

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINTUES

9/28/2022, | 10:00 am

Origination Site: Trinity Lutheran Church (in person) – 612 S Dewey, Odebolt and virtually



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, Board Chair called the meeting to order at 10:00 am. Introductions were made.	
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 type="checkbox"/> Ranell Drake, Sac Co. Supervisor
<input type="checkbox"/> Chris Cleveland, Education	<input checked="" type="checkbox"/> Mike Bunde, Early Education	<input checked="" type="checkbox"/> Rev. David Viggers, Faith
<input type="checkbox"/> Vacant, Business (Buena Vista County)	<input checked="" type="checkbox"/> Heather Aldag, Parent	<input checked="" type="checkbox"/> Melissa Drey, Health (Mental)
<input checked="" type="checkbox"/> Mollie Scott, Human Services	<input checked="" type="checkbox"/> Amanda Collins, Law Enforcement	<input checked="" type="checkbox"/> Annette Koster, Program Director
Other Attendees:	Julie Sather, Buena Vista Public Health & Home Care; Bailey Hill, Child Care Resource & Referral; Andrea Taylor, Family STEPS, Crawford County Community Health; Amy Trucke, Family STEPS, Crawford County Community Health; Jennifer Chapman, Child Care Nurse Consultant, Crawford County Community Health; Monica Neuman, Financial Planner, Crawford County Community Health.	
II. Public Comment:	No public comment.	
III. Approval of Agenda	Mollie S made a motion to approve the agenda as presented, seconded by Mike B, a vote was held, no dissenting votes, all in favor.	Motion Carries
Approval of Minutes	Melissa D made a motion to approve the minutes as presented, seconded by Mike B, a vote was held, no dissenting votes, all in favor.	Motion Carries
IV. Early Childhood Iowa		
Financial Report	Annette K presented the August financial report including payments made in August 2022. Mollie S asked if all payments have been made for services. Annette K responded contractors do not submit monthly claims. In the contracts it states quarterly payments are allowable. Mike B made a motion to approve the financial report, seconded by Mollie S, a vote was held, no dissenting votes, all in favor.	Motion Carries
Unallocated Funds	Annette K provided an overview of School Ready and Early Childhood funding parameters, and the allowable carry forward amounts to be under 20% going into FY 24. She sent out an email to contract holders that were not fully funded to gather information about funding needs. Family STEPS in Sac and Crawford responded the amount requested. Julie S. shared BV Family STEPS did not submit anything had an open position. Preschool Scholarship \$5,035.00 to fund current waitlist. Oral Health with taking over new Community Service Area was not sure of amount needed. Discussion was held. Family STEPS had received an increase in funding, however, not what requested. Oral Health might be underfunded. An executive committee meeting will be scheduled to gain more information related to Oral Health and Preschool Scholarships. Table until October meeting.	Tabled
Oral Health Scope of Work	Crawford County Community Health received the Child Adolescent Grant, i-Smile is a portion of the grant, with a push to serve 0–2-year-old children. Discussion was held on changing the scope of work from serving only preschool age children 3-5 to 0-5. Motion by Mike B to give <u>Helping Communities Connect Multi Services (HCCMS)</u> a department within Crawford County Community Health the option to serve children 0-5 years with the priority given to 3-5 (preschool children). Seconded by Rev David V, a vote was held, no dissenting votes, all in favor.	Motion Carries

Contract Language – monthly reports	<p>Annette K provided that current contract language is to have programs submit monthly reports. She provided what was learned from last year, Family STEPS had 171.7 hours of peer-to-peer supervision, 219.05 hours of administrative supervision. A survey of the contractors responded to return to quarterly reports, monthly reports added more admin time, and the monthly report was not helpful in tracking. Motion by Rev David V, seconded by Melissa D to rerun to quarterly reports. A vote was held, no dissenting votes, all in favor.</p> <p>Heather A left the meeting at 10:58 am.</p>	Motion Carries
Family Support – Technical Assistance Meeting – Credential	<p>Meet with Janet Horras and Shanell Wagler related to the Home Visit Review form and Home Visits Tracking Report. Concerns about the forms not meeting the credential were addressed. Janet H confirmed the forms do meet the Iowa Family Support Standards for the Credential. Family STEPS may wait to implement after the current Credential process.</p> <p>Janet H listened to the Family STEPS program about the detail the Iowa Family Support Credential requires and asked for samples. Kim Fineran Sent Samples. Janet H responded that the Credential has become too prescriptive, and she is working on a solution.</p> <p>Julie S reported a new T/A has been assigned. Mock review set for 12/21/22.</p>	Informational
Association	<p>Annette K shared the Association of Early Childhood Iowa Area Boards and Advocates, and Early Childhood Iowa Collaborative document were shared with the Board. These can be used if talking about the merger of the Early Childhood Iowa State office into the Health and Human Services Department. The annual meeting and training will be held on November 10th. Please let Annette know if you are interested in attending.</p> <p>Melissa D left the meeting at 11:09 am</p>	Informational
Program Director Update	<ul style="list-style-type: none"> — i2d2 data https://i2d2.iastate.edu/ia-data-drive/ website shown. — Early Childhood Iowa Strategic planning 8/19/22, — Buena Vista Child Care Solutions meeting 9/8/22, — Committee in Storm Lake looking into Community Health Worker 9/29/22, 	Informational
V. Sharing	No sharing	
VI. Adjournment	Rev. Dave V made a motion to adjourn the meeting at 11:20 am, seconded by Mike B, A vote was held, no dissenting votes, all in favor.	
Next Meeting	October 26 at 10:00 am	
Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.		Date Approved: