



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

Draft

Agenda
June 15th 2021
5:00pm

Masonic Lodge
206 N Main St, Mt. Pleasant, IA

To join by zoom click

<https://us02web.zoom.us/j/82768701385?pwd=WGgwdEJjSWs5WmdBTjVQZmZnMUUrQT09>

Call to order (Establishment of quorum)

Approval of Agenda Action

Review/Acceptance of Minutes Action

1. Consider approval of May 18th and May 27th 2021 minutes

Financial Report – Treasurer Action(s)

2. Consider approval of current financial summary

DHLW Policy & Procedures Action

3. Consider approval of Policy 4.12 Sunset Funding - Childcare Business Staff Salary

RFP/RFR Committee – Tasha Beghtol Action(s)

4. Consider approval of revised budget & contract for Burlington Early Childhood Center
5. Consider approval of revised budget & contract for Family Connection – Henry County

FY22 Budget – Tasha Beghtol Action(s)

Review budget and consider additional items

6. Summit
7. Set aside for one time funding (Policy 4.9a)
8. Request to fund materials for the Growing Up Wild training facilitated by ISU Extension

Administrative update – Tasha Beghtol Information & Discussion

Open Public Input

Tasha Beghtol is inviting you to a scheduled Zoom meeting.

Topic: DHLW Early Childhood Area Board

Time: Jun 15, 2021 05:00 PM Central Time (US and Canada)

Every month on the Third Tue, 1 occurrence(s)

Jun 15, 2021 05:00 PM

Please download and import the following iCalendar (.ics) files to your calendar system.

Monthly:

https://us02web.zoom.us/meeting/tZYqceGvrjopEtFBxaRf5o4IQE9UyRLv2yAq/ics?icsToken=98tyKuGqqT0iHdSUxGCRpwQB4_oWe3ziH5ej7d7vgfkMSYGbVffB8cbB6tNPM6C

Join Zoom Meeting

<https://us02web.zoom.us/j/82768701385?pwd=WGgwdEJjSWs5WmdBTjVQZmZnMUsrQT09>

Meeting ID: 827 6870 1385

Passcode: 647371

One tap mobile

+16699009128,,82768701385#,,,,*647371# US (San Jose)

+12532158782,,82768701385#,,,,*647371# US (Tacoma)

Dial by your location

+1 669 900 9128 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

+1 346 248 7799 US (Houston)

+1 646 558 8656 US (New York)

Meeting ID: 827 6870 1385

Passcode: 647371

Find your local number: <https://us02web.zoom.us/j/kwGn5jQfH>

Individuals with disabilities are encouraged to attend. If you are a person with a disability who requires an accommodation in order to participate in this event please contact the Director at 319-461-1369.

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

May 18th 2021

5:00pm

Masonic Lodge 206 N Main St.

Mt Pleasant IA 52641

Minutes

Members Present: Matt Latcham, Tricia Lipski, Shane McCampbell, Cyndi Mears, Brad Quigley, Melody Raub, Chad Reckling, Mike Steele, Unity Stevens, Stan Stoops

Members Absent: Andrea Bowen

Advisory members and guests present: Tasha Beghtol, Martha Hernandez, Chris Glosser, Abbie Derksen, Linda Cavazos, Marsha Gerot, Sandra Busta, Jan Shelman, Debbie Stiegers, Melissa Tucker, Jacob Dornbush, Joy Szewczyk, Roberta Sloat, Arin Jones, Steff Gardner, Sarah Maxwell, Becky White

Meeting was called to order by Brad Quigley at 5:00pm with a quorum present

Agenda

Motion to approve the agenda as presented

Moved: Melody Raub **Seconded:** Stan Stoops

Motion carried unanimously

Minutes

Motion to approve minutes of the March 16th 2021 meeting as submitted

Moved: Melody Raub **Seconded:** Mike Steele

Motion carried unanimously

Tricia Lipski arrived at 5:08pm

Financial Report

Chad Reckling reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. The report reflects spending through March 2021. Overall spending remains lower than usual due to covid related challenges to implement services. Discussion was held regarding 20% carryover targets and potential need to find additional projects that could be supported in FY21. Tasha will monitor progress and notify the board in the event that a funding action is required prior to the next regular meeting.

Motion to approve the financial summary and report as submitted

Moved: Stan Stoops **Seconded:** Cyndi Mears

Motion carried unanimously

Matt Latcham arrived at 5:12

Program Presentations

CCR&R Quality Improvement projects

Becky White shared updates about the NAC training funded by the DHLW Board and additional incentives for centers to purchase needed childcare items. 10 centers participated in the NAC opportunity and Becky is expecting all of the grant funds to be spent down. Becky shared additional information about the newly released IICC grants for childcare projects across the state. Funding covers urgent needs, expansion, and new sites. CCR&R has received about 100 applications so far for Region 5.

Columbus Community Childcare

Marsha Gerot provided updates about the Columbus Junction center and answered questions. Finding and keeping childcare staff is challenging. The center gave bonuses to current staff in recognition of provider appreciation day. The center is currently full and received a grant from Tyson for kitchen equipment.

