

CLINTON/JACKSON EARLY CHILDHOOD IOWA BOARD MEETING MINUTES

Monday, May 18, 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
Torschia Thomas
Traci Gael

Board Members Excused:

David Hinds
Karen Breitbach
Gabe Gluba

ECI Staff Present:

Jenny Kreiter, Director

Guests Present:

Kathy Richmond

Vice Chair Dan Srp called the meeting to order at 4:03pm. A quorum was present (6/10) at that time. Mr. Jack Willey arrived at 4:34pm (7/10). Introductions were made and a sign in sheet was circulated for Board Members and guests to sign.

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

Board Membership: Mr. Srp reported that Mr. Gabe Gluba notified Jenny of his resignation from the Clinton/Jackson Early Childhood Iowa Board. Mrs. Kunau accepted Mr. Gluba's resignation with regret and thanked him for his service to families in our ECI Area. Ms. Thomas seconded. Motion was carried unanimously.

Approval of Minutes: Mr. Srp asked for comments on Board Meeting minutes dated 4-27-15 and Executive Committee minutes dated 5-11-15. Dr. Ihns moved. Mrs. Gael seconded to approve Board meeting minutes dated 4-27-15 and Executive Committee Meeting minutes dated 5-11-15 as written. Motion was carried unanimously.

Financial Report/Contract Report:

- a. Mr. Srp presented the FY15 Expenditure by program and category financial report. Board Members reviewed this report. Mr. Srp presented the Director's activity report. Dr. Ihns moved to approve the financial report and Director's activity report as presented. Ms. Thomas seconded. Motion was carried unanimously.
- b./c. Mr. Srp presented the FY15 Formal Report of On-Site Reviews and Audits of current contract holders. The Board Members reviewed and discussed this report. The Board Members requested that Jenny provide the actual site visit/audit review template used and change the name of this report.
- d. Each Board Member received the FY16 contract renewal application requests for review prior to today's meeting. The renewal applications have been reviewed by the Board Members. Comments and requests for follow up information were discussed at this time. The Board Members had no concerns about budget's submitted and all follow up information requested did not impact funding the request. Jenny will submit a document with follow up information at the next Board Meeting.
- e. Mr. Srp presented the FY16 Renewal Requests 5-18-15 document. The Board Member's reviewed this document. Mrs. Gael moved to approve the FY16 Renewal Requests and submit the FY16 budget to the ECI State TA Team. Mrs. Hledik seconded. Motion was carried unanimously.

Levels of Excellence Update: Jenny reported that she had been in contact with S. Wagler and she could meet with us using ZOOM technology at our Board Meeting on 6-22-15. However, J. Anderson could not attend that meeting but could attend on 6-29-15 if the Board Members choose to change our meeting date. Jenny was instructed to change our next meeting date to 6-29-15 so S. Wagler and J. Anderson could attend our Board Meeting to discuss our community plan.

New Business: Dr. Ihns attended the “High In Plain Sight” training. She commented that it was an excellent training that was very informative and well attended by community members and partners.

Adjourn: Dr. Ihns moved to adjourned at 5:00p.m. Mrs. Kunau seconded. Motion was carried unanimously.

Our next ECI Board Meeting will be 6-29-15.

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