

CLINTON/JACKSON ECI EXECUTIVE COMMITTEE MEETING MINUTES
Monday, August 10, 2015 - 8:00am, small board room
Clinton County Satellite Offices, 226 11th Street, DeWitt, Iowa

Board Members Present: Jack Willey, Linda Hledik

Staff Member Present: Jenny Kreiter

FY15 Annual Report/FY15 Contract Update: Jenny is working on the Annual Report and our fiscal agent to finalize data and expenditures. Jenny was notified by LSI that they did not enter data for the Parent Education Program into RedCap by the deadline. The Executive Committee requested that Jenny contact the State TA Team to discuss next steps as this was a performance measure in the FY15 contract. Jenny also provided information about the corrective action plan the State TA Team is requesting our Board have with our fiscal agent.

FY16 Budget/Contract Update: The Executive Committee reviewed the financial report provided by the fiscal agent. The Executive Committee reviewed our contract monitoring procedures and documents and reviewed the FY15 Parent Education contract file. The purpose of this was to review our procedures for FY16. Jenny was directed to release the application form for preschool scholarship requests. By doing this the Board will have an idea of the need in our two county area but will not approve scholarships until our FY15 expenditures and carry forward amounts have been confirmed. Jenny shared an email from Zion Preschool regarding the ECI scholarship attendance policy.

Review of LOE materials: The Executive Committee reviewed documentation from Dubuque County Early Childhood (DCEC) and Clinton/Jackson Early Childhood Iowa (C/JECI) planning meeting, Partnership for Succession Support. This will be provided to the C/JECI Board for discussion and review.

Set agenda for August Board Meeting: The Executive Committee set the agenda and asked Jenny was asked to notify our Legislator's to attend the meeting from 4:30pm to 5:00pm.

New Business: Jenny will contact DAC about shredding ECI documents.

Respectfully submitted by:
Jenny Kreiter, Director

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