



BVCS EARLY CHILDHOOD IOWA

3 –COUNTY BOARD MEETING

May 30, 2018 time: 10:00 am – 10:50 am Trinity Lutheran Church 612 S Dewey, Odebolt

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
I. Introductions and Call to Order	Rhonda Ringgenberg called the meeting to order at 10:00 am. Introduction were made.	
<p>Attendees: Board Members: Annette Koster, BVCS ECI Program Director; Dave Muhlbauer, Crawford County, Elected Official (by phone); Jane A. Petrick Loux, Sac County, Grandparent (by phone); Mike Bunde, Crawford County Education; Rhonda Ringgenberg, Buena Vista, Elected Official; Amanda Collins, Law Enforcement (by phone); Mollie Scott, Sac County, Human Services; Janette Clausen, Crawford County, Faith; Stephanie King, Head Start/Early Head Start, Early Childhood. Quorum Met</p> <p>Public: Cindy Partlow, Retta Mitchell, CCR&R</p> <p>Board Members Absent; Mona Schulte, Sac County, Business; Ranell Drake, Sac County, Elected Official; Tracy Terry, Buena Vista, Health;.</p>		
II. Public Comment 3 minutes per person:	No public comment	
III. Approval of Agenda Approval of Previous Minutes	Motion by Mollie S to approve the agenda as presented, seconded by Mike B, a vote was held, all in favor.	Motion Carries
	Motion by Mike B to approve the March 28, 2018 minutes. Seconded by Mollie S, a vote was held, all in favor.	Motion Carries
IV. Early Childhood Iowa		
<p>Financial Reports: School Ready/Early Childhood</p> <p>Third Quarter Reports</p> <p>FY 19 Contract Renewals – Allocations</p>	<p>Annette K presented the April financial report. She reported line items amount in the admin categories. Forecast to be under the 20% remaining funds also known as carry forward. Will know carry forward amounts in July. Reviewed G/L Code numbers 42060 Fiscal Agent Fee, 97760 Preschool Scholarships, 42860 Oral Health-Buena Vista County, 32265 Unallocated. Motion made by Mollie S to accept the financial reports as presented, seconded by Mike B, a vote was held, all in favor.</p> <p>Annette K provided data and informational overview for the currently funded programs including: Child Care Nurse Consultant, Child Care Consultant, Oral Health, Family STEPS, and Preschool Scholarships.</p> <p>Additional information was added to the Program Timeline included in the 3-County Board Strategic Plan. The addition provides program and contract information from FY 16 (actual numbers) to FY 18 (estimated and third quarter numbers). The timeline provides the overall data and cost for a program and by individual contract and county. It is a way to compare number of children/family served and services provided.</p> <p>A budget recommendation was presented from the Executive Committee. Reviewed the administrative fees and Program Director salary/benefits. Program Director salary was discussed about possible reduction in time, at this time recommend to keep at 40 hours, the recommendation at full time/40 hours does not include a raise. Based off the FY 18 contract amounts; increase Buena Vista & Crawford Counties Family STEPS programs by 4%, increase Sac County Family STEPS program by 2%, increase Preschool Scholarship by 5%, increase Oral Health Webster County Health Department 10%, increase Oral Health Crawford County 12%, decrease Calhoun County Child Care Nurse Consultant by 3%, increase Crawford County Nurse Consultant 23%, increase Child Care Consultant 14%, Provider Development at 95% under requested amount and not to fund Best in Business. Mike B made a motion to accept the Executive Committee recommendation for funding, seconded by Stephanie K, a vote was held, all in favor.</p> <p>Family STEPS programs have applied for additional funds from Prevent Child Abuse Iowa, awards set to be</p>	<p>Motion Carries</p> <p>Informational</p> <p>Motion Carries</p>

	released June 1, 2018. Will enter in contract renewals with programs. Letter about renewal was mailed out and included additions to deliverables that will be added to renewal.	
Audit Report Hunzelman, Putzier & Co., PLC	Annette K shared the published Independent Auditor's Reports Basic Financial Statement & Supplementary Information Schedule of Finding dated June 30, 2017. Page 43 Note Audit for the Early Childhood Iowa Area Board and page 67 Buena Vista County Schedule of Findings in which Early Childhood Iowa Area Board is mentioned was provided as handouts.	Informational
FY 19 Fiscal Agent/Employer of Record Agreement	Annette K shared the prepared Fiscal Agent Agreement with the Board. Includes the total amount of the grants and Fiscal Agent/Employer of Record amounts. The amount is based off the Cost Allocation report from Buena Vista County. Includes increment from previous year. Dave M upcoming Board Chair will need to sign.	Informational
Board Membership Elect Officers: Vice Chair and Fiscal Officer	Annette K shared a copy of board attendance. Annette K will contact Mona Schulte about continuing to serve on board. Janette Clausen term limit is up, can extend to serve a second term. Will check on terms for Amanda C, Mollie S, and Stephanie K who replaced board members this year. Nomination by Mike B for Stephanie K to serve as Vice Chair and Mollie S to serve as Fiscal Officer. A vote was held, all in favor, motion carries.	Motion Carries
Director Update	Annette K shared updates from the Program Director meeting held on April 25 th including information from the Child &U Family Policy Center, Child Care Resource & Referral, Private Public Partnerships Committee, Early Childhood Summit, Early Childhood Iowa website. Early Childhood Iowa Stakeholders Alliance meeting: Early Learning Standard release, Project HOPE, DHS update. Handout provided.	Informational
Next Meeting	Next meeting date will be June 27, 2018.	
V. Sharing	Star Spangled Spectacular Parade of Nation in Storm Lake on July 4 th , 2018. More information at Salud.of.stormlake@gmail.com or http://www.facebook.com/SALUDofStormLake	
VI. Adjournment	Rhonda R adjourned the meeting at 11:20 am	

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.

Name

Date

Name

Date