



BVCS EARLY CHILDHOOD IOWA

3 –COUNTY BOARD MEETING

September 28, 2016 time: **10:00 am – 11:30 am** Trinity Lutheran Church 612 S Dewey, Odebolt

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
I. Introductions and Call to Order	The meeting was called to order by Randall Kuhlmann at 10:00 am	
<p>Attendees: In person: Janette Clausen, Faith, Crawford County; Randall Kuhlmann, Crawford County Elected Official; By phone: Doug Noble, Law Enforcement; Cathie Page, Human Services, Sac County; Jane Petrick-Loux, Grandparent, Sac County; Rhonda Ringgenberg, Buena Vista County Elected Official; Tracy Terry, Health, Buena Vista County.</p> <p>Absent Excused: Mike Bunde, Education, Crawford; Ranell Drake, Sac County Elected Official; Gale Randall, Early Childhood, Early Childhood.</p> <p>Community: Retta Mitchell, Child Care Resource &amp; Referral; Jackie Duffy, Sac County Health Services; Annette Koster, BVCS Early Childhood Iowa; Kin Fineran, Crawford County Home Health, Hospice &amp; Public Health, by phone.</p>		
II. Approval of Agenda Approval of Previous Minutes	<p>Motion by Jane P, seconded by Janette C to approve the agenda, a vote was held, all in favor.</p> <p>Minutes sent out prior to the meeting, Janette C made a motion to approve the minutes with correct spelling of Jane Petrick-Loux last name, seconded by Jane P, a vote was held, all in favor.</p>	<p>Motion Carries</p> <p>Motion Carries</p>
III. Early Childhood Iowa		
Financial Reports: School Ready/Early Childhood	Annette K shared the Expenditure sheet showing July and August expenses. This year allocations/carry forward amounts are first followed by expenditures with percentages in the remaining columns. Correction needed for Carry Forward heading to read Carry Forward to FY 2018. Rhonda R made a motion to approve the financial report, seconded by Jane P, a vote was held, all in favor.	Motion Carries
Carry Forward Allocations	Annette K shared a Budget Worksheet with possibilities to amend current contracts with the identified carry forward funds from the FY 16 Annual Report. Amendments include increasing funds to: Program Director Supplies, Sac County Health Services, Preschool Scholarships, Child Care Consultant, Child Care Nurse Consultants, and provide funding to the Quality Improvement Program. Unallocated funds are listed on the worksheet. Annette K shared history on Buena Vista County and BVCS Early Childhood Iowa funds. A couple years ago the audit company Hunzelman, Putzier & Co (Tammy Carlson) brought to the attention of BVCS Early Childhood Iowa Program Director and the Buena Vista County Auditor office that BVCS ECI has less funds available than the County has on its “books”. This issues has been addressed, but neither parties are able to find the discrepancy. Ten years ago, when Annette K took the position her and Jackie Duffy who was a member of the Board at the time, felt the finances were not in order. The two questioned the funding amounts that had never been correctly reconciled. The discrepancy has been brought to the Board the last couple years approximately 10,000. When Tammy C was at my office the other day in preparation for the annual audit, she shared the Auditor and Treasurers office are at a loss on how to find the error, but this needs to be reconciled. Will need to be amended on FY 17 Annual Report. Motion by Janette C, seconded by Doug N to approve the amendments in the allocations as presented, a vote was held, all favor.	Motion Carries
Review By-Laws	The Board read and reviewed a revision to the BVCS Early Childhood Iowa By-laws. The second reading will be held at the October 26 <sup>th</sup> meeting.	1 <sup>st</sup> reading
Director Update	Annette K shared: Iowa applied and received a technical assistance grant from the National Governors Association for “fostering collaboration to address the health and success of children and families”. This	Informational

	<p>grant started in April and will end in December. The focus of Iowa’s work is to provide to ensure healthy environments, education, and health are consistently addressed in child care settings across the state through coordinated policies across agencies, providers, and other partners in a budget neutral manner. A core team has been set, and a strategic action plan is being developed to meet goals. The team is collecting information, with technical assistance form NGA and other states about the structures and funding mechanisms for child care nurse consultant and Positive Behavior Supports to help think about our own structures and other possibilities.</p> <p>Second NGA grant: Iowa was selected as one of eight states. Technical assistance project, “Supporting States’ Policy Strategy to Improve the Early Care and Education Workforce.”</p> <p>Iowa’s role in assisting with system development for other States – BUILD – Building Capacity for an Integrated State and Local Approach to Early Childhood Systems Building.” Technical assistance will be focused to person in Georgia, South Carolina, and New Jersey. Shanell Wagler is a consultant for the team.</p> <p>Meetings attended in September:</p> <ul style="list-style-type: none"> <li>• Worked with Family STEPS on credential materials</li> <li>• Submitted Annual Report</li> <li>• Spoke at High-Noon Kiwanis in Strom Lake (used Connection Matters material)</li> <li>• Attended the ECI Stakeholders meeting</li> <li>• Attended the ECI Director meeting</li> <li>• Spoke with Webster County Health Department</li> <li>• Crawford County Coordinated Intake meeting</li> <li>• Attended Prevent Child Abuse Regional meeting</li> <li>• Board orientation done with new board member</li> </ul>	
IV. Sharing	<p>Retta M reported October 1 is “D-Day for childcare providers involved with DHS. New Child Development Block Grant rules and regulation go into effect. Pre-visits, Essentials training, emergency preparedness plans. Essentials training are 10 modules/12 hours available on-line and face to face.</p> <p>Tracy T shared the Buena Vista Regional Hospital in Storm Lake has opened the new entrance of Northwestern Avenue, all other entrances will be locked for security purposes.</p>	
V. Adjournment	<p>Motion by Jane P seconded by Janette C a vote was held, all in favor. Meeting adjourned at 11:00 am Annette K will be on vacation next week. Next meeting will be October 26, 2016.</p>	

Minutes respectfully submitted by: Annette Koster

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

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Name Date

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Name Date