

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



Members Present:

Barrett, Richard	Lewis, Karen	Rogers, John
Bigley, Linda	Moniza, Caroline	Rutz, Connie
Carrera-Bauer, Tara	Munyakazi, Patrick	Scheumann, Nancy
Dagit, Wyatt	Rogers, Andrea	Stuelke, John
Kitzmann, Tricia	Rogers, Ben	Wu, Jasmine

Excused Absence: Harp, Jennifer

Unexcused Absence: Scheldrup, Chris

Guests:

Meincke, Ashley (PACES)	Strahan, Diana (1 st Five)	Boniface, Morgan (PEC)
Stocks, Colette (LCCDC)	Regan, Christi (HACAP)	Moffitt, Jan (YPN)
<u>Staff:</u> Kivett-Berry, Chris	Peyton, Kristen	

Call to order: Dagit, chair, called the meeting to order at 3:30 pm with quorum present (15/17).

- a. Ready 10!: A school readiness brochure was provided.
- b. Iowa Dept. of Ed Early Childhood Legislative Report: The report was included in the Board packet.
- c. Early Childhood Events
 - TCOY Retreat & Playology Child Care Conference on 3/30/19: Linn Co ECI donated 2 door prizes, provided a handout of the funded programs & a Save the Date flyer for our August forum.
 - Pinwheel project for Child Abuse Prevention on 4/2/19: Pinwheels will be planted at local agencies to raise awareness of Child Abuse Prevention. Peyton shared a picture from 2018 of planted pinwheels in pots donated by Pierson's Flower Shop and a billboard at the Community of Christ church. There will be the same display this year.
 - Healthy You, Healthy Family Event is 4/6/19: This event was rescheduled from January due to winter weather conditions. ECI will have a table at the event and provide an activity for children.

Public Comment Period: All guests were welcomed and introduced themselves. Christi Regan noted that Early Head Start & Head Start are accepting applications for 2019-2020. Morgan Boniface reported that PEC had a successful credentialing meeting. Jan Moffitt stated that YPN's largest fundraiser is Broadway Maybies. Colette Stocks reported that the evening of 3.26.19 was the final session for the Parent Education classes hosted at their Center and they are also accepting enrollment for 2019-2020.

Minutes of 11/27/2018 Board Meeting:

- **MSC:** (B. Rogers, Lewis) Motion and Second to approve minutes from 2.19.19 Board Meeting. Motion carried unanimously.

Financial:

- a. February Fiscal Control Summary: J. Rogers reviewed the Summary and indicated that programs should be 67% expended. Programs with under-utilization are noted with explanatory information.
- b. FY 20 Allocation: Kivett-Berry noted that draft FY 20 School Ready & Early Childhood funds were provided by the State ECI office. The estimate is based on status quo state funding to ECI. Linn County is projected to have a 4% increase in School Ready and an 8% decrease in Early Childhood funds.
- c. Agreed Upon Procedure (AUP) Results: Kivett-Berry noted that Board Member, Jennifer Harp (CPA), reviewed the AUP. Kivett-Berry read an email from Harp indicating there were *no concerns and the*

County received an unqualified audit opinion, which is the highest level of assurance that can be provided. Specific to ECI there were no instances of non-compliance noted.

- **MSC:** (Bigley, Moniza) Motion and Second to authorize submittal of the Agreed Upon Procedure to the State ECI office. Motion carried unanimously.

Program & Community Updates:

- a. Site Visit Results: Forms for 1st Five and Paces were included in the Board packet. Peyton noted that both programs were deemed compliant and their next on-site review cycle is FY 22.
- b. Charitable Event Winners: A total of \$415 was donated for the 11th Annual Charitable Event. A drawing for a Grand Prize winner of \$215 and two winners of \$100 was conducted. An entry per contract was entered into the drawing. The Grand Prize winner was Early Head Start and the two \$100 winners were YPN and the Nurturing Parenting Program. The proceeds will be used to purchase basic needs for clientele. Photos of winners will be posted on the Linn Co Community Services Facebook page.
- c. Proclamations for Week of Young Child: Peyton noted that the Proclamation will be read and signed at the City Council Meeting on March 26th and at the Linn County Board of Supervisors on March 27th. Peyton will be in attendance on March 27th and extended the invitation to Board Members.

Board Operations:

- a. Association of Early Childhood Iowa Area Boards: The proposal was included in the Board packet which summarized that ECI Area Boards can collaborate to contract with a lobbyist to advocate for early childhood needs at the State Capitol. The proposed amount is 3.1% of Admin dollars which is approximately \$1,600/year for Linn. Board Members concurred that it would be a good investment and they are interested in the proposed collaboration. Concerns and questions were voiced and Kivett-Berry will reach out to the organizer.
- b. Board Member Self-Evaluation Survey: The summary was provided in the Board packet. Dagit reviewed noted that the Finance category decreased slightly and the other categories remained the same or increased since FY 18. The overall Board Score was 4.6/5 which was the same as FY 18. Two areas that were indicated for improvement are: the Board's composition reflecting the diversity of the community and the Board communicating effectively with legislators.
- c. New Board Member Recruitment: One Member has served her 6 year term and will rotate off the Board in June and three members rotate off in 1 year. Dagit suggests adding 4 new members and the desired skills sets are: Finance, Marketing, Non-Profit and Consumer. Kivett-Berry noted need for Diversity and Gender Balance. Board members were asked for names and a press release will be issued. Referral forms were provided to Board Members.
- d. Committee Reports:
 - i. Finance: John Rogers briefly shared that the non-profit idea is on hold but that another hybrid option is being considered. The success of the Child Care Solutions forum may renew the non-profit idea.
 - ii. Community Awareness: Lewis reported the date to host a Community Child Care Solutions forum is Aug 14. Lewis, A. Rogers & Kivett-Berry had a breakfast meeting with Economic Alliance to start laying groundwork.
 - iii. Executive: Tabled.

Open Agenda: None

Motion to Adjourn:

- **MSC:** (Wu, J. Rogers) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:34 pm.

Minutes submitted by: , Kristen Peyton, Recorder

Date 4/23/19

Reviewed by: , Tara Carrera-Bauer, Secretary

Date 4/23/19