

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINTUES August 30 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: Jean Heiden called the meeting to order at 10:07 am				
Board Member Attendance (checked box equals in attendance):				
<input type="checkbox"/>	Rhonda Ringgenberg, BV Co. Supervisor	<input checked="" type="checkbox"/> Quorum met	<input type="checkbox"/> Quorum not met	
<input checked="" type="checkbox"/>	Jean Heiden, Craw Co. Supervisor	<input checked="" 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 type="checkbox"/> Vacant, Health (Mental)	<input checked="" type="checkbox"/> Annette Koster, Program Director, non-voting
Other Attendees:	Cassie Crum, Buena Vista Public Health & Home Care; Bailey Lounsbury, Sac County Health Services; Heidi Schlueter, first Children Finance; Julie Sather, Buena Vista Public Health & Home Care; Natalie Miller, Juvenile Court Services-D3; Haley.			
II. Public Comment: No public comment.				
III. Amendment to Agenda	Board membership replacement.		Motion Carries	
Approval of Agenda	David V. made a motion to approve the agenda with amendment, seconded by Ranell D. a vote was held, all in favor, no dissenting votes.		Motion Carries	
Approval of Minutes	Mike B. made a motion to approve the June, 28, 2023 minutes as presented, seconded by Mollie S. a vote was held, all in favor, no dissenting votes.		Motion Carries	
IV. Early Childhood Iowa				
Financial Reports Fiscal Year 23 and July 2023	Annette K. shared the end of Fiscal Year 23 financial report showing the contracts and the Early Childhood Iowa categories. Denise G. made a motion to approve the Fiscal Year 2023, seconded by Mike B. a vote was held, all in favor, no dissenting votes.		Motion Carries	
July 2023 Financial Report	The July 2023 financial report was tabled.		Tabled	
Annual Report FY 23	Annette K. shared the components of the BVCS ECI Annual Report that is entered on Iowa Grants. BVCS Early Childhood Iowa Annual Report Data, Executive Summary, Board Matix, Community Plan Updates, School Ready Financial Statement, and Early Childhood Financial Statement. Motion by Mollie S, to approve the FY 23 Annual Report, seconded by Mike B. a vote was held, all in favor, no dissenting votes.		Motion Carries	
Early Childhood Funds FY 24	The board reviewed a Request for Proposal from Children’s First Finance to provide Child Care Financial Modeling for Existing Center. The proposal will work with two centers in the BVCS ECI area and provide intensive in-depth review of financial operations. Questions around the budget breakdown, time, application process and cost were voiced. Heidi S. was available to answer the board’s questions. Budget is a fee for contracted services providing outcomes for provider services. Consultant will work with programs over a five-month timeframe, estimate at least 100 hours for one center. Work to achieve goals and follow, can be used as a business plan will provide a 3-year monthly cash flow and a final document. They do have an application and process, will work together with Annette K. Annette K. reported have available funds \$23,681.75 that were set aside to be determined, could use \$6,318.25 carry-over funds from FY 23 to fund the program at the requesting amount. Mike B. made a motion to approve the request to funds the Child Care Financial Modeling program to include the budget allocation and carry-over funds, seconded by Mollie S. a vote was held, all in favor, no dissenting votes.		Motion Carries	
	Jean H. made a motion to retain Annette K. as the BVCS ECI Boards representative for the Association of Early Childhood Iowa Area Boards and Advocates (AECIAB&A), seconded by Mike B, a vote was held,			

Association Representative	all in favor, no dissenting votes.	Motion Carries
Board Membership Replacement	Amanda C. will be leaving her position on the Board. She recommends that Natalie Miller with Juvenile Court Services for District 3 be her replacement as the Law Enforcement representative. Mollie S. made a motion to approve Natalie M as the Law Enforcement Representative, seconded by Mike B. a vote was held, all in favor, no dissenting votes. Tabled due to time constraint.	Motion Carries
Policy and Procedures 1.29 -1.39	The Assessment is coming to an end. The AECIAB&A encourages providing your opinions to local legislators. An education meeting regarding current IA HHS Services Delivery System Assessment with discussion regarding the possible impact to West Central IA will be held on Sept 20 at 9:00, Legislators serving Audubon, Carroll, Greene, Guthrie, and Sac Counties are invited. Please let Annette K. know if you would like to attend.	Tabled
Health & Human Services Service Delivery Assessment		Informational
Family STEPS Re-credential	For the Family Support Credential process, the reviewers have asked for two board members to attend part of the review. Annette K. asked if any Board Members would be available on October 19 th , a time has not been provided. Mollie S. volunteered. Julie S. reported that in reading the information for the upcoming review, the ECI Program Director is the only required participant.	Volunteer
Program Director Update	Preschool Scholarships are complete and will start a waitlist. Preschools have been notified working on letter to parents. Sac County Health Services submitted a revised budget for Family STEPS. With the funds provided, the budget only pays for the Family STEPS Professionals' time and benefits. Mollie S. asked for a budget from STEPS for a better analysis. Annette K commented that currently there are two staff positions that are open, one in Crawford and the other in Buena Vista. Business Investment Program (BIP) update, increase home allocated amounts from \$750/program to \$1000/program, startup homes from \$1000/program to \$1500/program and centers from \$1500/program to \$2000/program. Thank you notes from Child Care Centers for the equipment received from the Child Care Nurse Consultant. Will scan and send. Audit Winther Stove & Co. Year End June 30, 2022. Annette K. read the schedule of Findings. No instances of noncompliance were noted as a result of the audit procedures performed.	Analysis of STEPS programs.
V. Sharing	No sharing	
VI. Adjournment	Mike B. made a motion to adjourn, seconded by Denise G. a vote was held, all in favor, no dissenting votes. Meeting adjourned at 11:30 am.	
Next Meeting	9/27/2023	
Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.		Date Approved: 9/27/2023