FY 21 Contract & Budget Amendments

The WAGE\$ program submitted a request for budget amendment to make more funding directly available to providers. The request was reviewed by the Executive Committee per board policies and is recommended for consideration.

Motion to approve the budget amendment request for the WAGE\$ program through Iowa AEYC as submitted.

Moved: Melody Raub **Seconded:** Unity Stevens

Motion carried unanimously

The Mt Pleasant Childcare contractor is requesting a budget increase to include supplies and equipment. The Executive Committee reviewed the request per board policy and recommends consideration of up to a \$25,000 increase.

Motion to approve a \$25,000 budget increase for the Mt Pleasant Community Childcare Center for equipment and supplies

Moved: Melody Raub **Seconded:** Stan Stoops

Motion carried

Executive Committee

Brad Quigley shared information about the annual Director performance evaluation and proposed FY22 board operational and administrative budget. The budget reflects a 2.5% salary increase and anticipated increases in supplies and insurance.

Motion to approve the FY22 DHLW Board Operational and Administrative budget as presented by the Executive Committee.

Moved: Tricia Lipski **Seconded:** Stan Stoops

Motion carried unanimously

Members reviewed and discussed the Fiscal Agent Agreement with Central Iowa Juvenile Detention Center for FY22. Fiscal fees and employer of record services are the same as last year at \$8,304.

Motion to approve the FY22 Fiscal Agent Agreement with Central Iowa Juvenile Detention Center as presented.

Moved: Melody Raub **Seconded:** Matt Latcham

Motion carried unanimously

Shane McCampbell arrived at 5:45pm

Policy and Procedure updates

Tasha Beghtol reviewed draft changes for policies 1.4, 3.1, 4.3, 4.8, 4.9, and 4.10. Changes reflect general updates to align with regulations and/or practices of the board.

Motion to approve policy revisions as presented.

Moved: Melody Raub **Seconded:** Tricia Lipski

Motion carried unanimously

Matt Latcham 6:00pm

Tasha Beghtol reviewed a new draft policy, 4.9a special funding requests for one-time events or purchases. Current policy 4.9 provides opportunities for long term projects to complete an RFP during the year as allowable. The new policy provides a shorter and simplified process for one-time activities.

Motion to approve new policy 4.9a Special Request for Funding – One Time Purchase or Single Activity as presented.

Moved: Melody Raub **Seconded:** Stan Stoops

Motion carried unanimously

New policy will be effective July 1st 2021

Discussion was held regarding a draft policy for sunset funding of childcare businesses receiving money from the board for direct staff salaries. Members agreed that a sunset policy should be considered for action at the next meeting. Businesses will be limited to a maximum of 3 years with reductions.

RFP/RFR Committee

Members reviewed notes from the April 29th RFP/RFR Committee and shared a recap of the discussion with board members who did not participate in the committee. 13 out of 15 renewal applications are recommended for funding as requested. 1 application is recommended higher than requested and 1 renewal is recommended less than requested. Two RFPs were received. Both RFPs are not recommended for funding. Additional details can be found in the April 29th committee notes. A roll call vote will be completed for each application.

RFR # 1

Motion to approve \$77,464 to LSI for the Louisa Healthy Families program (formerly referred to as HOPES)

Moved by Tricia Lipski **seconded by** Cyndi Mears

Motion carried unanimously

RFR#2

Motion to approve \$58,247.64 to Young House Family Services for the EPIC program

Moved by Mike Steele seconded by Unity Stevens

Motion carried unanimously

RFR#3

Motion to approve \$70,509 to Community Action of SE Iowa for the Parents as Teachers program

Moved by Unity Stevens seconded by Stan Stoops

Abstention by Cyndi Mears

Motion carried

RFR#4

Motion to approve \$109,440 to Henry Co ISU Agricultural Extension for the Family Connection – HC program

Moved by Melody Raub seconded by Tricia Lipski

Motion carried unanimously

Contract and revised budget reflecting amount awarded will be considered for approval at the June meeting

RFR#5

Motion to approve \$121,105 to Washington County Public Health for the Family Connection – WC program

Moved by Tricia Lipski seconded by Mike Steele

Abstention by Stan Stoops

Motion carried

RFR#6

Motion to approve \$112,796 to Burlington CSD for the Burlington Early Childhood Center

Moved by Unity Stevens seconded by Melody Raub

Motion carried unanimously

Contract and revised budget reflecting amount awarded will be considered for approval at the June meeting

RFR#7

Motion to approve \$72,000 to Mt Pleasant Community Childcare Center

Moved by Stan Stoops seconded by Chad Reckling

Motion carried unanimously

RFR#8

Motion to approve \$35,688 to Trinity Muscatine Public Health for the Child Care Nurse Consultant services in Henry, Louisa, and Washington Counties

Moved by Tricia Lipski seconded by Stan Stoops

Motion carried unanimously

RFR#9

Motion to approve \$52,866 to Lee Co Health Department for Child Care Nurse Consultant services in Des Moines County

Moved by Shane Mc Campbell seconded by Melody Raub

Motion carried unanimously

RFR#10

Motion to approve \$14,725 to Washington Co Public Health for dental services in Henry and Washington Counties

