

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINTUES

August 31, 2022, | 10:00 AM

Origination Site: Trinity Lutheran Church (in person) – 612 S Dewey, Odebolt or you may join by Zoom



A partner in the Early Childhood
Iowa Statewide Initiative

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
Virtual meeting option offered due to COVID-19 precautions, travel, and work schedules of Board Members.		
I. Introductions and Call to Order: Jean Heiden called the meeting to order at 10:00 am. Roll call was completed for attendees.		
Board Member Attendance (checked box equals in attendance):		<input checked="" type="checkbox"/> Quorum met
<input checked="" type="checkbox"/> Rhonda Ringgenberg, BV Co. Supervisor	<input checked="" type="checkbox"/> Jean Heiden, Craw Co. Supervisor	<input checked="" type="checkbox"/> Ranell Drake, Sac Co. Supervisor
<input checked="" type="checkbox"/> Chris Cleveland, Education	<input checked="" type="checkbox"/> Mike Bunde, Early Education	<input type="checkbox"/> Rev. David Viggers, Faith
<input type="checkbox"/> Vacant, Business (Buena Vista County)	<input type="checkbox"/> Heather Aldag, Parent	<input checked="" type="checkbox"/> Annette Koster, Program Director
Other Attendees:	<p><u>Julie Sather</u>, Buena Vista Public Health & Home Care; <u>Amy Trucke</u>, Family STEPS Crawford County Community Health; <u>Cindy Partlow</u>, i-smile Webster County Health Dept.; <u>Jen Macke</u>, i-smile, Crawford County Community Health; <u>Bailey Hill</u>, Child Care Consultant, CCR&R; <u>Rachel Charlet</u>, Child Health Specialties; <u>Meredith Mickelson</u>, 1st Five, Webster County Health Dept.; <u>Carrie Coats</u>, Family STEPS, Sac County Health Services; <u>Shanell Wagler</u>, Early Childhood Iowa; <u>Kelley Smith-Larson</u>, CCNC, Webster County Health Dept.</p>	
II. Public Comment:	No public comment	
III. Approval of Agenda	Mollie S made a motion to approve the agenda, seconded by Ranell D, a vote was held, no dissenting votes, all in favor.	Motion Carries
Approval of Minutes	Mike B made a motion to approve the minutes, seconded by Mollie S. a vote was held, not dissenting votes, all in favor.	Motion Carries
IV. Early Childhood Iowa		
Financial Report	Annette K. presented the July financial report. July payments included Program Director Salary & Benefits; TORT liability insurance total expenditure total \$8,247.45. Mollie S. made a motion to approve the financial report, seconded by Ranell D. a vote was held, no dissenting votes, all in favor.	Motion Carries
Annual Report Submission	Annette K. presented the Annual Report components: Board and Contact information, Board Matrix, Executive Summary, Community Plan update, Family STEPS data & financial, Preschool Scholarships, Preschool Scholarship Coordination, Oral Health Program, Social Emotional Program, Professional Development Conference, Child Care Nurse Consultant, Administrative Staff, Administrative Expenses Early Childhood & School Ready, Other (outside) funding, School Ready and Early Childhood Financial FY 21 – FY 22. School Ready was under the 20% allowable carry forward. Early Childhood was above the 20% carry forward by \$402.22. Annette K. reported she had an entry error when corrected put the Early Childhood above the allowable carry forward. Programs in attendance were allowed to comment on their programs. Mike B. made a motion to approve the Annual Report, seconded by Ranell D.	Motion Carries
Board Membership	Board members were reminded to assist in filling the Business Representation position, (Buena Vista County). Encouraged to talk with prospective person and provide information, inform Annette K. she will contact them and provide additional information about the BVCS Early Childhood Iowa Board.	Recommendations

Family STEPS Update	<p><u>Re-Credential</u> – Family STEPS submitted a request for an extension, it was granted. Extension granted through December. Provide time to get through changes and submit for review. The review will be virtual.</p> <p><u>Action Plan</u> – The Plan of Action Worksheet from Family STEPS in Buena Vista County was shared and reviewed with the Board. Julie S. provided clarification for some items. It was determined there were 18 open records. 15 families continued with the program. Sam Corrin, Family STEPS Professional, new to position, is working with the families, focus on program and intense redirection. Talked with Paul Allen, County Attorney and Ashley Herwig, Assistant County Attorney advised not to have a new person enter information into incomplete charts, might put her license in jeopardy. Discharged started new records for families that stayed on. Also discussed this with the Risa the technical assistant consultant assisting with Family Support Credential.</p> <p>Home Visit Review Form and Home Visit Tracker Report training. The Family STEPS program attended. A meeting will be scheduled with Shanell W and Janet Horras to review and discuss implementation of the Home Visit Review and Tracker Report.</p> <p><u>Staff Vacancies</u> – Crawford County Community Health has hired Andrea Taylor, BSW full time. Andrea started August 22. Buena Vista Public Health & Home Care has hired Cassandra Crum, RN start date October 1st. The position will be 75%-time for Family STEPS and 25%-time WIC due to the salary increase for a nurse.</p>	Informational
Program Director Update	<p>Iowa’s Integrated Data System (i2d2) https://i2d2.iastate.edu/ the IA Data Drive is operable for County Level Data. Began with a Federal Grant funding (Preschool Development Grant) developed further to have local data. July 1, 2022, first year Early Childhood Office receive \$200,000. Will contract with Iowa State University for part of three staff. i2d2 will be helpful when updating the Community Plan.</p> <p>July and August time dedicated primarily to completion of the Annual Report and Preschool Scholarship applications.</p> <p>Attended the Early Childhood Iowa Strategic Planning session in Ankeny.</p> <p>Child Care Solutions Committee scheduled Sept 8th in Storm Lake.</p>	Informational
V. Sharing	No sharing	
VI. Adjournment	Mike B. made a motion to adjourn at 11:00 am, seconded by Mollie S. a vote was held - all in favor.	
Next Meeting	September 28,2022	
Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.		Date Approved: 9.28.2022