

**BVCS EARLY CHILDHOOD IOWA**  
**3 –COUNTY BOARD MEETING MINTUES** February 22, 2023, | 10:00 am  
 Origination Site: Trinity Lutheran Church (in person) and virtually.

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
Virtual meeting option offered due to COVID-19 precautions, travel, weather, and work schedules of Board Members.		
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 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, Mental Health
Other Attendees: Amy Trucke, Melissa Juhl, Cassie Crum, Kim Fineran, Julie Sather, Bailey Lounsbury, Jennifer Chapman		
I. Introductions and Call to Order:	The meeting was called to order by Jean H. at 10:00 am Introductions were made.	
II. Public Comment:	No public comment	
III. Approval of Agenda	Ranell D made a motion to approve the agenda, seconded by Heather A. a vote was held, all in favor.	Motion Carries
Approval of Minutes	Melissa D. made a motion to approve the minutes, seconded by Mike B. a vote was held, all in favor.	Motion Carries
IV. Early Childhood Iowa		
Financial Report	Annette K. shared the January financial report. Commented on the claim for Sac County Health Service STEPS program was submitted, the claim prepared however was missed when sending to Buena Vista Auditor. This has been submitted. The Social Emotional program is taking off slower this year than expected. May need to look at an reallocate, review, and relook at status next months meeting. Rhonda R. made a motion to approve the financial report, seconded by Ranell D. a vote was held, all in favor.	Action Motion Carries
Site Reviews	Mid-Sioux Opportunity – Child Care Resource & Referral site review was held on 1/31/2023. Annette K. provided a summary and would recommend the contract for renewal. Melissa Juhl was recognized she said CCR&R appreciates the support from the Board. Additional information was provided Business Investment Program (BIP) paying for individual qualities, each activity in IQ4K. Annette K. shared she heard from a center they were not happy with the BIP Continuous Quality Improvement Plan, amounts for different items. Melissa J explained the intent of the BIP program is to move forward in quality continue improvement fundamentally different from the Quality Rating System (QRS). IQ4K does not allow for programs to stay stagnant. Mike B. stated the State encourages more and more evidence-based programing. Mollie S. stated in the past the QRS used stars as a rating, with the change to IQ4K, there public relations and/or a publication of change when they were a higher rating in the past. CCR&R is working with Health and Human Services (HHS) on this. Continue to congratulate programs for participating in IQ4K. The difference is the major milestones to get to a level 1, building a strong foundation. Professional Development – annual conference in Spring. HHS has announced using COVID funds to pay for training for centers/homes if in IQ4K.	Informational
	Sac County Health Services – Family STEPS site review was held on 2/13/2023, finished the financial review on 2/21/2023. Annette K. provided a summary and would recommend the	Informational

	contract for renewal. Bailey L. was called on for comments. Hearing no answer Amy T. who provides Peer to Peer Supervision for the Family STEPS Worker was asked if she had any additional information. Amy T. shared the case load is down however the families in Sac County are high needs.	
Request for Renewals	Annette K. provided documents for review the Fiscal Year 24 Request for Renewals (RFR). RFR's will be due March 21 <sup>st</sup> by noon. Renewals are open to all current contract holders and will include RFR Document, Budget and Trend Data. The RFR Document provides a place for narrative if the program has changes from the original Request for Proposal submitted. Budget provides a place for BVCS Early Childhood Iowa funds and other funds/in-kind. The Trend Line provides history and estimations for FY 24.	Action
We Are ECI Strategic Plan	Annette K. shared the We Are ECI Strategic Plan2023.-2026. The five goals have remained the same. The plan can be used by early childhood system for decision making using the 5 goals and link strategies to a goal/s. The Early Childhood Iowa Structure chart on page 10 includes Implementation Teams, component groups will remain in effect. The Implementation Teams can work on products that support the system. The Steering Committee will have a process in place for suggested work to be completed. Link to plan can be found at <a href="https://earlychildhood.iowa.gov/document/we-are-eci-strategic-plan-2023-2026">https://earlychildhood.iowa.gov/document/we-are-eci-strategic-plan-2023-2026</a>	Informational
Process to Update Community Plan	Start to look at the process of updating the BVCS Early Childhood Iowa Community Plan. Timeline to have completed by June 2024.	More discussion in March.
Policy & Procedure	Policies Reviewed 1.1.1, 1.1.2, <b>1.1.3</b> and 1.1.4. change is needed in Policy ID 1.1.3 Title: Election of BOARD Officers in Policy section Treasurer is confusing with the language in the Procedures section. Treasure is not mentioned in the Procedures; however Financial Officer is. <i>The Director or his/her designee shall be responsible for the duties of the Secretary, and Treasurer.</i>	Amend 1.1.3– add to March meeting as an Action Item.
Program Director Update:	Coalition meetings were held in each county this month. Buena Vista had a presentation on the IPN (Paige Rensink with Rosecrance-Jackson) grant focusing on Cannabis use. Sac had a discussion on 3-year preschool and East Sac County only having one 4-year-old preschool classroom. Crawford County multiple agencies shared about their programs.  Chris Cleveland will be resigning (education) Melissa Drey will be resigning in June (health). Need two Board Members from Buena Vista County and one from Sac County. Representatives: Education, Health, and Business. Will review current representatives.	Informational
V. Sharing	Mollie S asked Family STEPS when they will be Credentialed. Julie Sather responded they are scheduled to have a meeting with Lisa the new TA that has been assigned on either March 8 <sup>th</sup> or 10 <sup>th</sup> . Mollie asked to please keep Annette K in the loop with the timeline.	
VI. Adjournment	Motion by Mollie S. seconded by Rannell D. to adjourn the meeting at 11:00 am	Motion carries.
Next Meeting	3/29/2023	
Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.		Date Approved: 3.29.2023