Moved by Chad Reckling seconded by Mike Steele

Abstention by Stan Stoops

Motion carried

RFR#11

Motion to approve \$13,638.10 to Trinity Muscatine Public Health for dental services in Louisa Co

Moved by Tricia Lipski seconded by Unity Stevens

Motion carried unanimously

RFR#12

Motion to approve \$30,977.76 to Lee County Health Department for dental services in Des Moines Co

Moved by Melody Raub seconded by Stan Stoops

Motion carried unanimously

RFR#13

Motion to approve \$4,435.81 to RVAP for Child Abuse Prevention Training

Moved by Chad Reckling seconded by Shane McCampbell

RFR#14

Motion to approve \$ 22,467.11 to Grant Wood AEA for the CART program in Washington Co

Moved by Melody Raub seconded by Mike Steele

Motion carried unanimously

RFR#15

Motion to approve \$75,490 to Community Action of SE Iowa for the Preschool Scholarship program

Moved by Tricia Lipski seconded by Melody Raub

Abstention by Cyndi Mears

Motion carried

RFR A – Mt Pleasant Childcare Center

Motion to accept the committee recommendation to not fund

Moved by Melody Raub seconded by Shane McCampbell

Motion carried unanimously

RFP B – Tender Care Childcare

Motion to accept the committee recommendation to not fund

Moved by Melody Raub seconded by Stan Stoops

Abstention by Unity Stevens

Motion carried

Administrative Update

- Tasha Beghtol shared information about the mid cycle review. The review has been completed with no significant requirements for follow up.
- The DHLW fiscal audit has been completed by the state Auditor's office with no findings.
- The FY22 may be increased depending on final legislation. ECI shows an increase of \$250,000 in one bill and an increase of \$546,000 in another. Tasha noted those would equal about a \$7-16K increase for the DHLW board in SR funding

Motion to adjourn by Melody Raub at 7:00pm

Minutes submitted by Tasha Beghtol, Director

Approved on _____ Secretary _____



DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Minutes

May 27th 2021

5:30pm

Location online

<https://us02web.zoom.us/j/86740998306?pwd=QmpRSFVEQk1sMWg0Z1ljSvt0aFpTd09>

Members Present: Matt Latcham, Tricia Lipski, Brad Quigley, Melody Raub, Chad Reckling, Unity Stevens

Members Absent: Shane McCampbell, Mike Steele, Cyndi Mears, Adnrea Bowen, Stan Stoops

Staff present: Tasha Beghtol

Call to order (Establishment of quorum)

Called to order by Brad Quigley at 5:38pm with a quorum present

Approval of Agenda

Motion to approve the agenda by Melody Raub, seconded by Matt Latcham. Motion carried unanimously.

FY21 Expenditures – Carry Over

Tasha Beghtol shared updates on estimated carry over funds. All programs that have budget line items in equipment, supplies, and/or incentives received an email with instructions that those line items should be spent down or notify Tasha no later than June 1st if they won't be.

The dental programs have requested to use their estimated carryover funds on program related supplies and incentives. The dental contracts are currently limited to fee for service expenditures only. Tasha noted that if the dental programs can spend down funds on these additional items and the programs mentioned earlier spend down as directed, then the DHLW budget is on target to be below the 20% threshold.

Motion by Matt Latcham, seconded by Tricia Lipski, to approve all three dental contracts be allowed to use unspent funds, after all dental services are provided, for additional supplies, equipment, or incentives. Motion carried unanimously.

Discussion held regarding the potential need to spend down funds, in the event that programs do not spend contracted funds as planned. Tasha noted that current estimates would be \$2,000 - \$4,000 and could be used to support Quality Improvement efforts with childcare with Kaplan gift cards or books specific to social emotional content.

Motion by Melody Raub, seconded by Unity Stevens, to approve giving the DHLW Director authority to implement quality improvement projects as needed. The board will be notified if/when the quality improvement purchases are made. Motion carried unanimously.

Meeting adjourned at 5:55pm

Individuals with disabilities are encouraged to attend. If you are a person with a disability who requires an accommodation in order to participate in this event please contact the Director at 319-461-1369.

CIJDC financial report ending May 2021

REVENUE

FY20 carryover	\$	135,266.99
FY21 revenues	\$	897,637.00
interest earned YTD	\$	156.64

