

# DHLW Early Childhood Area

*Des Moines, Henry, Louisa, Washington*

September 17<sup>th</sup> 2024

5:00pm

Location: Mt Pleasant Library, 307 E Monroe, Mt Pleasant, IA. 52641

## Minutes

**Members Present:** Bailea Grier, Matt Latcham, Tricia Lipski, Cyndi Mears, Melody Raub, Mike Steele, Unity Stevens, Stan Stoops

**Members Absent:** Jim Cary, Shawn Maine

**Advisory members and guests present:** Tasha Beghtol, Amy McLaughlin, Toni Krana, Melissa Tucker, Rachel Albrecht, Ginger Knisley, Amanda Winslow, Nancy Grannaman

Meeting was called to order by Unity Stevens at 5:00pm with a quorum present

### Consent Agenda

**Motion** to approve the consent agenda, August 27<sup>th</sup>, 2024 minutes, and administrative update as presented.

**Moved:** Cyndi Mears    **Seconded:** Mike Steele

**Motion carried unanimously**

### Financial Report

Matt Latcham reviewed the financial summaries and the monthly postings report from Central Iowa Juvenile Detention Center. The reports include a summary of program expenditures for the first month of FY25. Low spending is expected for the Dental and Scholarship programs until after school starts.

**Motion to accept the financial summary as presented**

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

**Motion carried unanimously**

### Program Presentation

Toni Krana, CCNC – Trinty Muscatine Public Health, shared updates and answered questions about services provided in Henry, Louisa, Washington and Muscatine counties. The newly opened center in Wayland is doing well and 2 out of 3 centers that were on provisional licenses have completed corrections and now have full licensure.

Nancy Grannaman, CCNC – Lee County Health Department, shared updates and answered questions about services in Des Moines county. The total number of home providers has gone down in the past year, 17 registered providers leaving. One of those providers left home business to re-open a licensed center location. Toni Krana noted that Muscatine has also seen a decline in registered providers this year. Many home providers still struggle with completing an IQ4K application due to outdoor play area requirements.

**Regional Consolidation**

Amanda Winslow, ECI – Iowa Health and Human Services, shared updates regarding the status of the Muscatine ECI Area Board and the work that neighboring ECI Area Directors have been doing to complete required reports and contracts. Discussion was held regarding the process of a merger and timelines. Members agreed by consensus that DHLW is a practical choice for consolidation and they are in agreement to proceed. A formal recommendation will go to the state ECI board on November 1<sup>st</sup> 2024 to dissolve the Muscatine ECI Area board effective December 31<sup>st</sup> 2024 and to assign that county to DHLW.

Members noted it is important to identify an individual from Muscatine county to be seated on the DHLW board as soon as the state action is completed. Tasha Beghtol will coordinate with both boards to transition contracts under DHLW effective January 1<sup>st</sup>, 2025 to ensure there is no gap in current services for families. Additional transition work to revise DHLW bylaws and name will need to be done once the consolidation is final.

**Administrative Update**

A written report was provided.

Meeting adjourned at 6:36pm  
Minutes submitted by Tasha Beghtol, Director

Approved on \_\_\_\_\_

# DHLW Early Childhood Area

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Early Childhood Iowa is a statewide initiative that provides local funding for programs serving all families with children 0-5 years old. The DHLW Early Childhood Area Board consists of up to 15 members representing citizens, elected officials, education, health, human services, faith, business, and consumer. The Board determines community needs for young children, establishes priorities, and provides funding for local programs offering services to families who reside in Des Moines, Henry, Louisa, and Washington counties.

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

**Mission** – The DHLW Early Childhood Area community works together to maximize the status of the health, safety, education and care of children (prenatal through 5 years) and their families.

## Board Membership Application

DHLW board membership requires an average of 2-3 hours per month for a 3-year term, unless fulfilling a shorter term held by a previous member. Members may be asked to serve on ad-hoc committees as needed and attend an extended annual meeting in April/May.

