

Board Members Present:

Nin Flagel  
Gwen Deming  
Erin George  
Linda Hledik  
Charlie Minnick  
Jack Willey  
Lindsey Burken  
Roberta Rosheim

Board Members Absent:

Peter Duytschaever  
Sarah Hogan

Staff Present:

Mary Kay Wirth

Guests:

Julie Hamann (LSI)  
Lori Jahn (LSI)  
Christi Regan (HACAP HS)  
Melissa Tucker (LSI)

## Clinton/Jackson Early Childhood Iowa Board Meeting Minutes March 23, 2026

Jack Willey, the board chair called the meeting to order at 4:03 PM. Mary Kay Wirth conducted roll call. Members present are listed at left.

February 23, 2026 minutes: Charlie made a motion to approve the minutes from the last meeting; Nin seconded the motion. Vote: All Ayes, motion carried.

Director's Expenditure Report: Mary Kay presented the February 2026 Director's expenditure report. Nin made a motion to approve the expenditure reports as presented; Roberta seconded the motion. Vote: All Ayes, motion carried.

The Director's Activities include the ECI Monthly Fiscal Tracking Spreadsheet due 3/31/26 and the Mid Year FY26 Qualtrics Report was presented electronically for the board to view. Upcoming events include the Author LeUyen visit at the DeWitt Library on April 2<sup>nd</sup> at 6:30 PM.

Christi Regan explained the updated billing for HACAP Head Start for January-July 2026. The updated billing includes benefits and hours beyond Head Starts required time, the first half of the year didn't reflect this due to a miscommunication. Erin made a motion to approve the updated billing as presented, Lindsey seconded the motion. Vote: All Ayes, motion carried.

Sarah Hogan's board term needed to be renewed. Roberta moved to approve the new term for Sarah starting in February 2026 for three years, Linda seconded the motion. Vote: All Ayes, motion carried.

Highlights from the Contractor Site Visit with I-Smile were shared with the board.

MOUs for Public Awareness events were presented and discussed for the YMCA and Vince Jetter Comm. Center. Linda made a motion to approve the MOUs with the YMCA pertaining to Healthy Kids Day and Vince Jetter Comm. Center for a Community Baby shower; Gwen seconded the motion. Vote: All Ayes, motion carried.

The Quality Improvement Grant Application is due March 25<sup>th</sup> There has been a big response. The committee of Charlie, Nin, and Gwen will meet on Zoom to review applications and recommend awarding grants. The committee will also recommend amount of carry forward to allocate towards the QI Grants. Then there will be an evote to approve. Gwen made a motion for the committee to decide on grants and funding and send on to the full Board for an evote; Roberta seconded the motion. Vote: All Ayes, motion carried.

The Eide Bailly Audit and invoice for FY25 was presented. Nin made a motion to accept the FY25 Eide Bailly Audit and to pay the invoice; Lindsey seconded the motion. Vote: All Ayes, motion carried.

Discussion was held on renewals of contracts and RFPs. Charlie made a motion to offer contract renewals to existing contracts for FY27 and release RFPs for FY27 for new ones; Erin seconded the motion. Vote: All Ayes, motion carried.

A letter of support for Chris McClimon to serve on the state ECI Board was presented. Nin made a motion to approve the letter of support for Chris from the Board; Lindsey seconded the motion. Vote: All Ayes, motion carried.

There is no news on the proposed legislation and FY27 budget from the state.

The director asked for a committee to review the section on Contracting, Monitoring and Compliance from the states document of Board Policies and Procedures. After discussion the Board wants to wait to do this until the State has the whole document ready to use. Erin made a motion to wait until the board has the completed document and then align and adopt for the Clinton Jackson ECI Board ; Nin seconded the motion. Vote: All Ayes, motion carried.

Mary Kay presented a letter stating her intent to resign and advertise for the job. Erin made a motion to approve Mary Kay's letter with intent to resign and to advertise for the job; Gwen seconded the motion. Vote: All Ayes, motion carried.

New Business: Mary Kay will meet with Erin for a New Board Orientation. Gwen announced that May 14<sup>th</sup> Charlie Applestein will be at TWB in Maquoketa and April 30<sup>th</sup> is possibly a Conference. Legislative meetings were shared.

Adjourn: Lindsey made a motion; Charlie seconded the motion to adjourn. Meeting adjourned at 5:15 PM.

The next regular C/J ECI Board meeting will be held on **April 27th**, at 4:00 PM in person and via Zoom at the Clinton County Satellite office in DeWitt. If the meeting needs to be moved to Zoom only, this will be posted.

Executive Meeting:

**April 13, 2026**, at 7:30 via Zoom

Respectfully submitted by Mary Kay Wirth, Clinton/Jackson ECI Director

Any person in need of special assistance or accessibility needs should contact Mary Kay Wirth at [mwirth@clintoncounty-ia.gov](mailto:mwirth@clintoncounty-ia.gov) or call 563-659-3651.

Board President Signature \_\_\_\_\_ Date \_\_\_\_\_