EXPENDITURE

YTD expenditures \$ 648,627.45

\$ 1,033,060.63**\$ 648,627.45**

SUMMARY BY CONTRACT

	PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1	CCNC - Henry/Louisa/Washington	\$ 52,917.84	\$ 25,402.14	\$ 27,515.70	48%
2	CCNC - DSM Co	\$ 33,061.00	\$ 25,659.44	\$ 7,401.56	78%
3	Burlington CSD	\$ 68,060.00	\$ 38,588.99	\$ 29,471.01	57%
4	HIGHER STEPS TO PROFESSIONALISM	\$ 40,000.00	\$ 31,721.55	\$ 8,278.45	79%
5	WAGES - All 4 Counties	\$ 36,190.03	\$ 26,133.38	\$ 10,056.65	72%
6	CART - Washington Co	\$ 21,829.61	\$ 15,236.36	\$ 6,593.25	70%
7	RVAP	\$ 2,017.00	\$ 566.23	\$ 1,450.77	28%
8	TenderCare	\$ 3,700.00	\$ 3,700.00	\$ -	100%
9	Kids Country Club	\$ 4,268.50	\$ 4,268.50	\$ -	100%
10	CCR&R	\$ 10,700.00	\$ 6,500.00	\$ 4,200.00	61%
11	Mt Pleasant Childcare	\$ 50,000.00	\$ 8,953.85	\$ 41,046.15	18%
12	Columbus Childcare	\$ 20,000.00	\$ 14,000.00	\$ 6,000.00	70%
13	FAMILY CONNECTION - Washington	\$ 121,000.00	\$ 77,439.81	\$ 43,560.19	64%
14	FAMILY CONNECTION - Henry	\$ 98,493.00	\$ 75,226.12	\$ 23,266.88	76%
15	Louisa Healthy Families (HOPES)	\$ 78,197.00	\$ 61,668.90	\$ 16,528.10	79%
16	PAT - Des Moines Co	\$ 66,832.00	\$ 52,989.61	\$ 13,842.39	79%
17	EPIC - Young House	\$ 58,247.64	\$ 24,244.00	\$ 34,003.64	42%
18	PRESCHOOL SCHOLARSHIPS - All	\$ 45,000.00	\$ 24,308.01	\$ 20,691.99	54%
19	DENTAL - Henry/Washington	\$ 5,390.00	\$ 3,571.60	\$ 1,818.40	66%
20	DENTAL - Louisa Co	\$ 13,645.26	\$ 5,039.11	\$ 8,606.15	37%
21	DENTAL - DSM Co	\$ 30,977.76	\$ 20,253.62	\$ 10,724.14	65%
22	STAFF	\$ 88,000.00	\$ 79,087.67	\$ 8,912.33	90%
23	EC ADMINISTRATION	\$ 5,135.69	\$ 4,552.58	\$ 583.11	89%
24	SR- ADMINISTRATION	\$ 10,456.98	\$ 9,238.52	\$ 1,218.46	88%
25	SR general SUMMIT**	\$ 2,500.00	\$ 10,277.46	\$ (7,777.46)	411%
	TOTAL	\$ 966,619.31	\$ 648,627.45	\$ 317,991.86	67%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 23,546.98	\$ 20,969.25	\$ 2,577.73	89%
SR - QUALITY IMPROVEMENT	\$ 72,015.11	\$ 61,887.01	\$ 10,128.10	86%
SR - GENERAL	\$ 687,648.72	\$ 385,205.69	\$ 302,443.03	56%
SR general SUMMIT	\$ 2,500.00	\$ 10,277.46	\$ (7,777.46)	411%
EC ADMIN	\$ 11,495.69	\$ 10,022.51	\$ 1,473.18	87%
EC - GENERAL	\$ 235,697.49	\$ 160,265.53	\$ 75,431.96	68%
TOTAL	\$ 1,032,903.99	\$ 648,627.45	\$ 384,276.54	63%

10:50 AM
06/01/21
Cash Basis

Central Iowa Detention
DHLW #1 Postings Report- MONTH CASH
May 2021

Num	Date	Name	Account	Paid Amount
1403	05/25/2021	CIJDC	DHLW EC Admn VISA	-109.97 ✓
1403	05/25/2021	CIJDC	DHLW EC General Focus Groups (VISA)	-308.31 ✓
1409	05/25/2021	Kids Country Club	DHLW EC General one time	-4,268.50 ✓
1410	05/25/2021	TenderCare Childcare	DHLW EC General one time	-3,700.00 ✓
1418	05/25/2021	Iowa AEYC	DHLW EC General WAGES	-1,896.04 ✓
1422	05/25/2021	Burlington CSD	DHLW EC General	-3,858.90 ✓
1423	05/25/2021	Mt Pleasant Childcare	DHLW EC General	-3,461.54 ✓
1424	05/25/2021	University of Iowa RVAP Program	DHLW EC General RVAP	-566.23 ✓
1425	05/25/2021	Grant Wood AEA	DHLW EC General CART	-2,113.99 ✓
1403	05/25/2021	CIJDC	DHLW SR Admn VISA	-223.26 ✓
1411	05/25/2021	Community of Action of Southeast Iowa	DHLW SR General PAT	-6,778.47 ✓
1412	05/25/2021	Community of Action of Southeast Iowa	DHLW SR General scholarships	-2,968.04 ✓
1413	05/25/2021	Lutheran Services in Iowa	DHLW SR General HOPES	-6,292.13 ✓
1414	05/25/2021	Unity Point Health-Trinity	DHLW SR General CCNC	-1,629.44 ✓
1415	05/25/2021	Lee county Health	DHLW SR General CCNC	-2,766.56 ✓
1416	05/25/2021	Lee county Health	DHLW SR General Dental	-6,359.23 ✓
1417	05/25/2021	Henry County Extension	DHLW SR General Fam Conn	-9,089.81 ✓
1419	05/25/2021	Washington County Public Health	DHLW SR General Dental	-971.47 ✓
1420	05/25/2021	Washington County Public Health	DHLW SR General Fam Conn	-8,649.30 ✓
1421	05/25/2021	Young House Family	DHLW SR General EPIC	-2,530.09 ✓
1403	05/25/2021	CIJDC	DHLW SR Summit VISA	-50.14 ✓
1404	05/25/2021	VanDijk Consultants	DHLW SR Summit	-250.00 ✓
1405	05/25/2021	Sodexo	DHLW SR Summit meals	-1,250.00 ✓
1406	05/25/2021	Brenda Jones	DHLW SR Summit Performers	-1,600.00 ✓
1407	05/25/2021	Challenge to Change	DHLW SR Summit Trainer	-329.38 ✓
1408	05/25/2021	Quad Co. CPPC	DHLW SR Summit VOICE	-426.70 ✓
1426	05/26/2021	CIJDC	DHLW EC Admn	-700.77 ✓
1426	05/26/2021	CIJDC	DHLW SR Admn	-1,475.51 ✓
1426	05/26/2021	CIJDC	DHLW SR Quality Improvement	-5,262.39 ✓
INT	05/31/2021	ECI	DHLW EC General	0.96
INT	05/31/2021	ECI	DHLW SR General	3.04
TOTAL				-79,882.17

