Rapids



Members Present:

Barrett, Richard	Moniza, Caroline	Scheumann, Nancy
Carrera-Bauer, Tara	Rogers, Andrea @ 4 pm	Stuelke, John
Kitzmann, Tricia	Rogers, Ben	
Louzek, Dan	Rogers, John	

Excused Absence:

Dagit, Wyatt	Rutz, Connie	Wu, Jasmine
Lewis, Karen	Scheldrup, Chris	
Munyakazi, Patrick	Westberg, Drew	

Leave of Absence:

Bigley, Linda

Guests:

Becker, Amy (Paces)	Moffit, Janet (YPN)	Strahan, Diana (HACAP)
Bryant, Morgan (PEC)	Nelson, Kelly (NPP)	Martin, Jennifer (CCNC)
Christi (HACAP)		Regan,

Staff:

Kivett-Berry, Chris Peyton, Kristen

Call to order: Kitzmann, chair-elect, called the meeting to order at 3:37 pm with quorum present (9/17) and 10/17 @ 4 pm.

- a. Committee Minutes: Finance & Executive minutes included in the packet.
- b. Program Networking Notes: Included in packet.
- c. Leave of Absence (LOA): L. Bigley on LOA thru March 2020 and not counted in quorum, per By-Laws.
- d. Inclement Weather Policy: Reference the school cancellation notices of the Cedar Rapids School District in regard to cancellation of ECI Board or Committee meetings. Included in packet.
- e. State ECI Board Agenda: <https://earlychildhood.iowa.gov> Included in packet.
- f. Feb Board meetings: Feb 7 site visit and full Board on Feb 25.

Public Comment Period: All guests were welcomed and introduced themselves. Morgan Bryant shared that the Parent Education Consortium winter classes start the evening of Jan 28th. Christi Regan noted that on Feb 1st Head Start is accepting applications for the next school year. Amy Becker stated that on Saturday, Feb 15th, the Paces to Quality program will be hosting their annual Mind of a Child – Mental Health Summit.

Minutes of 12/17/19 Board Meeting:

- **MSC:** (B. Rogers, Stuelke) Motion and Second to approve minutes from 12.17.19 Board Meeting. Motion carries unanimously.

Board Operations:

a. **Linn County ECI Board Strategic Plan Implementation:** At each Board meeting a presentation and research will be shared to increase knowledge of topics in Strategic Plan. This month is Family Support Strategy #2: ***Reduce Child Maltreatment.*** To complement the research document in the packet Julie Kelly-Molander with Unity Point Child Protection Center presented on Safe Touch. In Linn Co, this program teaches children about the difference between good and bad touches. This is a proactive, educational approach that reaches over 6,500 children every year. Additional details outlined in the Power Point presentation. Members shared their support of this educational effort.

b. **On-Site Designation Visit by State ECI:** The ECI State TA Team will come to Linn Co on February 7th for a 3.5 hour on-site meeting. Community partners are invited to attend a private 1-hour discussion with TA Team re: partners' participation and collaboration with Linn Co ECI Board. Then ECI Board/staff will provide a 30 minute presentation and then host a 60 minute discussion with Team. Kivett-Berry walked Board members through the draft Power Point presentation and feedback received from the State ECI office re: materials

submitted for the FY 19 Annual Report. The intent is to provide Board members with a Site Visit prep packet for their review.

c. "We Are ECI" State Board Strategic Plan: Included in the agenda packet for Board members' review.

d. Award Additional Early Childhood Funds: To address the carryforward in Early Childhood funds, ECI issued an Informal Request for Proposals in August, for \$9,000, to current eligible ECI vendors. One (1) vendor applied and was awarded \$3,600. A second Informal Request for Proposals, up to \$5,400 total, was issued to current eligible ECI programs to increase the quality and capacity of child care environments. Three (3) proposals received, totaling more \$ than the \$5,400 available to award. Details of each proposal outlined in packet. Exec Committee recommended the following:

- No funding awarded to Child Care Nurse Consultant.
- Award \$4,250 to Paces to Quality.
- Award \$1,150 to CART.

➤ **MSC:** (Exec Committee, Scheumann) Motion and Second to award funding to Paces to Quality and CART from the one-time Early Childhood funds at the dollar amount specified and no funding awarded to Child Care Nurse Consultant. Motion carries unanimously.

Committee & Community Engagement:

a. Annual Charitable Event Donations: The event was launched in December and will continue through the Jan 28th Board meeting. Donations are voluntary. The intent is to draw three (3) winners at the Feb 25th Board meeting.

b. Finance Committee:

- i. Public-Private Partnership: The Jan Finance Committee was cancelled due to weather. The intent is to schedule a meeting in February to discuss public-private partnerships.
- ii. Monthly Summary of Controls: A review of Fiscal Controls indicates programs should be 50% expended. Programs not aligned with that utilization were noted and Kivett-Berry provided explanatory information.

c. January 16th Metro North Rotary Presentation: Kivett-Berry presented re: efforts of ECI and the community child care solutions team.

Program Updates:

Mid-Year Program Performance Report and Data: The new Progress Report format was shared & Peyton walked Board members through the new features. Mid-Year data included in packet.

Open Agenda: The following was shared: Legislative Priorities Packet (Linn County and State ECI, Board of Supervisors & Iowa Women's Foundation). Annual evaluation surveys will be sent to Board members and programs on Jan 29th.

Motion to Adjourn:

➤ **MSC:** (Stuelke, J. Rogers) Motion and Second to adjourn. Motion carried unanimously.

Meeting adjourned at 4:46 pm.

Minutes submitted by:

Kristen Peyton

Kristen Peyton, Recorder

Date

2/17/20

Reviewed by:

Tara Carrera-Bauer

Tara Carrera-Bauer, Secretary

Date

2/15/20