

CLINTON/JACKSON EARLY CHILDHOOD IOWA BOARD MEETING MINUTES

Monday, November 23, 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

Rhonda Curts

David Hinds

Karen Breitbach

Board Members Excused:

Torschia Thomas

ECI Staff Present:

Jenny Kreiter, Director

Guests

Mary Jo Huddleston, CCR&R

Wendy Merkel, CCR&R

Chair Jack Willey called the meeting to order at 4:00pm. A quorum was present (9/10) at that time. Introductions were made and a sign in sheet was circulated for signature.

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

Board Membership: Jenny reported that she has received email correspondence from the community member who is interested in being considered for membership on the Board. He will be submitting his application after the first of the year.

Approval of Minutes: Mr. Willey asked for comments on Board Meeting minutes dated 10-26-15, Executive Committee Summary Notes dated 11-13-15 and 11-17-15. Mr. Hinds moved. Mr. Srp seconded to approve Board meeting minutes dated 10-26-15, Executive Committee Summary Notes dated 11-13-15 and 11-17-15 as presented. Motion was carried unanimously.

Financial Report/Contract Report:

- a. Mr. Willey presented the FY16 Expenditure by program and category financial report. Board Members reviewed this report. Jenny noted that she is working with the Child Care Nurse Consultant Program Manager on expenditure detail needed for submission of monthly reimbursement requests. Jenny reported that the State Auditor will be conducting our audit in December. Mrs. Breitbach moved to approve the financial report as presented. Mr. Gluba seconded. Motion was carried unanimously.
- b. Mr. Willey presented the first quarter report that provides FY14, FY15 and FY16, 1st quarter performance measures outcomes. This gives the Board Members comparison and trend data to review by year and by quarter. We have transitioned to a new provider for the Child Care Nurse Consultant and the 1st quarter report was recently submitted. The Board Members also reviewed an email from Julie Tchoumkeu, State Home Visitation Quality Assurance Coordinator, regarding FY16, 1st quarter Family Support Programs. The email contained information about changes to the yearly reporting schedule. The Board reviewed the performance measures outcomes of our four Family Support Programs.

c. Jenny reported that since July 1, 2015 she has met numerous times with the Chris McClimon, Child Care Nurse Consultant, Kathy Richmond, Child Care Consultant and the Mary Jo Huddleston, CCR&R to discuss the effectiveness of the grants provided to child care providers (in home and center based) to move them up the Quality Rating System. We are in agreement that the data from the FY15 grant cycle does support the fact that the grants, as they are structured now, do not equate to providers upward movement on the Quality Rating Scale. We are asking the Board to consider eliminating the grants and provide an alternate path for providers to access funds for the purpose of increasing quality as reflected by moving up the Quality Rating Scale. The Board discussed this request and what the implications would be to potentially changing the way providers accessed the funds. Mary Jo Huddleston anticipates that the change would enhance the conversation the Child Care Nurse Consultant and Child Care Consultant had with the providers. The conversation will initially be more about health and safety items and then they will discuss the providers' current QRS level and if they are motivated to move up the Quality Rating Scale. This would be a more hands on, targeted approach for the provider to access the funding. This change would require less paperwork for the child care provider as the Child Care Nurse Consultant and the Child Care Consultant would be on site stream lining the process. Clinton County and Jackson County have a 30% participation rate of providers' in the 2-5 QRS range while the average Statewide participation rate is in the 11% range. The Board referenced our Community Plan and the Quality Rating System data while having this discussion. Mary Jo Huddleston reported that in the past three years the Quality Rating System had been recalibrated and changes to the Quality Rating System will be happening in this fiscal year. This change in process will allow us to really address quality, need, and provider motivation. It offers a rolling disbursement process as opposed to the current process which had a deadline for application for funds. The Board acknowledged this would be a change that not all providers would appreciate. The Board made it clear that the funds are available to providers but the focus on quality is imperative. Dr. Ihns motioned to approve the change to accessing the funds and instructed Jenny to send a letter to the Board Members for review and approval. The Child Care Consultant and Child Care Nurse Consultant or a designee will also be signing the letter. Mr. Hinds seconded. Motion was carried unanimously.

Community Plan Approval: The Board Members received the Community Plan prior to this meeting and have reviewed it. Mrs. Breitbach moved to approve the Community Plan. Mr. Srp seconded. Motion was carried unanimously.

Levels of Excellence Update: Mr. Gluba and Dr. Ihns completed a final review of the Public Awareness document. Mr. Srp motioned to accept this as the document which will be submitted in the Level of Excellence Portfolio. Mrs. Breitbach seconded. Motion was carried unanimously. The Board reviewed an email from Shanell Wagler. Jenny was directed to notify the LOE review team that the Clinton/Jackson ECI Board would like the one hour discussion option.

November 6, 2015 State Board Meeting update:

The Board Members reviewed the agenda from the meeting. Jenny reported that she did attend the meeting electronically. Jenny confirmed that she did submit the Board's comments regarding the recommended changes which were discussed at this meeting.

New Business: No meeting in December. Our next ECI Board Meeting will be 1-25-16.

Adjourn: Mr. Willey asked for a motion to adjourn. Motion: Mr. Srp. Second: Mr. Hinds. Motion was carried unanimously.

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