#1408 - Bill to agency (Quad Co. CPPC) requested vendor to be paid directly. Check was mailed back to CIJDC + new payment will go out in June.

Policy ID: 4.12	Title: Limited Funding – Childcare Business Staff Salaries	Date Approved:
Effective Date: 7/1/2021	Approved by: DHLW Early Childhood Area Board	
Revised:		

Policy: The DHLW Early Childhood Area Board limits the amount and number of years that a childcare business may receive funding for direct staff salaries.

Bylaw/Iowa Code: None

Purpose: This policy incentivizes childcare businesses to work toward self-sustainability and reduces DHLW funding as a permanent and ongoing source of staff salaries for businesses that generate revenue. DHLW funding is not sufficient to support salaries in all childcare businesses in the 4-county area indefinitely.

Scope: This policy applies to childcare businesses seeking funding for direct staff salaries.

Responsibilities: The DHLW Board is responsible for approval or denial of applications.

Definitions: Childcare businesses include legally operating licensed centers/preschools, child development homes, and/or childcare homes.

Procedure & Criteria: Childcare businesses may receive direct staff salary support for a maximum of 3 years. The maximum amount will be limited based on the following timeline:

- Year 1 – Initial amount determined during the annual RFR/RFP application process. (see policy 4.1)
- Year 2 – Applicant may receive a maximum of 75% of year 1
- Year 3 – Applicant may receive a maximum of 50% of year 1

Contracts under this policy are not automatically renewed and funding is not guaranteed for all 3 years. Applicants must follow the RFR/RFP process each year.

Forms: RFR/RFP application materials

Budget Form for FY22 (DHLW Early Childhood Area)
To complete this form refer to RFR/RFP Instructions

The Family Connection-Henry County Agricultural Extension

Line Item descriptions and budget justification	Request to DHLW	Other funding	Source of other funding
Direct staff salaries	\$ 73,344.00	\$ -	
1 Program manager-.80 FTE- 33 hrs wk 1716 hours @ \$24.00=\$41,184			
.50 FTE Parent Educator-1040 hours x \$18.50=\$19,240			
New full time .50 FTE 3/4 of year starting October =720 hours x \$18 =\$12,920			
Direct Staff Benefits	\$ 12,534.00	\$ -	
1 Program manager-.80 FTE FICA/IPERS (17.09%) \$7,038			
.50 FTE Parent educator =FICA/IPERS (17.09%) \$3,288			
New 1/2 time employee 3/4 year = FICA/IPERS (17.09%) \$2208			
Contract Services	\$ -	\$ -	
n/a			
Travel	\$ 4,400.00	\$ -	
Home visit travel\$250/month(rate .56)=\$3,000 , New .50FTE Foundational I and III			
Foundational II live lodging 3 nights x 1 room @ \$141 night=\$423, meals 3 days =\$186			
Travel for continuing education			
Travel for Trainings 930 miles (232 miles Mt. Pleasant to St. Louis) \$522			
Equipment	\$ 1,800.00	\$ -	
teaching tools,, laptop (\$1,300)			
Office Supplies	\$ 2,800.00	\$ -	
advertising, marketing,paper, binders, postage, copies, folders, organizers,			
tubs, bins \$250 per month			
Operational	\$ 2,950.00	\$ -	
Visit Tracker Subscription-3 subscribers=\$470			
PAT online subscriptions: 3Parent Educator Renewal Foundational I \$265 x3= \$660			
\$55 Foundational II \$55 x 3= \$165			
2 cell phones \$50 allowance per month=\$1,200			
1 cell phone 9 months \$450			
Staff Professional Development	\$ 3,600.00	\$ -	
Training general requirements, ethics, cultural competence, PCA Iowa, Certification exam fee			
New Employee-Foundational I \$975 = \$50 tech fee, Foundational II \$600 = \$50 tech fee			
Incentives	\$ 2,800.00	\$ -	
Laundry detergent, dish soap, cleaning supplies, diapers, wipes, scholastic books,			
health and safety items, basic baby and toddler care items			
subtotal	\$ 104,228.00	\$ -	
Indirect Administration - max of 8% of subtotal request allowed=5%	\$ 5,212.00		
TOTAL	\$ 109,440.00	\$ -	


