

DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington
February 21, 2017
McLaughlin Freight meeting room
604 Main St, Mediapolis, IA

Minutes

Members Present: Stan Stoops, Sheila Temple, Jim Cary, Dina Saunders, Mike Steele, Melody Raub

Members Absent: Tricia Lipski, Chad Reckling, Brad Quigley, Matt Latcham

Advisory members and guests present: Tasha Beghtol, Cheryl Flaatten, Marcia Munford, Allison Bergman, Julie Meir, Christa Poggemiller, Dave Helman, and Stephanie Gardner

Meeting called to order at 5:05pm by Melody Raub

Motion to approve the agenda

Moved: Jim Cary **Seconded:** Stan Stoops

Motion carried unanimously

Minutes

Motion to approve the minutes from January 17, 2017 minutes as submitted

Moved: Sheila Temple **Seconded:** Dina Saunders

Motion carried unanimously

Financial Report

Stan Stoops reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. The Stepping up to Success is low on percentage of contract spent, but the bills are typically much larger in the last few months. The preschool scholarship program is expecting to have unspent funds at the end of the year. The dental programs have had staff related issues that have slowed them down, but expect to be on target in spending. Stan noted that the FY16 audit process is complete. There were a few corrections identified and those have been made.

Motion to approve the financial report and postings as submitted

Moved: Mike Steele **Seconded:** Sheila Temple

Motion carried unanimously

Melody reviewed a budget amendment request from The Family Connection – Henry County program. They are seeking a shift in funds to cover costs for new computers. Tasha noted that the overall contract amount is not changing.

Motion to approve the budget amendment request as submitted by Henry County ISU Extension for the Family Connection program.

Moved: Dina Saunders **Seconded:** Sheila Temple

Motion carried unanimously

Program Presentation

Head Start Transportation – Des Moines & Henry County – Marcia Munford provided an update and answered questions about the Head Start program and transportation services supported by the DHLW board. 31 children are using transportation in Henry Co and 47 children in Des Moines County. Rural areas are harder to serve due to the cost. Head Start usually has to choose between New London and Salem. Marcia noted that there is some discussion about expanding services, but only if federal funds are designated to make that happen.

Community Action of Southeast Iowa (3 programs)

Cheryl Flaatten provided updates and answered questions about the 3 programs that she coordinates and supervises.

- **Stepping up to Success** serves all 4 counties and focuses on face to face consultation for childcare providers. Providers are currently working on goal setting. If they meet their goals, then they have access to incentives funds for improvements.
- **Parents as Teachers** serves Des Moines and Louisa Counties and provides in home visitation for parents/guardians. The program only consists of 1 parent educator and that position has been vacant since August. Cheryl has been covering the visits and has not turned anyone away, but her time is limited. The cost per visit for the program is much higher than other family support programs because Cheryl's salary as a long time employee is higher than a new staff person. They recently filled the vacant position and she will be attending training in March.
- **Preschool scholarships** are available in all four counties. Cheryl noted that the school districts serving 3 year olds will not be available to participate in the program next year if they do not meet the criteria of a QRS 3 or higher as determined by the DHLW board last year. Although the 4yr old preschool classrooms meet QPPS standards as required by the Dept of Education, those do not automatically apply to the 3 year old classrooms. There are currently 22/62 children receiving scholarships in those settings. The number of children receiving scholarships this year is much less than anticipated and the program is expecting approximately \$18,900 unspent. Grow N Glow Preschool recently completed their QRS level 3 and will have 7 children on scholarships.

Funding Committee

Melody Raub shared information about the committee's discussion and recommendations on responding to a survey from the ECI office. The survey requests feedback from all local area boards about two options for a new EC funding formula. Both options are an improvement from the current formula because they use multiple variables as opposed to the current use of FIP numbers only. The committee determined that option 7 is the best options based on equity.

Motion to authorize Tasha to complete the EC funding formula survey identifying option 7 as the preferred option of the DHLW board.

Moved: Jim Cary **Seconded:** Sheila Temple

Motion carried unanimously

Melody Raub shared an overview of the process and discussion regarding a plan to reduce the SR budget by 5% per guidance received from the state office in January. Tasha Beghtol noted that new updates on reductions are available in the written Administrative Update handout. ECI's initial reduction was 3.25% of SR only. The Dept of Management will be determining possible additional cuts. Tasha noted that she expects confirmation of the final numbers in early March. If further reductions are needed the board may consider those at the March meeting. Melody noted that the recommendation is written in the committee minutes. The plan includes cuts to the Preschool Scholarship program and absorbing the rest of the reductions from unallocated line items.

Motion to approve the recommendation for FY17 budget reductions as submitted by the Funding Committee.

Moved: Mike Steele **Seconded:** Stan Stoops

Motion carried unanimously

Program Committee

Committee members shared highlights of the discussion and review of the 2nd quarter summary report for all programs. The committee reviewed updated data for all the indicators and discussed childcare numbers and quality levels in relation to the work of the joint board committee that was tasked with looking into childcare consultation services and possible changes or adjustments. Tasha noted that the work of the joint committee will continue in the process of considering applications for FY18. The committee is recommending an abbreviated application (RFR – request for renewal) for all currently funded programs. New ideas and programs are welcome, but an RFP – request for proposal will not be considered until next month. All board members will review all RFRs. Tasha reviewed the draft RFR and noted that it was the same as last year with a clarification that programs seeking to expand their coverage area are welcome to make that request.

Motion to approve the RFR – Request For Renewal application as submitted by the committee.

Moved: Sheila Temple **Seconded:** Dina Saunders

Motion carried unanimously

Administrative Update

A written update was provided in the board packet.

Motion to adjourn by Stan Stoops, seconded by Sheila Temple

Meeting adjourned at 6:35pm

Minutes submitted by Tasha Beghtol, Director

Approved on _____

Secretary _____