

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINUTES



May 27, 2020 Origination site Zoom Meeting due to COVID-19, social restrictions.

A partner in the Early Childhood
Iowa Statewide Initiative

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
I. Introductions and Call to Order:	Mike Bunde called the meeting to order at 10:05 am, all attended present by Zoom and/or phone.	
Attendees: <u>Jane Petrick Loux</u> , Grandparent, Sac; <u>Mollie Scott</u> , Human Services, Sac; <u>Amanda Collins</u> , Law Enforcement; <u>Rhonda Ringgenberg</u> , Elected Official, Buena Vista; <u>Tracy Terry</u> , Health, Buena Vista; <u>Mike Bunde</u> , Early Childhood, Crawford County; <u>Rev. David Viggers</u> , Faith, Sac; <u>Dave Muhlbauer</u> , Business, Crawford; <u>Chris Cleveland</u> , Education, Buena Vista County; <u>Annette Koster</u> , BVCS Early Childhood Iowa, Program Director. Absent: <u>Ranell Drake</u> , Elected Official, Sac; Others Present: <u>Cindy Partlow</u> , Webster County Health Department; <u>Bailey Hill</u> , Child Care Resource & Referral; <u>Danielle Knight</u> , Roscranse Jackson Recovery		Quorum met. Currently 10 Board Members
II. Public Comment:	No public comments	
III. Approval of Agenda	Jane P L made a motion to approve the agenda as presented. Seconded by Dave M, a vote was held, all in favor, agenda approved.	Motion Carries
Approval of Previous Minutes	Dave M made a motion to approve the minutes as presented. Seconded by Jane P L, a vote was held, all in favor, minutes approved.	Motion Carries
IV. Early Childhood Iowa		
Monthly Financial Report	Annette K provided the monthly financial report. Preschool Scholarship line at 50.8% remaining, program claims still being submitted for payment. Crawford County Oral Health at 42.9% Annette K will check with program, screenings are done, may be still working on coordination services with families/dentist. Iowa Community Pool Grant has been spent, will reflect in May. Preschool request from Child Care Nurse Consultant for radon test kits. Discussion over if these are free at public health offices. Offered in some but not all counties. Look into test kits and radon detectors. Mollie S made a motion to approve the April financial budget, seconded by Tracy T, a vote was held, all approved, no nay votes.	Motion Carries
FY 21 Budget Approval	Program Descriptions and Program Trend Data sent to Board Members by email to review. The Executive Committee met on May 22, 2020. Recommendation sent to Board members and on the BVCS Early Childhood Iowa website for May 27 Board Meeting. Annette K read the minutes from the 5-21-2020 meeting. Early Childhood Iowa has warned of a possible 10% cut, will not know until after Legislation resumes. Budget was prepared without estimated carry forward. Does include unallocated funds from fiscal year 20. Annette K had requested a proposed cost from Central Iowa Detention (CID) for Fiscal Agent and Employer of Record. Currently CID is providing the service to ten Early Childhood Iowa Areas. Discussed switching fiscal agent – employer of record. Did not feel the savings justified a change. The recommendation was provided as a handout Option 2. Stay with Buena Vista County, 2% pay reduction for Program Director. Concern over pay reduction, supplies for Program Director and Board Support to operate the BVCS ECI office. Discussed program funding: continue to support oral health, family support, preschool	

	<p>scholarships, child care nurse consultant, provider development, and business investment program (BIP). Discussion held on the importance of having oral health services. Important to learning, hard to learn if hurting. Family STEPS 6% reduction from request, Preschool and Oral Health 7% reduction from request. Child Care Nurse Consultant funding from only Early Childhood funds. This means they may only work with all child care environments and only Department of Human Services regulated preschools. No reduction to Child Care Nurse Consultant, BIP, and Provider Development. Can relook at budget after carry forward is recognized and amend contracts.</p> <p>Motion by Mollie S to accept Option 2 the committee recommendation, seconded by Rhonda R, a vote was held, all approved, no nay votes.</p>	Motion Carries
Board Member Elections	<p>Dave M will move into the Chair position. By-Laws state no officer shall hold the same office for more than two consecutive terms. Discussion Fiscal Agent term definition Board terms are three years. Mollie S volunteered to continue as the Fiscal Agent. Mike B volunteered to serve as Vice Chair. No further discussion, Motion by Jane P.L. seconded by Tracy T to approve Mollie S and Mike B to the offices, a vote was held, all in favor, no nay votes.</p>	Motion Carries
By Law Review	<p>Volunteers to serve on By-Law review team. Dave M, Rhonda R and Jane P.L. will serve on ad hoc committee to review By-Laws.</p>	Committee review & report at June meeting.
Board Membership	<p>Two names of possible board members were suggested. Dave M will reach out to Crawford County suggestion and Jane P.L. will reach out to Sac County suggestion.</p>	Report back to Annette K
Independent Auditor's Report	<p>Hunzelman, Putzier & Co., PLC audit is still in the process for FY 19. Waited do to a software update at Buena Vista County, delay with COVID. Rhonda R reported it is close to being completed.</p>	Informational
Program Director Update	<p>Watch the U-tube link sent from Child Care Resource & Referral Melissa Juhl provides an overview of the current child care situation.</p> <p>Continue to work on Child Care Solution Committee in Storm Lake. Meeting delayed a couple times related to COVID 19.</p> <p>Assisted with Sac and Crawford County Resource Directories, updates and formatting.</p> <p>Attend weekly Early Childhood Iowa updates.</p>	Informational
V. Sharing	<p>Discussed COVID cases Buena Vista County seventh fastest growth in nation reporting 657 cases as of 10:00 am today. Crawford has 488 cases.</p>	
VI. Adjournment	<p>Tracy T motion to adjourn the meeting seconded by Jane P.L. at 11:05 am. Next meeting will be June 24 at 10:00 am. Location possible in person with Zoom option if not comfortable attending in person. David V will check on wireless connection at Trinity Lutheran Church.</p>	

Minutes respectfully submitted by: Annette Koster

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

Name

Date