

Linn County Early Childhood Iowa Governance Board MINUTES
3:30 pm, Tuesday, April 23, 2019
1240 26th Avenue Ct SW, Community Services Building, Cedar Rapids



Members Present:

Barrett, Richard	Kitzmann, Tricia	Rogers, Ben	Wu, Jasmine
Bigley, Linda	Lewis, Karen	Rogers, John	
Carrera-Bauer, Tara	Moniza, Caroline	Rutz, Connie	
Dagit, Wyatt	Munyakazi, Patrick (3:37 pm)	Scheldrup, Chris	
Harp, Jennifer	Rogers, Andrea	Scheumann, Nancy	

Excused Absence: Stuelke, John

Guests:

Meincke, Ashley (PACES)	Pershing, Danielle (1 st Five)	Boniface, Morgan (PEC)
Moffitt, Jan (YPN)	Wade-Nagle, Jeanie (CART)	Meyer, Cathy (PACES)
Lucas, Elizabeth (Horizons)	Martin, Jennifer (CCNC)	

Staff: Kivett-Berry, Chris Peyton, Kristen

Call to order: Dagit, chair, called the meeting to order at 3:30 pm with quorum present (16/17).

- Childcare Provider Appreciation Day on May 10th: Awareness stickers were passed around the table.
- April *Corridor Business Journal & Gazette*: A Child Care Crisis article was included in the Board packet and a Child Care article in the *Gazette* was passed around at the meeting.
- Board Charitable Event: A Thank You card from YPN, a Charitable Event winner, was shared with Board Members.
- East Central Region MH and ECI Collaboration: Kivett-Berry assisted the East Central Region to complete a State Child MH Board survey on local child mental health needs by coordinating a conference call with local child Mental Health providers.
- Funded Program Partnership Example: The Cedar Rapids Preschool Program reached out to ECI staff re: bus tickets for a family. Staff emailed all of the funded programs and in a short amount of time the programs were able to provide resource information or donate tickets. Kivett-Berry read out-loud the "Thank You" email from Cedar Rapids Preschool.
- New Board Member referrals: Referrals are encouraged and the new Board Member applications were provided to current Board Members.

Public Comment Period: All guests were welcomed and introduced themselves. Morgan Boniface noted that the Parent Education Consortium is wrapping up their classes for the year. Jeanie Wade-Nagle shared that Grant Wood AEA and Parent Education Consortium have a great collaboration for working with families whose child is on the Autism Spectrum. Elizabeth Lucas stated that Horizons was able to serve approximately 7 LEP clients in the past 6 months using volunteer interpreters.

Minutes of 3/26/19 Board Meeting:

- **MSC:** (B. Rogers, Rutz) Motion and Second to approve minutes from 3.26.19 Board Meeting. Motion carried unanimously.

Financial & Program:

- FY 19 Budget Revision-CART: Jeanie Wade-Nagle explained the request to shift funds from School Ready Salary & Benefits to Early Childhood Salaries & Benefits. Tool FF prohibits the use of Early Childhood funds from serving state or federally funded programs. It is difficult to project the split of the funds because referrals arise as needed. Also the amount of mileage was underestimated.
- **MSC:** (Bigley, J. Rogers) Motion and Second to approve CART's Budget Revision Request. Motion carried unanimously.

- b. March Fiscal Control Summary: J. Rogers reviewed the Summary and indicated that programs should be 75% expended. Programs with under-utilization are noted with explanatory information.
- c. FY 19-20 Fiscal Projection: In FY 19, all programs are projected to fully expend besides about \$2,000. It is estimated that there will be 12% in carryforward in the School Ready funds and about 17% in carryforward in Early Childhood funds. Although the FY 20 allocation amount hasn't been announced, the estimate is based on status quo funding to ECI. Linn County is projected to have about \$48,000 increase in School Ready funds and approximately \$35,000 decline in Early Childhood funds.
- d. Program Audits: Form was included in the Board packet. All programs thus far met the audit requirements. YPN and Horizons will be presented at the May Board Meeting and TIES in August.
- e. Site Visit Results: Form for Linn County Child Development Center was included in the Board packet. Peyton noted that the program was deemed compliant and their next on-site review cycle is FY 22. In FY 20, a follow-up will be made to review the progress on one of their contract items.

Board Operations:

- a. FY 20-21 Funding Recommendations: The combined Executive-Finance Committee met in April to review the scores of the sixteen bids received, with one being from a new vendor. The funding requests exceed the estimated allocation by about \$200,000; therefore, not all programs will be funded. A high scoring bid was received for each Board priority area, assuring that those core services will be provided. Kivett-Berry read the draft funding level recommendations for each program from a document provided to Board and guests: high to full funding, high partial, med-high funding and which programs still needed to be discussed. More information will be obtained and an updated set of recommendations will be provided to the Board by the May meeting.
- b. Award Contracts: Tabled until the May Board Meeting.
- c. Committee Reports:
 - i. Nomination: Dagit encouraged Board Members to make referrals for new members and to grab an application packet if they know of someone interested.
 - ii. Community Awareness: Karen Lewis shared that the committee met with a representative from the Med Quarter re: 24/7 Child Care Center located in Downtown Cedar Rapids. A meeting is scheduled with Iowa Women's Foundation and Economic Alliance re: August Child Care Solutions event.
- a. Association of Early Childhood Iowa Area Boards: A Q & A Summary was included in the Board packet. Will discuss further steps at the May Board Meeting.
- b. State ECI FY 18 Annual Report Summary: The summary was included in the Board packet and Peyton briefly reviewed the highlights.
- c. May 28th Board Meeting attendance: The next scheduled meeting is the day after Memorial Day. All members indicated that they would be able to attend. The meeting remains scheduled for May 28th.

Open Agenda: Connie Rutz noted that often there are discrepancies in media articles and we could use it as an education opportunity to make sure the community is receiving accurate information. Kivett-Berry shared that the open house for Collins Aerospace Day Academy is April 23rd at 6pm.

Motion to Adjourn:

- **MSC:** (Rutz, A. Rogers) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:32 pm.

Minutes submitted by: Kristen Peyton, Kristen Peyton, Recorder Date 5/17/2019

Reviewed by: Tara Carrera-Bauer, Tara Carrera-Bauer, Secretary Date 5/17/19