

BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING MINTUES August 28, 2024, at 10:00 am
 Origination Site: Trinity Lutheran Church in Odebolt, with Zoom option



TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
Virtual meeting option offered due to travel, work schedules, and health precautions of Board Members.		
I. Introductions and Call to Order:	Introductions were made by those in attendance. Mike B called meeting to order at 10:00 am	
Board Member Attendance (checked box equals in attendance):	<input checked="" type="checkbox"/> Quorum met	<input type="checkbox"/> Quorum not 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"/> Dee Graettinger, Early Care, resigned	<input checked="" type="checkbox"/> Mike Bunde, Education	<input checked="" type="checkbox"/> Rev. David Viggers, Faith
<input type="checkbox"/> Vacant, Business	<input type="checkbox"/> Heather Aldag, Parent	<input type="checkbox"/> Vacant, Health
Other Attendees:	<input checked="" type="checkbox"/> Annette Koster, Program Director, non-voting	
	Amy Trucke, Crawford County Community Health; Carrie Hornor & Shelley Vauble, Sac County Health; Micheal Smith, Rosecrance Jackson; Kim Fineran, Amy Trucke, Heather Lucht, & Kayla Lahr, Crawford County Community Health.	
II. Public Comment:	No public comment.	
III. Approval of Agenda	The agenda was presented to the Board. Rev David V. made a motion to approve, seconded by Mollie S. A vote was held, all in favor, no dissenting votes.	
Approval of Minutes	The May 29, 2024, minutes were presented. Mollie S. made a motion to approve, seconded by Rev. David V. A vote was held, all in favor, no dissenting votes.	
IV. Early Childhood Iowa		
Financial Report – July 2024	Annette K. presented the July financial report. The Carry Forward amounts from the FY 24 Annual Report are included. Mollie S. asked a question about interest. Annette K. commented that the interest has been included for July. Annette K. also shared the working budget document. Rev. David V. pointed out that there is a .03 difference in the School Ready category. Annette K. will look and correct the difference. Motion to accept the July financial report was made by Mike B. seconded by Rev. David V. A vote was held, all in favor, no dissenting votes.	
Annual Report	Annette K. presented the components of the FY 24 BVCS Early Childhood Iowa Annual Report including the Executive Summary, Community Plan Update, School Ready and Early Childhood Financial reports, Board Matrix and Program Data. Motion to approve the FY 24 Annual Report was made by Mike B., seconded by Mollie S. A vote was held, all in favor, no dissenting votes.	
Policy and Procedures	The board reviewed Policy ID: 1.1.1 Board Membership Requirements. Early Care is no longer a requirement for local boards. Dee G. with Upper Des Moines Opportunity was the Early Care member and resigned. Her position changed and she no longer serves Buean Vista County. Suggestion to remove Early Care as a board membership representative. Suggestion to have a 10-member board with two vacant positions health and business, both should be from Buean Vista County. Discussion was held over have an even board. Jean H. provided should have a 9- or 11-members board in the case of a tie. Mike B. would like a 9-member board. Discussion was held about removing the law enforcement from the board and moving current member Natalie M. to serve as the business representative. Jean H. made a motion to remove the Early Care and Law Enforcement positions, move Natalie to the Business representative. Mike B seconded the	

	<p>motion. A vote was held, all in favor, no dissenting votes. Mollie S. commented on a second reading for Policy and Procedure. By-Laws will need to be presented, that require two readings.</p> <p>Policy and Procedures 1.12 Compliance with Open Meetings Law and 1.14 Telephonic or Electronic Meetings. New Iowa Code 21.8 language effective July 1, 2024 changes language to Open Meetings Law. The board review these policies and will revisit in September.</p>	PP 1.12 Tabled
Early Care Funds (Unallocated)	<p>\$11,352.00 was left to be determined when the budget was submitted to Early Childhood Iowa for FY 25. Annual Report Carry Over in the amount of \$17,689.71 is also available. For a total \$29,041.71 available in Early Care funds. Child Care Resource & Referral will be offering a conference in April, however, will not be using BVCS ECI funding. Annette K. shared a survey to send to centers and homes to gather their input for programming. Return date is September 18, 2024. Collect responses to survey and bring back to September 25 meeting.</p>	Tabled
Program Evaluation Summary	<p>Mike B. reported a total of five evaluations were returned. Communication, Relationships, Project Management, Productivity, and Personal Development all meet expectations or are exceptional. Leadership (resolves conflict) had a one gets by response. No change needed in the pay increase presented to the board in the FY 25 budget.</p>	Results
Board Evaluation Summary	<p>Annette K. reported 8 out of 9 board members returned the survey. Meeting length and Participation scored low.</p>	Discussion
Board Membership	<p>Natie Miller will move into the Business Representative. Still in need of a Health Representative from Buena Vista County. Annette K. had reached out to Buena Vista Public Health and Home Care and has not heard back. Carrie H. commented in chat, Ann Osborne from Sac County was interested in serving as this representative. Annette K. will look at the Board Matrix for which county can serve.</p>	Recommendations
Family STEPS Update	<p>Amy Trucke provided a family STEPS update. Staff have been hired Heather Lucht, Buena Vista County and Kayla Lahr, Crawford County. Carrie H., Kim F. and Amy T. have completed orientation to Healthy Families America (HFA) training. September 3rd will shadow HFA program in Sioux City. Still unclear on tracking numbers, Early Childhood Iowa requires the use of DAISEY this will continue. HFA might track differently still in the learning process. Standards need to be redone to align with HFA. Family STEPS is still functioning under the Iowa Family Support Program (IFSP) Credential. Continue to see families using the IFSP. Meet routinely with HFA every two weeks. Anticipated transition date to HFA on October 15, 2024.</p> <p>One concern voiced is HFA has its own set of guidelines for home visitation. Transition ECI and DASIEY requirements maybe duplication to meet HFA. Annette K. commented that the local</p>	Information

Director Update, Annette Koster	<p>ECI board does not have control over ECI reporting requirements, can take information to the State level, changes would need to be made at a State Board meeting.</p> <p>Thrive Iowa is a new initiative coming to Iowa. Will include connection to resources, Community Health Workers and Science of Hope were mentioned during the presentation. Two local ECI areas will be involved in a pilot program.</p> <p>Community Coalition meetings in each County continue. Might change the Buena Vista meeting to a different day of the week.</p> <p>Visiting preschool program participating in the Preschool Scholarship program. All funds were allocated, students not attending, re-allocating to students on waitlist.</p>	Jean H. left the meeting at 10:57 am quorum maintained. Information
V. Sharing	No sharing	
VI. Adjournment	Mike B. made a motion to adjourn seconded by Rev. David V. Meeting adjourned at 11:05 am	
Next Meeting	September 25, 2024	
Approval: Based on board consensus, the minutes of the above stated meeting. Minutes hereby approved as presented.		Date Approved: 9.25.2024