

**CLINTON/JACKSON EARLY CHILDHOOD IOWA BOARD MEETING MINUTES**

**Monday, September 28, 2015 – 4:00pm, large board room**

**Clinton County Satellite Offices, 226 11th Street, DeWitt, IA 52742**

**Board Members Present:**

Jack Willey, Chair  
Dan Srp, Vice Chair  
Brenda Kunau  
Dr. Jessica Ihns  
Linda Hledik  
Gabe Gluba  
David Hinds  
Karen Breitbach

**Board Members Excused:**

Traci Gael  
Torschia Thomas

**ECI Staff Present:**

Jenny Kreiter, Director

**Guests Present:**

Kathy Richmond

Chair Jack Willey called the meeting to order at 4:04pm. A quorum was present (8/10) at that time. Introductions were made and a sign in sheet was circulated for Board Members and guests to sign.

**Review of Agenda:** Chair Jack Willey introduced the agenda and asked for comments or any conflict of interests; none were offered

**Board Membership:** Traci Gael has submitted her resignation as she will be working out of the Dubuque DHS Office. The Board thanked her for her service to the Board. Mr. Hinds moved. Mr. Srp seconded to accept her resignation. Motion was carried unanimously. Rhonda Curts has submitted her application to the Board to serve on our Board. Rhonda works for the Department of Human Services and will serve as the DHS representative. Mrs. Kunau moved. Mr. Hinds seconded to accept Mrs. Curt’s appointment to the Clinton/Jackson ECI Board. Motion was carried unanimously. Linda Hledik and Karen Breitbach have both agreed to serve another term on the Clinton/Jackson ECI Board. Mr. Gluba moved. Mr. Srp seconded to approve Mrs. Hledik and Mrs. Breitbach to serve another term on the Board. Motion was carried unanimously.

**FY16 ECI Board Work Plan & Calendar:** Mr. Willey presented this document to the Board. It was accepted as an informational document to help guide the Board throughout the year.

**Approval of Minutes:** Mr. Willey asked for comments on the Board Meeting minutes dated 8-31-15. Dr. Ihns moved. Mrs. Kunau seconded to approve Board meeting minutes dated 8-31-15. Motion was carried unanimously.

**Financial Report/Contract Report:**

- a. Mr. Willey presented the FY16 financial /expenditure report. The Board reviewed the documents. Jenny noted that the adjusted appropriation column in the financial report will always be 0.00 as the County does not budget for our expenses. The balance column will always be a negative number as the appropriation number will always be 0.00.. Jenny will enhance the report to reflect percentage of program funds expended as more bills are paid. Mr. Srp moved. Mr. Hinds accepted the report as presented. Motion was carried unanimously.

b. Mr. Willey presented the contract updates document.

\* Jenny reported that Kathy Richmond has resigned her position and has taken a supervisory role in the agency. They will be hiring for a new Child Care Consultant.

\* Jenny was directed to meet with our home visitation managers about Bright Beginnings request for more slots. Jenny did meet with Sheila Busch and Michele Cullen. As we reviewed the request and compared the amount of slots we have available in our two counties and LSI has received funding for Parents As Teachers which will be providing additional slots in October / November. MIECHV (Maternal, Infant, and Early Childhood Home Visitation) grant ends in 2015 and the State of Iowa will be applying for new funds in FY16. It was decided to take the Bright Beginnings request off the table at this time.

\*Jenny provided the Board a matrix of requests from the school districts for safety seats/harnesses. The Board directed Jenny to contact the school districts that applied to request more information about the amount of funds needed for each seat/harness. Jenny will also check to see if the Board can use administrative funds for programming. Jenny will report back to the Board.

\*Jenny provided the Board Members Tool CC, responses from a survey monkey provided to our preschool schools about 3 year old scholarship funding and a spreadsheet with information from other ECI Areas with formulas and guidelines they use to fund scholarships. The Board reviewed our strategic plan/community plan and indicators which reflects an increase in quality expectations by the Board for all the programs that are funded. The Board discussed in depth Tool CC and the definition of quality in regards to preschool scholarship. The Board then looked at the approved FY16 budget and confirmed FY15 carry forward and the total funds available for preschool scholarships is \$28,429. The Board directed Jenny to confirm the amount of scholarships needed, offer to meet individually or have community meetings about the change in the scholarship formula and provide support and guidance to the preschools to pursue other funding for this purpose. Jenny will contact and / or provide contact information for United Way, LincolnWay Foundation, Franciscan Peace Center, Community Foundation of Jackson County, Clinton/Jackson Lion's Clubs and other non profits/organization who would be willing to support three year olds in attending preschool. The formula is the average amount the preschools are currently charging. No scholarship will be given that provides more than a preschool is requesting. The letter of agreement with the preschool will be a monthly unit rate of pay with an 80% attendance rate required by the student. Dr. Ihns brought up the concern that the rate of our scholarship is going to be so low that the parents will not be able to afford the co-pay and consequently children will not be attending preschool. Mr. Hinds requested that Jenny send the final scholarship amounts with the new formula to the Board Members to approve by evote. After reviewing the data and thoroughly discussing preschool scholarships for FY16 Mr. Srp moved and Mrs. Breitbach seconded to have Jenny provide the final scholarship amounts with the new formula to the Board Members to approve or deny by evote. Motion carried unanimously.

\*Jenny reported that she had met with Katie McNeme with I Smiles Dental Program. Katie reported that the suggested changes the Board had asked her to made to the permission slip has increased the parent permission return rate for FY16 as compared to FY15.

\* Jenny reported that Heather Moore, Sunshine Childcare and Andrew CSD have submitted a request for funding to support opening a childcare center in Andrew, Iowa. However, the Board does not have funds available to consider this request. The Board directed Jenny to notify Heather of this fact and offer any other assistance the Board can provide such as letter of support and participating in grant writing.

\*Jenny reported that she was notified by email that a community member is interested in starting a child care center in Bellevue. Jenny will work with our Child Care Nurse Consultant and the Child Care Consultant to discuss how we gather data regarding the need/interest in Clinton and Jackson Counties concerning child care centers.

**Clinton/Jackson Levels of Excellence update:** Jenny reported that she is in the final process of completing the Community Plan.

**9-16-15 ECI Director's Meeting Summary:** Mr. Willey reported that Jenny attended that meeting and the Executive Committee reviewed the agenda and discussed the "ECI Purpose and funding draft".

**New Business:** Jenny requested the discussion about First Children's Finance, building stronger childcare businesses be moved to next month's meeting for discussion.

**Adjourn:** Mr. Willey declared the meeting adjourned.5:10pm. Our next ECI Board Meeting will be 10-26-15.

Respectfully submitted, Jenny Kreiter, Clinton/Jackson ECI Director

Attachments can be viewed by contacting Jenny Kreiter at the Clinton County Satellite Offices.

Any person needing special assistance or with special accessibility needs should contact Jenny Kreiter at (563)659-3651 or kreiter@clintoncounty-ia.gov