

DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington
May 17th 2016 5:00pm
Great Prairie AEA, 3601 West Avenue, Burlington IA 52601

Minutes

Members Present: Mary Campbell, Mike Steele, Tricia Lipski, Sergio Ayala, Chad Reckling, Matt Latcham

Members Absent: Jim Cary, Melody Raub, Jacque Hesseltine, Paula Buckman, Stan Stoops, Dina Saunders

Advisory members present: Tasha Beghtol, Karen Erikson, Linda Cavazos, Amanda McKee, Joanie Juvinal, Dara Madigan, Christa Poggemiller, Gloria Wadell, Brigitte Davis, Cheryl Flaatten, Julie Ledger, Todd Bagby

Quorum was not met. Board members heard presentations from programs and reviewed information in the packet, but no action was taken.

WAGE\$

Dara Madigan from Iowa AEYC provided information and answered questions about the WAGE\$ program. All four counties have access to the program, but there are no participants yet in Louisa Co. Dara noted that she has stopped by Colonel's Kids in Columbus Junction and left an application. WAGE\$ provides stipends to staff in childcare settings and has helped to retain quality caregivers and educators in the area. Recipients have indicated that the stipends help to alleviate some of the financial stressors they face and give them incentive to stay in the profession. Discussion was held regarding the changes in QRS and childcare regulations and the potential impact they may have. Dara noted that she feels providers are getting informed of the changes she is hopeful that they will adjust ok.

Preschool Program- Home Visitation

Joanie Juvinal from Young House shared information and answered questions about the home visitation program offered to Des Moines and Louisa County families with children 3-5 years of age. Joanie provided an overview of the types of education she gives to parents dealing with challenging behaviors in children. Tasha asked about waitlists for the program. Joanie noted that her time is at maximum capacity and that if she marketed the program more in Louisa County there would likely be a greater need for the services. Joanie also noted that more teachers are contacting her in regards to behavior issues, but the program is not designed to provide professional development to staff. It is a direct service to families and kids. Tasha asked if Joanie preferred to remain part time or if she would expand hours to serve more families. Joanie said that if funding was available she would increase services. Tricia Lipski asked about the possibility of the program expanding into other counties. Joanie noted that they would likely hire new staff who resides in that area.

Home Visitor

Christa Poggemiller, Gloria Wadell, and Brigitte Davis shared information and answered questions about the Home Visitor program that serves families with children prenatal to age 3 in Des Moines County. Nurses provide home visits and offer screenings and education, and act as a referral resource for all services that a family may need. Gloria shared information about her role as staff support to the RNs and the program. She completes the referrals, handles the intake process, completes data entry in redcap, completes and submits all bills and reports to Tasha. Gloria noted that redcap does not capture all the visits that are done by the program. If a family only has one visit, then are not considered enrolled and then are not put into the redcap system. Christa explained the changes that have been made in the ratio of RN time versus staff support time for the FY17 application. Support staff (data entry) has been reduced and she expects more direct visits to take place.

Financial Report

Tasha Beghtol reviewed the current financial summary. New information has been included in the summary to reflect the non-ECI funds (\$9,600.01) that the board is used to pay the audit fees. Tasha noted that the funds need to be spent down by the end of the fiscal year to simply reduce confusion in fiscal reports. There is a balance of \$422.76 and there are no regulations attached to the funds. Members agreed by consensus to use the funds to purchase cribs and/or car seats to have available to local programs who have identified families in need and can provide the items as certified staff. The items will not be provided directly to families from the ECI office.

Request for Proposal

Discussion was held regarding the RFP for Louisa Co nest-like services. Tasha explained that without the ability to take any action the RFP timeline will need to be adjusted and a contract could not be approved until the August meeting. That may leave a gap in services for 1-2 months. Mary Campbell suggested that the board have a special meeting by next week to get the proposal in process. Matt Latcham noted that he did not think it was necessary for the board to make special accommodations for one program. Tasha explained that the information provided to the DHLW board at the March meeting was not accurate and that there have been positive steps taken by one member of the Stork's Nest board (PCAI Council) to keep services going. Amanda McKee provided additional updates on the progress that the Council is making and the various changes already in place. The Council has other funding sources that may be able to keep activities going in a small capacity during the 1-2 months of the new fiscal year. Members agreed by consensus to not schedule a special meeting.

Board Operational budget

Tasha reviewed the FY17 board operational budget that was completed by the executive committee. The budget includes the Director's salary and benefits, funding for a summer intern, and funding for support staff to process billing. Tasha noted that the opportunity for partnering with Muscatine Co to share a billing person was no longer available. The internship will be filled by Mr. Todd Bagby, graduate student with the Urban and Regional Planning program at the University of Iowa. The operational budget also includes fiscal agent and employer of record fees with Central Iowa Juvenile Detention Center, audit expenses, insurance expenses, and general supplies. Tricia Lipski noted that the Executive Committee completed a performance evaluation for Tasha and is recommending a 3.5% increase in salary.

Funding recommendations

Members reviewed the list of recommendations without action taken. Chad Reckling provided a copy of the CCR&R contract with Iowa DHS and noted that many of the deliverables in that contract are the same activities that are also found in a couple of the applications from other programs to the DHLW board. He noted that the board needs to be mindful of potential supplanting of funds.

All action items from the agenda will be placed on the June 14th meeting that will be in Wapello.

Minutes submitted by Tasha Beghtol, Director

Approved on _____

Secretary _____