

Northwest Early Childhood Area  
Chair – Jeremy Koerselman, Vice Chair – Rhonda Ringgenberg, Financial Officer Jean Heiden, and Secretary – Cheryl Ellis

Temporary Board Elect Meeting Draft Agenda  
Friday May 15, 2026 - 2-3 PM -

[Zoom Link](#)

Meeting ID: 493 360 0124 Passcode: 2DGSFP

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1. Introductions

Present:

Cheryl Ellis, Annette Koster, Dawn Sickelka, Anne Osborne, Michelle Connor, Jeremy Koerselman, Jeff Loring, Erica Wassener, Dan Freidrichsen, Levi , Jean Heiden, Barry

Approve agenda: Motion – Anne Osborne; 2<sup>nd</sup> – Michelle Connor – all ayes

2. Fiscal Agent – review and approve -

- a. Options – CIJDC or Thriving Families Alliance (no information from SHIP about keeping EOR agreement)
- b. State Agreement Template review

Motion by Michelle: to hire Thriving Families Alliance as Fiscal Agent & EOR for FY27; 2<sup>nd</sup> by Erica; Vote: all ayes

3. EOR – review if all info available – could wait if needed

- a. Options
- b. EOR Agreement – Check with EOR
- c. Coordinator Contract/agreement – examples

See above for details, contract will be sought from Thriving Families Alliance; each director will contact current EOR to terminate agreement.

4. Funding – will need to have budget in Iowa Grants by June 1.

- a. FY27 draft allocation amounts – review by director Annette, most of these amounts are the same as FY26 (or FY25 in the case of Lakes preschool scholarships) due to uncertainty. These can be amended as needed but must be submitted by 6/1. board recommendations -vote Motion by Cheryl to approve BVCS amounts; 2<sup>nd</sup> by Erica; Vote All ayes Motion by Michelle to approve NECI amounts; 2<sup>nd</sup> by Jean; Vote all ayes
- b. Core Contracts for Lakes counties renewals – TBE Board review and vote Motion by Barry to approve; 2<sup>nd</sup> by Jean; Vote – all ayes
- c. TBE Board accepts all FY27 amended renewals under new name - vote
- d. Review additional Tool O service types and vote to approve June 1 Fy27 Draft Budget

5. Insurance Vote
  - a. Options – ICAP or Van Englenhoven Update from Annette: ICAP still has not provided a quote amount. Table to next meeting.
6. Next steps – review contract templates and designation checklist; finalize all above items. Policies – will need to adopt soon but can be a work in progress as area develops. Update: waiting for State to complete their policies.
7. Meet with State TA and local contractors. Plan Close out of local boards and subscriptions. Later – work on community plan and distribution of duties. Annette updated: Dawn met with Lakes area. Asking previous boards to stay on until August for annual review. Will need at least partial private funds for subscriptions due to some of the funds being used for lobbyists (as public funds cannot be used for this expense) \$1510.34 will be the amount due for NECA. Annette is seeking funds. If you have ideas for private donations, forward to directors. Erica remembered a former board each taking on some of this expense. Annette will research. Other activities still in process.
8. Plan next meetings May 22 at 2pm via Zoom – only if needed – Decide June meeting dates to have only if needed

Motion to adjourn by Jean; 2<sup>nd</sup> by Dan; vote all ayes (Levi will be unable to attend next week's meeting)

Staff – Annette Koster [bvcs.eci.director@gmail.com](mailto:bvcs.eci.director@gmail.com) & Dawn Sickelka [northwesteci@gmail.com](mailto:northwesteci@gmail.com)