

DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington

February 20th 2018 5:00pm
Mclaughlin Freight Services Inc
604 N Main St., Mediapolis, IA

Minutes

Members Present: Tricia Lipski, Cyndi Mears, Brad Quigley, Stan Stoops, Dina Saunders, Jim Cary, Chad Reckling (by phone)

Members Absent: Sheila Temple, Melody Raub, Mike Steele, Matt Latcham

Advisory members and guests present: Tasha Beghtol, Cheryl Flaatten, Susan Gray, Kristin O'Toole, Tessa Amato, Julie Mier, Sandy Hill, Hannah Lipski

Meeting was called to order at 5:00 by Tricia Lipski (Secretary) with a quorum present. The Chair and Vice Chair were unable to attend.

Motion to approve the agenda as presented

Moved: Dina Saunders **Seconded:** Stan Stoops

Motion carried unanimously

Minutes

Motion to approve the minutes from January 16th 2018 meeting as submitted

Moved: Brad Quigley **Seconded:** Dina Saunders

Jim Cary abstains because he was not present at the January meeting

Motion carried unanimously

Financial Report

Stan Stoops reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. Expenditures reflect 6 months worth of activities for all programs. A few programs have identified that they will have some unspent funds at the end of the year. CCR&R - ~\$1500, Home Visitor - ~\$4000, and HACAP - ~\$3000. Young House is also low on expenditures and has asked for a little more time to determine possible carry over amounts. Danville Early Learning Center has already expended the full grant amount as anticipated. Stan noted that the audit for FY17 is still in process. Tasha shared that some additional documents have been requested and sent to state auditor's office staff who are completing the audit at CIJDC.

Motion to approve the financial report and postings as submitted

Moved: Jim Cary **Seconded:** Dina Saunders

Motion carried unanimously

Contract and Budget amendment request – Preschool Scholarship Program

Tasha Beghtol reviewed the draft amendment document and revised budget as submitted by Cheryl Flaatten, Preschool Program Coordinator. Additional scholarship applications have been received and approved recently, increasing the monthly amount needed to cover all approved children/families. Cheryl is requesting an additional \$6300 to be used for direct scholarships only. Tasha noted that this would be a budget amendment in conjunction with contract language amendment. The funds to cover the increase would come from School Ready General. The board currently has \$36,000 available in that category.

Motion to approve a \$6,300 contract increase for the Preschool Scholarship Program through Community Action of Southeast Iowa.

Moved: Brad Quigley **Seconded:** Stan Stoops

Motion carried unanimously

Nominating & Bylaw Committee

Bylaw revisions

Tasha Beghtol reviewed the proposed draft changes to the bylaws incorporating comments from the last meeting to clarify the process for adding new members. The 1st reading was tabled at the last meeting to make the minor adjustments.

Motion to un-table the bylaw revisions for the 1st reading

Moved: Dina Saunders **Seconded:** Cyndi Mears

Motion carried unanimously

Motion to approve the first reading of the draft amendments to the bylaws as submitted

Moved: Cyndi Mears **Seconded:** Jim Cary

Motion carried unanimously

Program Committee

The program committee met on February 6th to review the 2nd quarter reports from all 22 contractors. Committee members shared general notes and committee minutes were provided. Tasha Beghtol noted that the committee is recommending the same funding process as last year; a brief application (Request for Renewal – RFR) to be shared with currently funded programs only and to release a Request for Proposal – RFP if funding is still available after the RFR process is complete. Tasha reviewed the draft RFR instructions, application, and budget.

Motion to approve the Request for Renewal (RFR) application, instructions, and budget as presented. The RFR will be released to current contractors on Monday February 26th.

Moved: Jim Cary **Seconded:** Brad Quigley

Motion carried unanimously

Program Presentations

4Cs

Susan Gray shared information about the trainings offered by 4Cs to Washington County childcare providers. Several trainings have been provided on site at centers in order to meet the needs of all staff. No training has had

to be cancelled this year due to low enrollment. Consultation services are available to all providers. A couple providers are working hard on improving environments and a consistent self identified goal for center Directors is staff retention.

Childcare Quality Improvement (CCR&R)

Kristin O’Toole handed out and reviewed incentive and stipend information for the Quality Improvement Project available to childcare providers in all 4 counties. Providers attending the Program for Infant and Toddler Care (PITC) training series receive salary stipends and incentive resources. The program has had a good turnout with 17 of the 20 grant available slots filled. Providers are able to attend classes in either Burlington or Iowa City.

Stepping Up to Success

Cheryl Flatten provided updates about the Stepping Up To Success program that offers training and consultation services to childcare providers in Des Moines, Henry, and Louisa Counties. 4 out the 6 workshops have been completed. Cheryl explained that she took a new approach with the January conference to be more hands on and incorporated opportunities for peer to peer modeling of techniques. Participants in the program may earn incentives for setting and meeting goals. Cheryl noted the goals have more teeth to them this year. Currently, 40 providers are working on goals.

CCNC – Louisa County

Sandy Hill shared information about the Child Care Nurse Consultant program serving providers in Louisa County. The number of regulated providers available for Sandy to work with is very minimal. 3 out of 5 programs are participating in QRS with one provider working to increase from a 2 to a 3 level rating.

Administrative update

A written report was provided. Tasha noted the ICAPP grant information in the update and the significant changes to the process and funding amounts.

Open Public Comment

Tessa Amato provided some information on changes to the Quality Rating System. The new system will be called IQ4K (Iowa Quality for Kids) and will likely be rolled out next winter. Providers may continue to participate in QRS and receive level ratings until the new system is in effect.

Meeting adjourned by Tricia Lipski at 6:41 with no more business to conduct
Next meeting will be March 20th 2018

Minutes submitted by Tasha Beghtol, Director

Approved on _____ Secretary _____