Administrator signature

S. Hardin

6-7-21

Budget Form for FY22 (DHLW Early Childhood Area)
To complete this form refer to RFR/RFP Instructions

Burlington Community School District's Corse Early Childhood Center Application

Line Item descriptions and budget justification	Request to DHLW	Other funding	Source of other funding
Direct staff salaries	\$ 95,425.00	\$ 154,575.00	Tuition from center
1 Early Childhood Center On-Site Supervisor (.5FTE) 20hrs/wk @ \$15/hr X 50wks = \$15,000			
8 Early Childhood Center Professionals (.5FTE) 20hrs/wk @ \$10/hr X 50wks = \$10,000 x 8			
6 Early Childhood Center Professionals, (.5FTE) 10hrs/wk @ \$10/hr x 50wks = \$5,000 x 6			
Direct Staff Benefits	\$ 17,371.00	\$ 28,115.50	Tuition from center
1 Early Childhood Center On-Site Supervisor (.5FTE) FICA/IPERS 20 hrs/wk @ 17.09% + \$6,500 Health Insurance			
8 Early Childhood Center Full-Time Professionals (.5FTE) FICA/IPERS 20hrs/wk @ 1.71/hr x 50wks = \$1,710 x 8			
Contract Services	\$ -	\$ -	
Travel	\$ -	\$ -	
Equipment	\$ -	\$ -	
Office Supplies	\$ -	\$ -	
Operational	\$ -	\$ -	
Staff Professional Development	\$ -	\$ -	
Incentives	\$ -	\$ -	
subtotal	\$ 112,796.00	\$ 182,690.50	
Indirect Administration - max of 8% of subtotal request allowed	\$ -		
TOTAL	\$ 112,796.00	\$ 182,690.50	
<div style="display: flex; justify-content: space-between; align-items: center;"> <div> Administrator signature  </div> <div> date 6/3/21 </div> </div>			

DHLW Early Childhood Area
Budget WORKSHEET

FY22 WORKING BUDGET

EARLY CHILDHOOD Revenue

FY21 carryover	\$	40,050.00	includes int	
FY22 allocations	\$	195,702.00		\$ 39,140.40
	\$	-		
TOTAL	\$	235,752.00		

EARLY CHILDHOOD Budget

	BUDGET	CONTRACTS	PROGRAM
22% Admin	\$ 9,835.10		
allocation	\$ 9,785.10	\$ 5,500.00	staff
carryover	\$ 50.00	\$ 2,657.00	fiscal agent,EOR, audit
		\$ 440.00	insurance
		\$ 202.00	Association fees
		\$ 1,036.10	supplies-operation
		\$ 9,835.10	TOTAL
EC GENERAL	\$ 225,916.90		
allocation	\$ 185,916.90	\$ 4,435.81	RVAP
carryover	\$ 40,000.00	\$ 22,467.11	CART
int	\$ -	\$ 112,796.00	Burlington CSD
		\$ 72,000.00	Mt Pleasant CC
		\$ 10,000.00	QI /PD - Policy 4.9a
		\$ -	CCNC - DSM
		\$ -	CCNC - HLW
		\$ -	
		\$ -	
		\$ -	
		\$ -	
% reduction	\$ -		
subtotal	\$ 221,698.92		
	\$ 4,217.98	unallocated	
	\$ 235,752.00	TOTAL EC admin + program	

2% unallocated

DRAFT

SCHOOL READY Revenue

FY21 carryover	\$	135,000.00	includes int	
FY22 allocations	\$	706,665.00		\$ 141,333.00
	\$	-		
TOTAL	\$	841,665.00		\$ 1,077,417.00

SCHOOL READY Budget

CATEGORY	BUDGET	CONTRACTS	PROGRAM
78% Admin	\$ 35,433.00		
allocation	\$ 35,333.00	\$ 24,500.00	staff
carryover	\$ 100.00	\$ 5,647.00	fiscal agent,EOR, audit
		\$ 1,560.00	insurance
		\$ 712.00	Association fees
		\$ 3,014.00	supplies-operations
		\$ 35,433.00	TOTAL
Quality Improvement	\$ 68,037.00		
allocation	\$ 63,137.00	\$ 59,860.00	staff
carryover	\$ 4,900.00	\$ -	
% reduction	\$ -		
		\$ 59,860.00	subtotal
	\$ 8,177.00	unallocated	
	\$ 68,037.00	TOTAL	
General	\$ 738,195.00		
allocation	\$ 608,195.00	\$ 75,490.00	PS Scholarships
carryover	\$ 130,000.00	\$ 77,464.00	Louisa HF - HOPES
int	\$ -	\$ 58,247.64	EPIC
		\$ 70,509.00	PAT
		\$ 109,440.00	HC Fam Con
		\$ 121,105.00	WC Fam Con
		\$ 14,725.00	dental
		\$ 13,638.10	dental
		\$ 30,977.76	dental
		\$ 35,688.00	CCNC - DSM
		\$ 52,866.00	CCNC - HLW
		\$ 10,000.00	QI/PD - policy 4.9a
		\$ -	
		\$ 3,000.00	summit
% reduction	\$ -		
		\$ 673,150.50	
	\$ 65,044.50	unallocated	
TOTAL	\$ 841,665.00	\$ 738,195.00	TOTAL
	\$ 235,752.00		
	\$ 1,077,417.00		

DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Administrative Update

June 2021

ECI Area Director meetings

State wide Director meetings continue to be held virtually every couple of weeks. The ECI TA team provides general updates and answers questions. Agendas also include updates from various agencies including IDPH, CCR&R, and DHS. There is no plan at this time to return to in person all day meetings.

Early Childhood Summit

The Southeast Iowa Early Childhood Summit Committee was held on May 21st & 22nd at Iowa Wesleyan in Mt Pleasant. 76 children and 57 adults, representing 7 counties, attended an in person outdoor on Friday evening. All children received bags that included craft activities and other goodies such as bubbles, books, frisbee, calendars, informational handouts, and more. ECI partners include Lee/Van Buren and Iowa/Jefferson/Keokuk along with Quad Co Decat and CPPC.

The summit included a 4 hour virtual training event on Saturday morning. 47 providers representing 4 ECI areas registered for the trainings. Every provider received a box of 'loose parts' materials to use during the training.

Children's Mental Health

The SEIL Children's Behavioral Health (CBH) Advisory Board meets every 2nd Wednesday at 11am by zoom. The board is finalizing the work on a Children's Behavioral Health Flow Chart that includes information about mental health services throughout the SEIL 8 county region. The board is currently seeking a parent member. To learn more contact Tasha Beghtol (CBH Board Chair) at tbeghtol@dhlw.org.

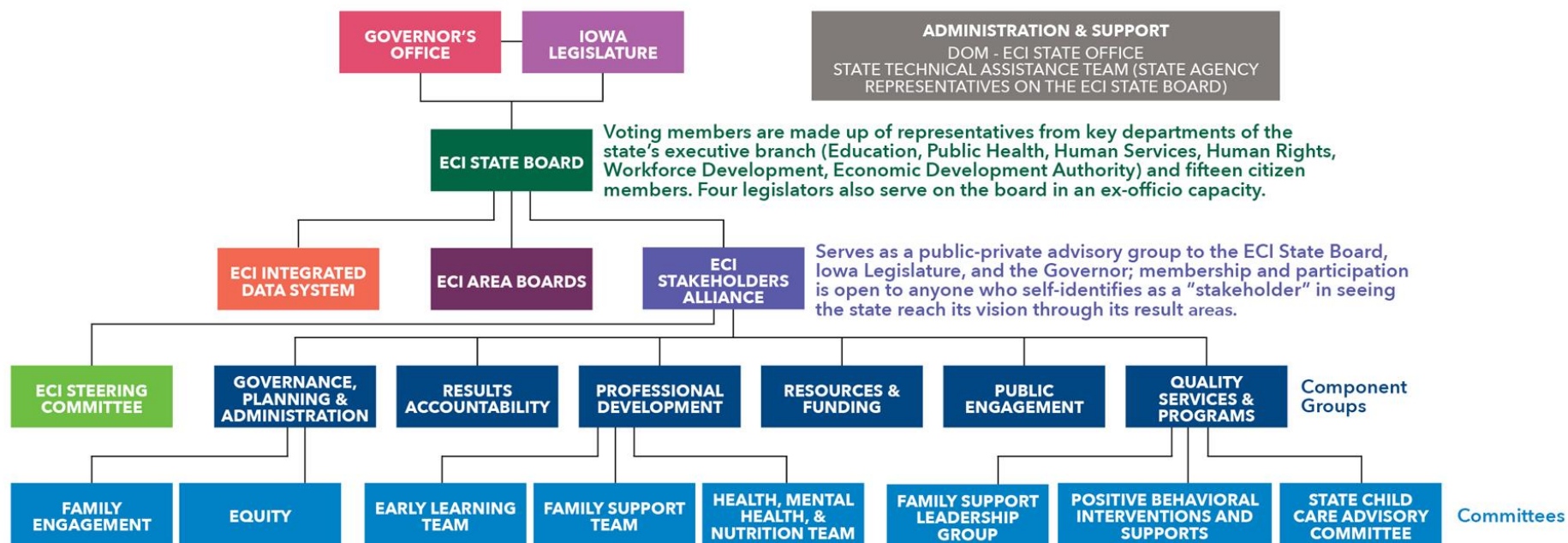
The SE IA Children's Mental Health & Well-being Collaborative meets every 2nd Thursday at 10am by zoom. The collaborative is a networking opportunity for anyone interested in children's mental health advocacy and covers 12 counties in the SEIL and South Central mental health regions.

