

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINUTES
August 26, 2020 time: 10:00 am – 11:30 am

No physical location, origination site will be held by remote access only.



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 10:02 am. Introductions were made.																			
<p><u>Attendees:</u> Board Members: Chris Cleveland - Iowa Central Community College - Education; Mike Bunde – Crawford County Early Childhood; Rhonda Ringgenberg – Buena Vista Supervisor; Ranell Drake – Sac County Supervisor; Mollie Scott - Sac County - Human Services; Jane A Petrick Loux - Sac County Grandparent; Amanda Collins - Juvenile Court Services - Law; Dave Muhlbauer - Crawford County Supervisor - Business; Tracy Terry -BV County Maternal Health - Health; Annette Koster – Program Director. Quorum Met.</p> <p><u>Board Member Absent:</u> Rev. Dave Viggers – Faith.</p> <p><u>Public Present:</u> Janet Gritten & Tiffany Smith -BV County Public Health Family STEPS; Meredith Mickelson - Webster County Health Dept. - 1st Five; Mikayla Morris -LSI Community Adolescence Pregnancy Prevention (Crawford, Sac, Cherokee, Buena Vista Counties); Cindy Partlow- Webster County Health Department I-Smile Program; Carrie Coats, Sac County Health Services; Amy Trucke & Jennifer Chapman, Crawford County Home Health, Hospice & Public Health.</p>																				
II. Public Comment:	3 minutes per person, no comments																			
III. Approval of Agenda Approval of Previous Minutes	<p>Ranell D. make a motion to approve the agenda, seconded by Jane P. L. a roll call vote was held all in favor.</p> <p>Rhonda R. correction to minute’s 2nd paragraph change fiscal agent to fiscal officer. Rhonda R. made a motion to approve the minutes with the correction, seconded by Ranell D., a roll call vote was held all in favor.</p>	<p>Motion Carries</p> <p>Motion Carries</p>																		
IV. Early Childhood Iowa																				
<p>Monthly Financial Report School Ready & Early Childhood</p> <p>FY 20 Annual Report</p>	<p>Annette Koster presented the July budget report for the start of Fiscal Year 21. Items not funded this Fiscal Year had a strikethrough. Carry Forward – Unallocated have been entered from the completion of the Annual Report. The report shows funds paid in July 2020. Rhonda R. made a motion to approve the July Financial Report, seconded by Jane P. L. a roll call vote was held, all in favor.</p> <table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td>Chris C</td> <td>Mike B</td> <td>Rhonda R.</td> <td>Ranell R.</td> <td>Mollie S.</td> <td>Jane P. L.</td> <td>Dave M.</td> <td>Amanda C.</td> <td>Tracy T.</td> </tr> <tr> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> <td>Yes</td> </tr> </table> <p>Annette Koster shared the FY 20 Annual Report including the: Executive Summary, Early Childhood Financial Report, School Ready Financial Report, Community Plan Updates, Board Matrix, Iowa Grants: Board & Contact Information, Oral Health, Preschool Scholarships, Business Investment Program, Child Care Nurse Consultant, Preschool Scholarship Coordination, Provider Development – Parent Training, Family STEPS & Financial. The data & end of year outcome for Family STEPS was shared using a prepared excel document as the DASIEY report is multiple pages.</p> <p>Annette K shared Early Childhood Iowa does not require the Edinburgh Postnatal Depression Scale (EPDS) data to be entered into DAISEY, but would be nice data to have.</p> <p>Tracy T. asked the Family STEPS Workers, “at what score on the EPDS do you refer to</p>	Chris C	Mike B	Rhonda R.	Ranell R.	Mollie S.	Jane P. L.	Dave M.	Amanda C.	Tracy T.	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	<p>Motion Carries</p>
Chris C	Mike B	Rhonda R.	Ranell R.	Mollie S.	Jane P. L.	Dave M.	Amanda C.	Tracy T.												
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes												

Budget Changes, Review FY 21 Budget

- Changes to program funding
- Association Membership - renewal due

By Law

providers”? Amy T replied, “anything 11 or higher”.
 Dave M. made a motion to approve the FY 20 Annual Report, seconded by Jane P.L. a roll call vote was held, all in favor.

Chris C	Mike B	Rhonda R.	Ranell R.	Mollie S.	Jane P. L.	Dave M.	Amanda C.	Tracy T.
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Annette K shared the Budget Worksheet for FY 21 showing the FY 20 Carry Forward amounts included. These funds that would be available for budget changes/investment include: Early Childhood Admin \$1,945.98, Early Childhood Programming \$10,452.22, School Ready Admin \$21.00, Quality \$822.08, and General \$46,122.73.

