

BVCS EARLY CHILDHOOD IOWA
 3 –COUNTY BOARD MEETING MINTUES April 26, 2023 at 10:00 am
 Origination Site: Trinity Lutheran Church (in person) – 612 S Dewey, with Zoom option



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: Jena Heiden called the meeting to order at 10:00 am Denise Graettinger introduced herself to the Board.		
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 checked="" type="checkbox"/> Mollie Scott, Human Services
<input checked="" type="checkbox"/> Denise Graettinger, Early Care	<input checked="" type="checkbox"/> Mike Bunde, Education	<input checked="" type="checkbox"/> Rev. David Viggers, Faith <input checked="" type="checkbox"/> Amanda Collins, Law Enforcement
<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"/> Annette Koster, Program Director
Other Attendees:	Amy Trucke, Bailey Lounsbury, Cassie Crum, Julie Sather, Carrie Horner,	
II. Public Comment:	No public comment	
III. Approval of Agenda	Heather A. made a motion to approve the agenda, Rhonda R. seconded by a vote was held all in favor, no objections.	Motion Carries
Approval of Minutes	Melissa D. made a motion to approve the agenda, seconded by Heather A. a vote was held all in favor, no objections.	Motion Carries
IV. Early Childhood Iowa		
March Financial Report	Annette K shared the March financial report. Reported concern of allowable carry forward funds. Discussion was held about programs submitting claims for payment monthly. The board directs contracts language to include monthly billing and if no services provided a statement to that effect. Mike B made a motion to approve the financial report, seconded by Heather A. A vote was held all in favor, no objections.	Motion Carries
Carry Forward Funds	<p>Crawford County Family STEPS program submitted a request to amend the line-item budget approved by the Board to include:</p> <ol style="list-style-type: none"> 1. Curriculum (looking into this-May have to be a digital version but not sure yet. The digital version is \$400/yr.) 2 years -\$800. Partner for a Health Baby, going to digital version. Denise G. reported Early Head Start uses the same curriculum, digital is time saving with fidelity. 2. Education Videos (approx. \$2000) 3. Safe Sleep (Pak-N-Plays [10] and mat covers) (\$2000) 4. Standard Highchair or Booster Seats (\$1000.00) 5. Infant and Convertible Car Seats (\$1700.00) 6. Childrens Books (\$1000.00) 7. File Cabinet and bookshelf for Andrea’s office-other building (Cabinet \$650, Book case \$410) 8. Family STEPS Promotional Items-Pens, Clips, Fidgets, magnets, etc. (\$1500) <p>Total budget amendment: \$11,060.00</p> <p>Discussion was held to clarify the curriculum is for Crawford County only. This request does not include funds for electronic health records as presented by Annette K. Mollie S. made a motion to the additional line-item budget request, seconded by Heather A. A vote was held all in favor, no objections.</p>	Motion Carries

<p>Third Quarter Report</p> <p>Request for Renewals Review Changes to programs</p> <p>Executive Board Budget Recommendation.</p> <p>Policy and Procedures</p> <p>Program Director Update</p>	<p>The Child Care Nurse Consultant was working on a plan. Annette K. will contact for confirmation.</p> <p>Annette K. presented a Power Point presentation highlighting the funding programs. The presentation included data for July – March.</p> <p>The Social Emotional Program submitted possible changes as the participation for this year was low at eight providers. The Board asked what the percentage of possible child care providers versus the number that participated. Annette K. will investigate and provide an update. The board asked how many times the Child Care Consultant is in person with Centers/Homes. Annette K. responded that the position is not funded with BVCS Early Childhood Iowa funds. The recommendations included:</p> <ul style="list-style-type: none"> • Positive Behavior Support Intervention Support (PBIS) training and/or coaching. • Training stipends to attend trainings Iowa Association for the Education of Young Children Spring or Fall Institutes / Early Learning Fall Institute (IAEYC). • Application for National Education for the Education of Young Children memberships (NAEYC). • Support from First Children’s Finance. • Add onto the Business Investment Program (BIP) with a specific need identified. Technical upgrade grants, playground improvement (one grant available) or reimbursement for staff time at training. <p>The Executive Board Budget Recommendation and input from Family STEPS administrators was provided. Rhonda R. made a motion to approve the budget presented, seconded by Mike B. A vote was held all in favor, no objections. See attachment.</p> <p>The Board reviewed 1.11.11 – 1.1.18. Rhonda R. made a motion to approve with no changes, Mollie S. seconded discussion was held related to Procedure 1.1.11 A regular meeting may be cancelled in event of an emergency upon the decision of the Chair and with not more than one-third of the membership of the Board objecting. This will be done with an email being sent to all community members/board members and a follow-up phone call to all board members not replying to the email to confirm receipt of information. A vote was held based on the motion, all in favor, no objections.</p> <p>Annette K. provided Coalition meetings were held in all three Counties this month. Working on attendance in Buena Vista County.</p>	<p>Table Social Emotional Program – gather more information for suggestions.</p> <p>Motion Carries</p> <p>Motion Carries</p>
<p>V. Sharing</p>	<p>No sharing</p>	
<p>VI. Adjournment</p>	<p>Motion by Dave V. to adjourn the meeting, seconded by Mike B. a vote was held, all in favor, no objections. The meeting ended at 11:15 Am</p>	
<p>Next Meeting</p>	<p>May 31, 2023</p>	
<p>Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.</p>		<p>Date Approved:</p>