ECI regulations require that every early childhood area board have at least one member representing the positions noted below. Please mark the position that might be a good fit for you:

Business       Elected Official       Human Services       Health       Faith       Education       Citizen  
 Parent/Grandparent/Guardian of a child 0-5 years

### Contact Information

Name: \_\_\_\_\_

Employer: \_\_\_\_\_

Address to receive mail: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

County: \_\_\_\_\_ Best Contact Phone Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

### Background

Are you a direct or indirect recipient of ECI funds or services?      Yes      No      Not sure

Work Experience:

Other Board/Volunteer Experience:

What skills can you contribute to the Board:

Discuss your interest in serving on the Board:

Any other information you would like to share:

How did you find out about the Early Childhood Iowa Board (ECI):

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this application to:**

DHLW Early Childhood Area Director at [tbeghtol@dhlw.org](mailto:tbeghtol@dhlw.org)

If you have any questions about the DHLW Early Childhood Area please contact Tasha Beghtol at 319-461-1369.

# DHLW Early Childhood Area

*Des Moines, Henry, Louisa, Washington*

## Nominating Committee

### Minutes

**October 15<sup>th</sup> 2024**

**5:00pm**

Location: Online zoom

<https://us02web.zoom.us/j/86935281393?pwd=aCTwjQ8wugUCIjHDcFviiPPIHcaQDA.1>

Meeting ID: 869 3528 1393

Passcode: 585828

**Members Present:** Tasha Beghtol, Unity Stevens, and Cyndi Mears

#### 1. Review and discuss potential nominees for board membership

Members reviewed the membership application from Rev. Paris White. The DHLW Board currently has one vacancy and may fill that vacancy at any time, per DHLW Bylaws. Committee members agreed by consensus to recommend that Rev. White be considered for membership at the November board meeting.

#### 2. Review and discuss nominations for Executive Committee positions

##### General membership

Tasha Beghtol reviewed the current board matrix. Four members have terms ending on December 31<sup>st</sup>, Shawn Maine, Jim Cary, Bailea Grier, and Mike Steele. The DHLW Bylaws do not have a limit on the number of terms. Tasha will reach out to them regarding their interest in starting new terms prior to the November meeting. New terms are effective January 1<sup>st</sup> 2025.

All required representation are currently met. The Board will need to identify a member to fulfill the role of parent/guardian/grand parent of a child 0-5 by FY26 as the current member's children will be older than 5 yr by that time.

##### Executive Committee

Discussion held regarding current officer roles and eligible members. Unity Stevens and Tricia Lipski have completed 2 terms on the Executive committee and are no longer eligible. Melody Raub and Matt Latcham are eligible for one more term as an officer. Members nominate the following positions to be reviewed and accepted at the November meeting. Officers are considered for approval and begin terms at the January 21<sup>st</sup> meeting.

- Chair – Matt Latcham
- Vice Chair – Cyndi Mears
- Treasurer – Melody Raub
- Secretary – Bailea Grier (pending acceptance of a new term and interest in the role)

*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.*

Bank balance as of 10/31/2024 \$ 364,071.30

CIJDC October financial report			
REVENUE		EXPENDITURE	
FY24 carryover	\$ 77,527.52	YTD expenditures	\$ 244,048.99
FY25 revenues	\$ 421,882.50	SEI EC Project reimbursements	\$ (22,642.22)
interest earned YTD	\$ 698.67	ICAP pd in June	\$ 2,987.00
		Assn' dues pd in June	\$ 938.00
		ICAP reimbursement	\$ (188.16)
	<b>\$ 500,108.69</b>		<b>\$ 225,143.62</b>

