

Scott County Kids Early Childhood Iowa Board
Meeting of June 1, 2021
12:30 – 1:30 p.m.
Minutes

Call to Order: Rev. Yolanda Kirk called the meeting to order at 12:31 p.m.

Attendance: Rev. Yolanda Kirk, Chuck Keibler, Amy Huntington, Chris Castrey, Lauren Rupe, Margie Mitchell and Linda Fredriksen.

Excused: Jennifer Kakert

Absent: Megan Heidgerken and Kristine Oswald

Staff: Diane Martens, Nicole Mann and Richelle Kime.

Approval of Minutes May 4, 2021: Keibler motioned to approve the May 4, 2021 minutes, seconded by Fredriksen. All aye votes, motion carried.

Old Business

Fiscal Issues

FY21 Expenditures:

Martens reviewed the updated expenditure report. Early Childhood funds are 72% spent at 83% through the year. School Ready funds are 79% spent at 83% through the year.

FY 22 Budget Update:

Iowa legislative session ended May 19th. It is possible there will be adjustments to the ECI budget which could slightly change the Scott County allocation.

New Business

FY22 Processes:

Insurance: The Scott County Kids Early Childhood Iowa Board insurance is through ICAP. The invoice was received May 28th. The cost is \$1620.00. In past years there has been credit voucher to deduct from the cost, there is no credit voucher this year.

Fiscal Agent: Scott County Kids Decat is the fiscal agent for Scott County Kids Early Childhood Iowa. The board must approve this each year. Keibler made a motion, seconded by Castery. All aye votes, motion carried. Martens elaborated that SCK Decat contracts with Bi-State Regional Commission for fiscal management services.

Home Visitation:

On April 21, 2021 Shanell Wagler emailed statewide guidance regarding COVID protocols. Shortly before Thursday's Contract Management meeting another email was sent saying the state is canceling its guidance for COVID related issues for family support programs effective June 1, 2021. Specifically no longer having to submit caretaker identification numbers. The email encouraged boards to continue to work with their programs to offer precautions. Martens emailed Wagler asking for clarification that all COVID protocols from ECI are dismissed and programs would be allowed to resume visits with whatever precautions they deem appropriate. Wagler confirmed this is correct. The COVID Visitation Protocol distributed on April 21st gave instances of possible face-to-face visits stating that "Informed Consent" forms would have to be signed by families who qualified and desired in-person visits. At Contracts Management Tera Weets briefly explained Genesis' form and stated that if ECI were no longer requiring the IC form, Genesis would require it. Weets shared that all of her staff are now vaccinated. She said about half of her staff would be comfortable with an in-person visit if the family were not vaccinated. Weets noted that they follow CDC guidelines.

Electronic Signatures:

Martens shared that last year the state ECI contracting process used electronic signature processes. Some ECI areas have needed to change their policies in order to allow for electronic signature. Martens reviewed SCKECI Policies and Procedures. There is not a specific mention of how contracts are signed. It states "a legal Contract for Service." The Contracts Management committee was in agreement that so long as the electronic signature is a legal signature the current policy is valid.

State Early Childhood Iowa Updates:

Martens shared that Scott County was asked to present at the June 4th State ECI Board. Chuck Keibler and Chris Castrey will be joining Martens for the presentation. Rev. Kirk suggested sharing the presentation at the August Board meeting. Martens will add it to the agenda.

Other Business:

A. Schedule of FY22 Meetings

The FY22 schedule of meetings was emailed to board members earlier today.

B. Conflict of Interest Statement and Board Survey

Martens will be emailing board members the Conflict of Interest statements and Board Surveys soon. If anyone needs a hard copy mailed to them please email Martens to let her know.

Public Input

None

Meeting adjourned at 1:38pm

Next Meeting August 3, 2021