Discussion held: Revenue Estimating Committee meets around October 9th to review how state government ended the year. Legislators address in January to see if reductions need to be made to the State Fiscal Year budget.

Discussion was held about the renewal of the Association of Early Childhood Iowa Area Boards and Advocates membership renewal. The Board had mixed opinions on if the Association provided a return on the investment, if funds would be better utilized elsewhere, and needing a fair year to measure results. The amount for BVCS ECI is \$431.28. Annette K shared a budget change would be needed to be able to have funds to pay for the membership. Motion by Rhonda R. to try again to see if the Association provide advantages to Early Childhood Iowa. Seconded by Dave M. a roll call vote was held.

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Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes

Remaining of funds will be reviewed and voted on at a later meeting.

The By-Law Committee met on Monday August 24th. Their recommendations were presented to the Board.

Article III Section I Qualifications, second sentence, All members of the Board shall reside or work in Buena Vista, Crawford, and Sac Counties. Change to: All members of the Board shall reside or work in/for Buena Vista, Crawford, and Sac Counties.

Article IV: Officers, Section 1 Officers. Second sentence to be deleted. ~~Each County must be represented in one of these three elected offices.~~

Article IV: Section 2 fourth sentence: The committee discussed if this was annual or board terms (3 years). Currently states: There will be a general election to elect the Vice Chairperson and Financial Officers of the Board shall be held annually at the last regular meeting of the fiscal year. The current Vice Chairperson will elevate to the Chair person and assume the role as the Chairperson for the upcoming year. If the election of officers cannot be held at this meeting, such election shall be held as soon thereafter as possible. ~~No officer shall hold the same office for more than two consecutive terms.~~ Strike last sentence and change sentence to: The Financial Officer shall be able to hold the same office for more than two consecutive terms.

Section 3: Chairperson: last sentence fix spelling from consolation to consultation.

Article V: Membership, Section 5 Notice of Meetings: The committee questioned the

Motion Carries

Motion Carries,
one negative vote

Recommendation

Child Care Nurse Consultant (CCNC)
 Contract change to Webster County Health Department

current COVID situation in which Court Houses were closed, and notices posted in County bulletin boards. Annette K has sent a question to the County Auditors about how this was handled and if it is possible to post agenda on their websites.
 Article V: Section 13 Electronic Meetings: Discussion on the use of virtual meetings.
 Current: No electronic mail meetings will be allowed, however, to constitute a quorum if necessary, member may be present through a conference call for the duration of the meeting.
 Change to: Electronic meetings will be allowed when necessary, email is not considered a meeting. To achieve quorum members may be present through a conference call for the duration of the meeting.
 Article IX: first sentence hyphenate by-laws

Annette K. shared Calhoun County Public Health is unable to continues to provide CCNC services. She has been in contact with Webster County Health Department who is the Maternal Child Health agency that serves Buena Vista & Sac Counties. They are willing to assume the CCNC contract. Deb Gimer CCNC for Calhoun County is providing services through August, when expenses are paid will know the amount for the contract. Rhonda R. made a motion to transfer the contract, seconded by Ranell D. Discussion was held, where will the CCNC be housed, when worker is farther away seem to have less services. Annette K. was not sure where the CCNC will be housed. Webster County has two CCNC and is looking to hire a third. A roll call vote was held, all in favor.

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Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Family STEPS
 Coronavirus temporary protocol for home visitors (virtual versus face to face visits)

Family STEPS temporary protocol and face to face visits. Annette K provided documents for the Board to review letter dated July 29, 2020 from Early Childhood Iowa about temporary protocol until September 30, 2020 and *Family Support Programs Continuing to Provide In-Person dated June 4, 2020* from Early Childhood Iowa.
 Discussion was held: Mike B the comfort level of the workers, not putting workers at risk. Tracy T should be optional for either party worker and/or family being served, sometime need in-person for some families.
 Annette K made reference to the June 4, 2020 document number 3: was legal counsel/liability insurance provider aware this action was not in compliance with the recommendation of IDPH, IDE, IDOM in Iowa and on the national level etc. encourage to check.
 Family STEPS Worker Amy T. was recognized “clarify that this is only a recommendation from state necessary guidelines. Prescreening and precautions would be set in place.”
 Annette K read the precautions Carrie C submitted, with additional recommendations.
 Board recognized Carrie C. Sac County Health Services, “making sure visits are approved by STEPS Supervisor prior to visit. Difficult in some homes want to make sure child is safe, finding losing people, going into homes is related to providing stress management skills.”
 Amy T. commented, “all Family STEPS are in agreement.” Tiffany S. replied, “Buena

Motion Carries

Board Membership

Program Director Update

Vista County Family STEPS Worker (Tiffany S., Janet G., & Nurse Administrator Pam Bouge) are not in agreement with face to face visits and virtual visits are working.” Rhonda R. made a motion to be in favor of each agency making the decision between face to face or virtual visits, following set protocol (as presented) at each local Public Health agency. Dave M seconded a roll call vote was held, all in favor.

