

MEETING MINUTES - NOTES

BOARD ELECT – INFORMATIONAL MEETING

Date:	May 8, 2026
Time:	2:00 – 3:00 PM Start time 2:00 pm.
Location	Virtual - Zoom
Meeting called to order by:	Dawn Sickelka

IN ATTENDANCE - INTRODUCTIONS

Dawn Sickelka, NECI Program Director
Annette Koster, BVCS ECI Program Director
Cherl Ellis, Cherokee;
Ann Osborne, Sac;
Michelle Conner, Plymouth;
Jeremy Koerselman, Sioux;
Levi Markwardt, Dickenson;
Rhonda Ringenberg, Buena Vista;
Barry Anderson, Clay;
Jeff Loring, Osceola

Absent: Dan Fredrickson, O'Brien; Erika Wassanarr, Lyon;

APPROVAL OF AGENDA.

APPROVAL OF MINUTES - NA.

BUDGET - N/A

REPORTS – IDENTIFYING IMPORTANT STEPS TO SET UP ECI AREA

- **Name** -Northwest Early Childhood Area
- **Board Matrix** – shared with board columns G & H staggered end date. May change based on who is elected for officers, would not want them to transition at same time. May change after Temporary Board Elect is completed.
- **Elect officers – Chair, Vice Chair, Financial Officer, Secretary**
Chair: Michelle C made a nomination to nominate Jerany, Seconded by Cheryl Ellis, any other discussion, all in favor. No opposed, hearing none, motion carries

Vice-Chair: support if Chair is not able to attend, be on the Executive Committee. Is anyone interested. Appropriate for someone Jean H nominated Rhonda R seconded by Michelle C. Any discussion, none, all in favor, no opposed.

Financial Officer – to oversee and support the director as necessary. State would like to have. Financial reports and annual report sent for oversight Rhonda R motion seconded by Barry. Any discussion, none, all in favor, no opposed.

Secretary -Motion by Jean H. seconded by Michell C to nominate Cheryl E. as the secretary, all in favor, no opposed, motion carries.

- **By-Laws:** provided handout on May 4th, provided by State ECI. Annette K. and Dawn S. reviewed. Items highlighted were added from the document on May 1st. Discussion Cheryl: changes make sense look solid. Ann O. had asked question about virtual meetings, the wordage is appropriate.

Meeting agenda posted, put up in a local post office accessible to public 24/7. Other options to hang in Courthouse, Public Health on website Michelle C motion to approve by-laws, seconded Jean H. all in favor, no opposed, motion carried.

- **Conflict of Interest Statement;** Approve policy. Read through policy, Dawn S. send out adobe sign, signatures on one page. Can be changed in future. Throughout the year if conflict arises, state, annual declare conflict of interest. Jeremy came from state some may have been added Decat. Motion to approve Conflict of Interest Cheryl Levi. All in favor, no opposition, Disclosure of Conflict of Interest approved. Does anyone at the this time have a Conflict of Interest they would like to declare at this time. ecida2gmailcom
- **Fiscal Agent:** Have information from Thriving Families Alliance, still waiting to Central Iowa Juvenile Detention Center. Will send out Thriving Families Alliance, Early Childhood Iowa Area. Deadline CIJJ Wed May 12, 2026. Template from state to use, confirm with Fiscal Agent. Concern State Early Childhood Iowa Board had some concern around.
- **Employer of Record:** CIJJ charges 4percent. Thriving Families Alliance was included in Fiscal Agent fee. Annette K. talked with Buena Vista County. Dawn S. sent a request to SHIP, Impact of health insurance.
 - One question Buena Vista County was that the fiscal agent would not have funds to pay payroll benefit checks, no fund to write from.
- **Updates on funding:** NECI and BVCS ECI Core contracts have been approved. NECA board to approve. Oral Health first quarter Cherokee Hospital. Hear back from the state for length of contract. Preschool Scholarships NECI & BVCS ECI FY 26 awards. LAKES Preschool Scholarships FY 25. Lakes Home Visitation, Dawn S. has been in contact with for amounts. Dawn S. shared

Audit fees, possibly three amounts' Lakes, BVCS ECI, NECI. When NECI transitioned in past the FY 26 Fiscal Agent provided the audit.

Possibility: Having current boards transfer some funds into the Fiscal Agent, so July bills can still be paid. May depend on the new fiscal agent.

Insurance: Van England Hoven able to stary on checking to see if can be on 3 year quote. ICAP name Colburn Insurance (Blake) will need name change and letter from state.

- **Policy & Procedure:** State Board and TA Team working on statewide P&P, Amanda Winslow stated we could wait until August.

- **Next Steps**

- Review contract templates
- What needed to be designated
- Contract with TA Team

- Conversation with Southwest Early Childhood who are merging as well.
- Current local boards continue to meet through August.

Cheryl E. motion at adjourns and approve the agenda as completed, seconded by Michelle C. all in favor. 3:00 pm.

~~May 8, 2026,~~
May 15, 2026
May 22, 2026