

Scott County Kids Early Childhood Iowa Board

Meeting of December 6, 2022

12:30 – 1:30 p.m.

Minutes

Call to Order: Kakert called the meeting to order at 12:39 p.m.

Attendance: Jennifer Kakert, Amy Huntington, Linda Fredriksen, John Duax, Chris Castrey, Megan Heidgerken, Lauren Rupe, Jerry Mohr and Chuck Keibler.

Absent: Dwayne Hodges

Staff: Diane Martens, Mikka Mills

Guests: Jill Henderson- Bi-State Regional Commission, Tera Weets- Genesis VNA, Lisa Raya- Community Action of Eastern Iowa

Approval of Minutes November 1, 2022 minutes:

Keibler made a motion, seconded by Heidgerken to approve the November 1, 2022 meeting minutes. All aye votes, motion carried.

Election of Officers:

Martens noted that it has been tough to recruit board members. There are also a number of board members who hold officer positions whose terms will expire prior to December 2023. Martens proposed keeping the same board members at this time. The next step would be to amend the bylaws to accommodate the following:

Juvenile Court position –remove terms and make statutory (DHS position is statutory). This would allow Chris to continue on the board and serve as Chairperson January 2024.

Add treasurer position to add to communication with Bi-State Regional Commission. Ask Lauren if she knows of an accountant who would serve, additionally ask Lauren to be the mentor for that person between the time of creating this position and the expiration of her term.

Allow board members to reside out of county but employment area covers Scott County. We have received an application from the Eastern Iowa Program Manager for the Parent Partner Program. He lives in Burlington. I reached out to Shanell Wagler and she distributed my question to a few of the other ECI Directors. Directors in Polk and Black Hawk shared that this is allowed on their boards.

Another consideration would be to decrease the required number of board members. Current bylaws are a range of 9-17. We struggle to have 10-11.

Timeframe:

February 7, 2023 –First review of bylaws

March 7, 2023 –adoption of revised bylaws

August 1, 2023 –approval of new officers

December 5, 2023 –approval of current (8/1/23) officers (annual meeting)

	January 2023 (now)	January 2024
Chairperson	Jennifer Kakert (expires September 2023)	Chris Castrey
Vice Chair	Chris Castrey (expires November 2023)	Jerry Mohr
Secretary	Lauren Rupe (expires December 2023)	Amy Huntington
Treasurer	n/a --Lauren Rupe	

Mohr made a motion, seconded by Keibler to approve the slate of offices as presented;

Chairperson: Kakert

Vice Chair: Castrey

Secretary: Rupe

All aye votes, motion carried.

FY23 Expenditure Report:

Early Childhood funds are 12% spent at 25% through the year. School Ready funds are 28% spent at 33% through the year.

Preschool Survey:

The survey to child care providers to gather information of their awareness and interest of the scholarships and ASQ screener has wrapped up.

Very few child care providers use ASQ which fits with the information we see on scholarship quarterly reports. The good news is that many are interested in learning more.

Martens shared that she has reached out to Christine Gradert with Eastern Iowa Mental Health Regions. They will be meeting this week.

Community Action –indirect rate:

The contract holder for the three Head Start contracts is Community Action of Eastern Iowa. As a community action agency they have an established indirect cost rate. This rate is included on the proposed budgets in re-application process each year. The rate is established by the Department of Health and Human Services. The indirect rate for FY23 contracts is 14.6% which was approved by HHS October 6, 2021. CAEI has received a new rate of 13.4% effective November 2021-October 2024. The CFO at CAEI asked if changes to report already submitted would need to be modified. Martens forwarded the question to Bi-State Regional Commission asking how to handle this and if audited reports would need to be changed. Bi-State contacted RSM and it was determined the amount of change would be \$32.59 which would be deemed immaterial and the audit report would not need to be changed. We will work to CAEI to amend budgets to the new rate.

Friendly House -audit:

A component to annual site visits is review of the agencies audit. Friendly House sent their 2021-22 audit November 9, 2022. Martens referred to Kakert for guidance about the audit. The audit discloses an adverse finding regarding food service site visits. Martens and Kakert agree this doesn't impact their ability to provide pre-school and child care scholarships it was understandable given COVID and they have a corrective action plan.

Head Start classroom –Lisa Raya:

Raya explained to the Board that Head Start has had big challenges in filling open positions. They have not had enough staff to keep the Roosevelt classroom open, it closed November 14th. The children from that classroom were moved to other Head Start classrooms. They have spent \$12,000 of Head Start federal funds for recruitment of open positions. They have not had a qualified candidate for six months. Teachers must have an associates in early childhood or Child Development Associate (CDA). They still have a waiting list of over 200 children in Scott County. Raya said the Wittenmyer location has classrooms that could benefit from extending their day. Keibler expressed the Board would need a proposal and budget to evaluate how moving the funding could best help families.

Raya thanked the Board for their time and said she would be submitting a proposal for shifting the location of the expanded hour classroom.

1st Quarter Reports:

Martens reviewed the Outcomes Notes from the Contracts Management meeting. There were no further questions.

Early Childhood Iowa -HHS:

Martens attended the Early Childhood Iowa Association meeting November 10th. The lobbyist provided a very informative presentation. The ECI Association annual report and legislative agenda were emailed to the board 12/2/22.

Other Business:

None

Public Input

None

Meeting adjourned at 1:37pm

Next Meeting: January 3, 2023