

CLINTON/JACKSON ECI BOARD MEETING

April 23, 2012

DeWitt, Iowa

Board Members Present: Jack Willey, Pat Hendrickson, Linda Hledik, Jessica Ihns, Jill Davisson, Brian Bopes, Karen Breitbach, Daniel Srp, Pastor Lynn Thiede and Jenny Kreiter, Coordinator.

Board Members Excused: Brenda Kunau, Lynn Bell, Lori Frick

Guest: Sheila Busch

Quorum having been established, Jack Willey called the meeting to order at 4:04PM.

Introductions: The Board Members introduced themselves.

Board Membership: The Board was updated and held a brief discussion on our search for a male representative from Clinton County with a health background. Jenny spoke with Michelle Cullen with VNS and she would like to nominate Chris McClimon a nurse who serves children in our area. We have met our Board Membership Representation Requirements for Local ECI Are Boards, tool LL, and our bylaw requirements concerning board membership. We continue to actively recruit potential board members following the gender equity requirements in Iowa Code, Chapter 69.16A

Review of 3-26-12 Minutes: Mrs. Linda Hledik moved to accept the minutes as printed. Mr. Dan Srp seconded. Mr. Jack Willey called for a vote. All those present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

FY12 budget: Jenny presented the FY11/FY12 Annual Report budget template with current and projected figures. Jenny has been meeting with contractor's monthly to review program outcomes and spending patterns. Legislative session has not ended but at this point all information indicates the same level of funding for ECI as in FY12. Mrs. Jill Davisson moved to accept the budget as printed. Pastor Lynn Thiede seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

The Board Members then reviewed a request from the YWCA asking for \$5,000 increased funding for the Second Shift Child Care Program. Jenny provided the Board with the 3rd quarter data from this program in order for them to review data and other fund sources. The Board held a brief discussion about this request. They are also asking for funding for playground enhancements at the new center in Clinton. After a brief discussion the Board decided to request information from all daycares/preschools in Clinton/Jackson Counties to see what needs are in the area of playground enhancements. This will be addressed in FY13. Mrs. Jill Davisson moved to award the Second Shift Child Care Program increased funds of \$5,000 and not fund the playground request at this time. Mrs. Karen Breitbach seconded. Mr. Jack Willey called for a vote. Mr. Dan Srp abstained from the vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Executive Committee Meeting 4-2-12: Mr. Jack Willey reviewed the meeting minutes with the Board. Jenny made an error and did not list Pat Hendrickson as attending the meeting, she will correct this error. A copy is attached to these minutes.

Review of bylaws (second reading): The Board held a discussion and requested that Jenny add language to section F. for review at the 5-21-12 meeting. Mrs. Jill Davisson moved to approve the second reading of the bylaws with the noted

changes included for the 3rd reading. Mrs. Karen Breitbach seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Board Self Evaluation: Jack has requested that the remaining evaluations be turned into Jenny and the results will be reviewed by the Executive Committee and then the Board at the May meeting.

Board Evaluation: This will be discussed at the May meeting.

Release FY13 Statement of Intent: The Board discussed the reasons and need to do a full RFP for FY13 which included our efforts in community planning, updating our community plan and preparation for our LOE review. The Board felt that the Statement of Intent document does not provide adequate information. Mrs. Jill Davisson made a motion to not release a Statement of Intent for FY13. Mrs. Jessica Ihns seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Release FY13 Request for Proposals: The Board reviewed the Request for Proposal documents. These will be disseminated through our Community Partnerships for Protecting Children email contact list, listed on our website and an email will be sent to all current contract holders and any other potential community partners who have expressed an interest in funding. Mrs. Pat Hendrickson made a motion to release the FY13 RFP. Mr. Brian Bopes seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Contract update: The YWCA has completed their corrective action plan and submitted their QRS documentation as requested by the Board. Clinton Head Start will be providing an extended day program in FY13.

Levels of Excellence: Jenny presented a procedure which enhances our current process in tracking her work hours and signing off on time sheets. The Board reviewed the documents and a brief discussion was held. Mrs. Karen Breitbach made a motion to accept Clinton/Jackson ECI Payroll and related policies documents. Pastor Lynn Thiede seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

Jenny presented the Board a procedure for receiving the Early Childhood Iowa Area Directors Meeting agenda four times a year and formally acknowledges reviewing this document. Mrs. Jessica Ihns made a motion to accept the policy regarding Early Childhood Iowa Area Directors Meeting agenda. Mr. Dan Srp seconded. Mr. Jack Willey called for a vote. All others present voted in favor of the motion. Motion carried. A copy is attached to these minutes.

New Business: Jenny had a discussion with Janet Horras, IDPH, regarding a pilot program of Red Cap (universal data collection of home visitation data) and if Clinton/Jackson ECI area had been considered? Jenny produced an email sent in March requesting consideration. Jenny also presented the Board a thank you note from the Gateway IMPACT Coalition for our participation in the Drug Endangered Children Conference.

There being no further business Mr. Jack Willey called for a vote to adjourn the meeting at 4:55pm. All those present voted in favor of the motion. Motion carried.

Respectfully submitted by:
Jenny Kreiter, Coordinator