



BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINUTES

May 29, 2019 time: **10:00 am – 11:30 am** Trinity Lutheran Church 612 S Dewey, Odebolt

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
<p>I. Introductions and Call to Order</p> <p>Attendees: Mike Bunde, Education, Crawford; Rev. David Viggers, Faith, Sac; Dave Muhlbauer, Elected Official, Crawford; Amanda Collins, Law, (by phone); Mollie Scott, Human Services, Sac; Jane Petrick Loux, Grandparent, Sac; Tracy Terry, Health, Buena Vista; Rhonda Ringgenberg, Elected Official, Buena Vista; Annette Koster, BVCS Early Childhood Iowa, Program Director.</p> <p>Absent: Ranell Drake, Elected Official, Sac; Stephanie King, Early Childhood, Sac;</p> <p>Others Present: Cindy Partlow, Webster County Health Dept., I-Smile; Bailey Hill, CCR&R</p>	<p>Mike Bunde called the meeting to order at 10:01 am, introductions were made.</p>	<p>Quorum met</p>
<p>II. Public Comment:</p>	<p>3 minutes per person. No public comments.</p>	
<p>III. Approval of Agenda</p> <p>Approval of Previous Minutes</p>	<p>Motion by Jane P L to approve the agenda, seconded by Mollie S, a vote was held, all in favor.</p> <p>Corrections to the minutes, spelling Viggers, change Dan to Dave M, replace filled with filed under Program Director Review. Motion to approve the minutes with corrections was made by Rhonda R seconded by Tracy T a vote was held, all in favor.</p>	<p>Motion Carries</p> <p>Motion Carries</p>
<p>IV. Early Childhood Iowa</p>		
<p>Monthly Financial Report</p> <p>By-Laws First Reading – approved change to By-laws on 3/20/19</p> <p>3-County Board Review</p> <p>Webster County Oral Health – amendment</p> <p>Association of Early Childhood Iowa Area Boards – membership fee and private funds</p>	<p>Annette K presented the financial report through April 2019. Discussion Child Care Nurse Consultant (CCNC) and Provider Development (PD) remaining percentages. By the end of the year need to be under 20% to carry forward into Fiscal Year 20. Jane P L made a motion to approve the financial report, seconded by Tracy T a vote was held, all in favor.</p> <p>David V made a motion to approve the first reading, Mollie S seconded, a vote was held all in favor. Rhonda R made a motion to wave the second reading, seconded by David V, a vote was held, all in favor.</p> <p>The Board reviewed the results from the self-evaluation. Discussed percentages and comments.</p> <p>Annette K presented that currently Webster County has exceeded the contract by \$2,900.00 and provided an option to amend the contract to pay for the services provided, by moving funds from Preschool Scholarships to Oral Health. The Board recognized Cindy Partlow, they have a database and any child who has a Medicaid number is submitted. If denied then Early Childhood billed. Have three or four more sites to submit. Motion by Mollie S, to move \$5,000.00 from preschool scholarship funds to oral health, seconded by Jane P L, a vote was held, all in favor.</p> <p>Annette K reminded the board of the Association that was presented at a previous meeting. The board’s reservation at that time was the legality. The organizer of the Association of Early Childhood Iowa Area Boards had the Iowa Ethics & Campaign review a disclosure was signed off, it is legal. May need to look at wording in our policies. The purpose is to have a voice during the legislative session along with a presence at the capital. May help with funding, that has been status quo for a number of years. Membership and activities for the Association were read. Membership fees are determined by allowable administrative fees. BVCS Early Childhood Iowa membership fee would be \$599, with a private funds</p>	<p>Motion Carries</p> <p>Motion Carries Motion Carries</p> <p>Evaluation - Review</p> <p>Motion Carries</p> <p>Tabled</p>

<p>FY 20 Budget Approval - Program renewals: Family STEPS, Oral Health, Preschool Scholarships, Business Investment Program, Provider Development. Home office option for Program Director.</p>	<p>for lobbying at \$83.84. The board would like to hear more from McKinley Bailey. Motion by Mollie S, seconded by Tracy T to table till the June meeting.</p> <p>Program Trend Data was provided to the Board, this provides the estimated reporting requirements for FY 20. Preschool Scholarship Program requested a change to increase maximum scholarship reimbursement and add transportation in the case where a preschool arranges and manages the transportation. No other changes were noted from programs in their Request for Renewal. The Executive Committee met and reviewed a budget, shared with the board (green). Annette K also shared two revised budgets one including the Association fee (gray), and a third option to keep program director at 40 hours (brown). The General Programing School Ready silo has unallocated funds that needs to be determined. Discussion was held about a home office for the Program Director, reducing hours, adjust for loss of income, focus. A Policy has been shared with Buena Vista County Auditor Office – Employer of Record, Buena Vista County Attorney, Iowa Communities Assurance Pool, and advice sought in regards to Workmen’s Compensation. Discussion was held on including the Association in the budget. Annette K easier to include in budget to the State, than to do an amendment for funds. David V made a motion to approve the gray with home office starting in July, seconded by Rhonda R, a vote was held, all in favor. Policy will be presented at the next meeting.</p>	<p>Motion Carries</p>
<p>Board Member Elections</p>	<p>Mike B moves to Chair Person. Dave M volunteered for the Vice-Chair position. Mollie S volunteered to remain as the Fiscal Officer. Motion to approve the volunteers for Board Officers made by Rhonda R, seconded by Jane P L. A vote was held, all in favor.</p>	<p>Motion Carries</p>
<p>Board Member Terms and Recruitment</p>	<p>Reviewed matrix for Board Composition in regard to term vacancies. Correction made to form date David V joined board, Jane P L and Tracy T terms served. The following board members volunteered to serve another term: Dave M, Amanda C, Mollie S, Tracy T. Annette K will check with Ranell Drake and Stephanie King about continuing their terms. Stephanie was completing a term for Gale Randal. Dave M will serve as the Required Business till the position is filled. Suggestions were presented for possible business members from Crawford County.</p>	
<p>Independent Auditor’s Report</p>	<p>Buena Vista County Independent Auditor’s Report from Hunzelman, Putzier & Co., PLC certified public accountants, was shared with the Board. Page 44 Note Disclosure and Page 69 Schedule of Findings were highlighted.</p>	<p>Informational</p>
<p>Program Director Update</p>	<p>Annette K reported on working with the Day of the Child event to be held in Storm Lake this September.</p>	<p>Informational</p>
<p>V. Sharing</p>		
<p>VI. Adjournment</p>	<p>Consensus to adjourn at 11:08 am.</p>	<p>Consensus</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.

_____	_____
Name	Date
_____	_____
Name	Date