



**BVCS EARLY CHILDHOOD IOWA  
3 –COUNTY BOARD MEETING**

February 24, 2016 time: **10:00 am – 11:30 am** Trinity Lutheran Church 612 S Dewey, Odebolt  
RSVP requested

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
I. Introductions and Call to Order	Annette Koster called the meeting to order at 10:02 am. Introductions were made.	
<p>Attendees: <u>Board members present:</u> Gale Randall, Early Childhood, Mike Bunde, Crawford, Education by phone; Cathie Page, Sac, Human Services, by phone; Norm Behrens, Sac County, business; Doug Noble, Law Enforcement, all Counties by phone; Rhonda Ringgenberg Rhonda, Elected Official by phone, Buena Vista; Jane Petrick-Loux, Grandparent, Sac Quorum Met</p> <p><u>Excused Board Members:</u> Randall Kuhlmann, Elected Official Crawford; Buena Vista; Elected Official Sac; Janette Clausen, Crawford, Faith; Tracy Terry, Health, Buena Vista; Ranell Drake, Elected Official Sac.</p> <p><u>Community Members:</u> Annette Koster, BVCS ECI; Pam Bogue, Buena Vista Public Health &amp; Home Care; Retta Mitchell, Child Care Resource &amp;Referral.</p>		
II. Approval of Agenda Approval of Previous Minutes	<p>Rhonda R made a motion to approve, seconded by Jane P, a vote was held, all in favor.</p> <p>Gale R made a motion to approve the January 27, 2016 minutes, seconded by Mike B a vote was held, all in favor.</p>	Motion Carries
III. Early Childhood Iowa		
<p>Financial Reports: School Ready and Early Childhood</p> <p>3-County Board Strategic Plan</p> <p>Governor's Budget Recommendation</p>	<p>Annette K shared the January financial report for School Ready and Early Childhood funds. Rhonda R asked a question in regards to programs with 100% left in budget line item. Annette K responded spending is from another silo first. Mike B asked about admin amount being over. Annette K responded need to do a budget amendment. Rhonda R made a motion to approve the budget, seconded by Mike B, a vote was held motion carries.</p> <p>The 3-County Board Strategic Plan was reviewed. Contractor promotional materials were shared with the Board. Articles that were submitted to the Denison newspapers by Crawford County Oral Health program and Child Care Nurse Consultant, BVCS Early Childhood Iowa Table Affair participation event, Buena Vista Family STEPS Car Seat Safety Event and New Opportunity Oral Health program, Calhoun County Child Care Nurse Consultant radio August 2015 radio ads. Retta M shared Child Care Resource &amp; Referral post trainings on Facebook, participated in the Table Affair event. Annette K will contract the Contractors about collecting and sharing pictures to assist in telling stories about the programs they offer. Discussion on having Release of Information from parents to use pictures. Annette K and Pam B have attended local Legislative forums. Annette K, Gale R and Retta M attended the Early Childhood Iowa Day on the Hill on 2/23/16, meet with all Legislators serving the three county area.</p> <p>If you know of a civic group contact Annette K to speak at on behalf of BVCS Early Childhood Iowa. Orientation materials have been updated. Annette K reported the materials were used during Jaynes orientation and asked her if enough information was presented, or if it overwhelming. Jayne shared there is a lot of information, but needed to understand the operations.</p> <p>Continue to meet items identified in the 3-County Board Strategic Plan.</p> <p>Annette K shared the Education Appropriations Subcommittee Detailed Analysis of the Governor's Budget Recommendation with the board. The analysis shows a -2.4% decrease for the area, due to reduced 0-5 population and the formula used to figure distribution to ECI areas. The State budget is status quo but due to the formula funding the allocation is reduced. Mike B shared there has been state level discussion on the formula, reductions are not good, the need does not reduce. The shared budget is not broken into categorical funding at this time. Annette K reported she wanted to share the budget in</p>	<p>Motion Carries</p> <p>Evaluation</p> <p>Informational</p>

<p>Director Update</p> <p>Annual Program Director Evaluation</p>	<p>preparation for renewals.</p> <p>Family STEPS has worked out the supervision for the program. They will be doing a peer to peer supervision. The peers will record information and take to Nurse Administrators to sign off. Information of the families reviewed, level changes, and discharge will be documented. The Nurse Administrator signs off and is able to make recommendations, ask questions, read about families discussed, and has the final decision. Ideally Family STEPS would have liked to have one supervisor for the three counties, but in reviewing the budget did not feel this could be accomplished at this time. Annette K does chart audits as a part of contract monitoring. Assisting with Credential preparation. Annette K attended the Legislative Forum in Carroll talking to both Senator Mark Segebart and Representative Brian Best about the “clean up” bill for Early Childhood Iowa and Child Development Block grant.</p> <p>Annette K shared information she learned from another Early Childhood Iowa Director in regards to preschool involved in the Statewide Voluntary Preschool program not being able to charge tuition for four year olds. Discussion was held.</p> <p>Annette K will send out the annual director evaluation. The evaluations will be returned to Ranell Drake. Ranell will tabulate the results. The results will be shared with Annette K, in past have had two board members share the results.</p> <p>Rhonda R asked what the next month’s process will accomplish. Renewal letters have been mailed. May 16 is the date they are due. Review proposal at May 3-County Board meeting. Hopeful have allocations at that point. Let Annette K know about increase in wage and or hours for director. It was the decision of the Board to invite contractors to present to the Board in March and April.</p>	<p>Informational</p> <p>Annual Evaluation</p>
<p>IV. Sharing</p>	<p>Retta M shared in Regions 4 &amp; 5 an issue has risen. The DHS allows Child Development Home to care for up to 12 children, but city zoning only allows 6 children.</p> <p>Friday am webinar to start the renewal of the I-consult credential.</p> <p>April 2<sup>nd</sup> the annual BVCS Conference will be held. Music by Mar is the presenter.</p> <p>Rhonda R ISU Extension and Outreach presented ACE information. The presentation was good overview. BV University will be hosting g Paper Tigers. Lori Hayings will be presenting the ACE information to the BVCS ECI Board on March 30<sup>th</sup>.</p> <p>Annette K reported Lemonade for Life will be given in all three Counties. 1<sup>st</sup> five &amp; Carroll, Audubon, Greene Decat hosting the Carroll site. Decat/CPPC in Buena Vista. Mollie S reported today funds are available and one will be held in Denison.</p>	<p>Informational</p>
<p>V. Adjournment</p>	<p>March meeting will be March 30<sup>th</sup>. Change date of April meeting to April 20<sup>th</sup>.</p> <p>Rhonda R made a motion to adjourn, seconded by Jane P, a vote was held, all in favor. Time 10:45 am</p>	<p>Motion Carries</p>

Minutes respectfully submitted by: Annette Koster

Submittal: The minutes of the above stated meeting submitted for approval.

\_\_\_\_\_ Name \_\_\_\_\_ Date

Approval: Based on board consensus, the minutes of the above stated meeting  
 Minutes hereby approved as presented or corrected.

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