Chris C	Mike B	Rhonda R.	Ranell R.	Mollie S.	Jane P. L.	Dave M.	Amanda C.	Tracy T.
Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes

Recruit business member to serve on the board. Dave M has spoken with Evan Blakely, Crawford County Chamber, he did not know of anyone. He asked to have a pdf form of the requirement sent to him and he will send it out to his contacts.

Early Childhood Iowa Designation was voted on and approved by the Early Childhood Iowa State Board in January. The Summary and review matrix were shared with the Board. Dave M. signed the document and it was sent to Early Childhood Iowa.

Storm Lake child care task force is working to move forward with a child care center in Storm Lake. Ready-Set-Grow is looking to build and/or remodel. Trepson Foundation is looking to open a preschool and child care center. Trepson is working with an architect and fire marshal at this point.

-Baily Hill reached out to Annette K (AK) prior to the meeting asking if there was any information for the board meeting. Baily provided answers to questions asked by (AK) on the following child care facilities:

Annette K (AK) question Progress updates on the centers in Sioux Rapids (expand) and Manilla (opening).

-Sioux Rapids Center expansion is complete. They shut down in March due to Covid and opened back up in the new/expanded location in June.

-Manilla had a road block back around the time Covid shut things down and were working on raising money to cover the cost. I haven't heard anything else since I talked with them in the beginning of June.

AK: Are they any new child care providers? Have any child care providers gone out of business?

-1 new provider in Denison who has her pre-inspection visit with DHS and myself in two weeks. She only speaks Spanish and has been working on her registration for over a year so that is pretty exciting. She had to travel to Des Moines to take the Essentials training in Spanish and it took her a little while to find a CPR/First Aid class that was in Spanish (which she did find in Perry-some of the ladies that she took the Spanish Essentials with let her know when they were having a class so that she could attend). The hospital in Denison holds CPR/First Aid in Spanish sometimes but they do not have it regularly. The hospital in BV County also does not offer it in Spanish. I called all the hospitals

Motion Carries

Annette K forward to Dave M. Dave M will forward to Evan

Informational

	<p>in Des Moines and they don't offer it either. There is a couple out of Perry who are certified to teach it in Spanish so that is who taught the class that she took. (Probably more info than you wanted but I thought I would commend her for how much hard work and time she has put into becoming registered!) This is the only new provider in the works for the BVCS area.</p> <p>-One provider has closed her doors (currently temporarily) due to Covid. I don't know what the stipulations would be for her to open back up but it doesn't sound like it will be any time soon.</p> <p>AK: Are the centers struggling with staffing the center and having to pay overtime to keep children separate? Children Imagination Station had said staffing was hard because they had to keep the children separated at all times.</p> <p>-Centers are struggling with staffing but it is not really covid related. They were struggling before covid with staffing as well. DHS has never required centers to keep children separated. Until last week, they were recommending that each classroom be 10 or less including staff. They are no longer recommending a specific number just that the room capacity allows for social distancing. But this is only a RECOMMENDATION and not a requirement. Centers are able to do the best that they can with what they have</p> <p>Schleswig child care: Mike Goodwin in Schleswig contacted Annette K about opening a child care center with some endowment interest on some funds. Currently they are working with an architect for design and have board members to serve on the Board. They are waiting on their 501C-3.</p> <p>Preschool Scholarships: This year scholarships are being awarded on a sliding fee scale. I established this after I thought all scholarships had been submitted. At that time was able to awarded scholarships to all that applied. Scholarships continue to be submitted, but funding has all be allocated.</p> <p>Coalitions are meeting via Zoom partner with Decat/CPPC Coordinators.</p>	
V. Sharing		
VI. Adjournment	Motion by Mollie S, seconded by Jane P. L. to adjourn the meeting, all in favor. Meeting adjourned at 12:15 pm. Next meeting set for September 30 th , Zoom meeting.	2 hours

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

9/4/2020