Other tidbits

- Mt Pleasant Community Childcare Center has hired an onsite supervisor and several staff. Grand opening is planned for mid-July.
- A childcare center is being considered in Washington. A current home based provider is developing a plan for renting commercial space and opening a center to serve about 30-40 children.
- Tasha Beghtol has agreed to serve as Co-Chair on the Results Accountability Work Group



HOW THE CURRENT SYSTEM IS STRUCTURED





Early Childhood Iowa's purpose is to empower collaborative, systemic efforts to achieve the following desired results:

1. Healthy Children
2. Children Ready to Succeed in School
3. Safe and Supportive Communities
4. Secure and Nurturing Families
5. Secure and Nurturing Early Learning Environments

System Component	Descriptions for each part of the current system component in connection to Early Childhood Iowa (ECI).
Governor's Office	<ul style="list-style-type: none"> Signed legislation to create Community Empowerment, creating a partnership between communities and the state to support young children and their families (1998). Signed legislation to transform Community Empowerment into Early Childhood Iowa (ECI), establishing the ECI Stakeholders Alliance as the state's Early Childhood Advisory Council (2010). May request or receive information from the ECI State Board and/or ECI Stakeholders Alliance.
Iowa Legislature	<ul style="list-style-type: none"> Created Community Empowerment/Early Childhood Iowa, along with the ECI State Board and Local Boards, to provide governance for planning and collaboration of services to support young children and their families. Provides a state appropriation and a TANF transfer to support efforts at the state and local levels. May request or receive information from the ECI Stakeholders Alliance.
ECI State Board	<ul style="list-style-type: none"> Provides oversight of the ECI Area Boards. May request or receive information from the ECI Stakeholders Alliance. Includes citizen members appointed by the governor, the directors (or designees) of the Departments of Education, Economic Development Authority, Human Rights, Human Services, Public Health, and Workforce Development; and ex-officio legislators.
ECI's Integrated Data System	<ul style="list-style-type: none"> Our developing integrated data system includes best practices in data governance, privacy and security, scientific integration and strategic communications for needs assessments, ongoing program and process evaluation, and continuous quality improvement efforts to inform decision-making.
ECI Area Boards	<ul style="list-style-type: none"> Charged to reach the desired results to improve the quality of life for young children and their families at a local-level. Consists of citizens, elected officials, and representatives of education, health, human services, faith, business, and consumers.
ECI Stakeholders Alliance	<ul style="list-style-type: none"> Serves as a public-private advisory group to the ECI State Board, Iowa Legislature, and the Governor; membership and participation is open to anyone who self-identifies as a "stakeholder" in seeing the state reach its vision through its result areas. Purpose: Overseeing and providing input into the development of a comprehensive, integrated early childhood system for Iowa that meets the needs of children 0-5 years of age and their families; integrates the early learning; health, mental health, and nutrition; family support; and special needs/early intervention systems; and providing support to the ECI State Board in addressing the early care, health, and education systems that affect children ages 0-5 years and their families. Advises the governor, general assembly, state board, and other public and private policy bodies and service providers in coordinating activities and policies related to Iowa's comprehensive early childhood system.
ECI Steering Committee	<ul style="list-style-type: none"> Established to provide leadership, organize, manage, and coordinate the activities of the ECI Stakeholders Alliance and the component groups.
ECI Component Groups and Subgroups	<ul style="list-style-type: none"> Address key areas of Iowa's early childhood system. Ensure that each component of the system is present and functioning as well as possible and work on the implementation of specific strategies within the strategic plan. Groups and committees focus on the essential elements of an early childhood system including: Governance (Equity and Family Engagement subgroups), Results Accountability, Professional Development, Public Engagement, Quality Services and Programs (Family Support Leadership Network, State Child Care Advisory Committee, and Early Childhood Positive Behavioral Interventions and Supports subgroups), and Resources and Funding.



DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

**Every child beginning at birth will be safe, healthy, and successful*

Board meeting schedule

July 2021 – June 2022

Full board meetings are held the 3rd Tuesday of the month. Typical meeting time is 5:00pm. Meeting location may vary. Items listed below do not represent a complete agenda. All items and locations are tentative and subject to change. Agenda's may be found on the home page of the [DHLW website](#)

Date	Location	Annual Items & program presentations
August 17 th 2021	Mt Pleasant	Annual Report
September 21 st 2021	Mt Pleasant	Child Care Nurse Consultants – guided discussion
<i>October – NO Board Meeting</i>	<i>Committee work as needed</i>	
November 16 th 2021	Mt Pleasant	Family Support – guided discussion
<i>December – NO Board Meeting</i>		
January 18 th 2022	Mt Pleasant	Dental - guided discussion
February 15 th 2022	Mt Pleasant	RFP/RFR Process Mid Year Program Report Summary CART Program Preschool Scholarship Program
March 15 th 2022	Mt Pleasant	Burlington EC Center Mt Pleasant Community Childcare Center Child Abuse Prevention Training – RVAP
<i>April – NO Board meeting</i>	<i>Committee work as needed</i>	
May 17 th 2022	Mt Pleasant	Presentations as needed
June 21 st 2022	Mt Pleasant	Presentations as needed
<i>July – NO Board Meeting</i>		