SUMMARY BY CONTRACT

PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1 CCNC - Henry/Louisa/Washington	\$ 55,188.00	\$ 13,290.65	\$ 41,897.35	24%
2 CCNC - DSM Co	\$ 41,867.53	\$ 10,573.85	\$ 31,293.68	25%
3 HOPES - Des Moines Co	\$ 73,406.03	\$ 15,798.80	\$ 57,607.23	22%
4 Bonus HOPES - DSM co	\$ 8,156.00	\$ -	\$ 8,156.00	0%
5 THE FAMILY CONNECTION	\$ 257,910.00	\$ 63,039.41	\$ 194,870.59	24%
6 Bonus Family Connection	\$ 28,848.00	\$ 6,130.20	\$ 22,717.80	21%
7 Louisa Healthy Families (HOPES)	\$ 78,003.00	\$ 17,899.05	\$ 60,103.95	23%
8 Bonus Louisa Healthy Families	\$ 8,664.00	\$ 1,841.10	\$ 6,822.90	21%
9 SEI EC Project (DHLW only)	\$ 122,181.29	\$ 30,633.59	\$ 91,547.71	25%
10 PRESCHOOL SCHOLARSHIPS - All	\$ 45,685.00	\$ 2,703.94	\$ 42,981.06	6%
11 DENTAL	\$ 65,000.00	\$ 19,902.92	\$ 45,097.08	31%
12 Quality Improvement Grants (4.9a)	\$ -	\$ -	\$ -	#DIV/0!
13 STAFF & Benefits	\$ 102,392.00	\$ 34,688.15	\$ 67,703.85	34%
14 MILEAGE	\$ 5,000.00	\$ 827.87	\$ 4,172.13	17%
15 EC ADMINISTRATION	\$ 3,332.56	\$ 1,514.32	\$ 1,818.24	45%
16 SR- ADMINISTRATION	\$ 13,464.90	\$ 5,899.77	\$ 7,565.13	44%
17 SR general SUMMIT*	\$ 3,000.00	\$ 400.00	\$ 2,600.00	13%
TOTAL	\$ 912,098.31	\$ 225,143.62	\$ 686,954.70	25%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 35,464.90	\$ 13,357.76	\$ 22,107.14	38%
SR - QUALITY IMPROVEMENT	\$ 64,130.22	\$ 20,704.21	\$ 43,426.01	32%
SR - GENERAL	\$ 587,313.44	\$ 132,796.11	\$ 454,517.33	23%
SR General SUMMIT	\$ 3,000.00	\$ 400.00	\$ 2,600.00	13%
SR General SEI EC Project (DHLW portio	\$ 47,182.00	\$ 11,341.57	\$ 35,840.44	24%
EC ADMIN	\$ 8,832.56	\$ 3,387.45	\$ 5,445.11	38%
EC - General SEI EC Project (DHLW portio	\$ 75,000.00	\$ 19,292.02	\$ 55,707.98	26%
EC - GENERAL	\$ 100,369.40	\$ 23,864.50	\$ 76,504.90	24%
TOTAL	\$ 921,292.52	\$ 225,143.62	\$ 696,148.91	24%

Central Iowa Detention  
 DHLW #1 Postings Report- MONTH CASH  
 October 2024

Num	Date	Name	Account	Paid Amount
DEP	10/11/2024	ECI	DHLW EC Admn	2,119.75
DEP	10/11/2024	ECI	DHLW EC General	40,298.25
DEP	10/11/2024	ECI	DHLW SR General	144,491.50
DEP	10/11/2024	ECI	DHLW SR Quality Improvement	15,609.25
DEP	10/11/2024	ECI	DHLW SR Admn	8,422.50
2009	10/22/2024	CIJDC	DHLW EC Admn VISA	-24.62 ✓
2012	10/22/2024	Trinity Muscatine Public Health	DHLW EC General CCMC	-4,644.68 ✓
2013	10/22/2024	Lee county Health	DHLW EC General CCMC	-4,715.53 ✓
2010	10/22/2024	Community Action of Southeast Iowa	DHLW SR General PS Scholarships	-1,221.45 ✓
2011	10/22/2024	Lutheran Services in Iowa	DHLW SR General Luisa HFA w/Bonus	-7,998.30 ✓
2015	10/22/2024	Henry County Extension	DHLW SR General Family Conn w/Bonus	-26,597.60 ✓
2017	10/22/2024	Lee county Health	DHLW SR General HOPES BSN	-4,258.23 ✓
2014	10/22/2024	Lee county Health	DHLW SR General Dental	-19,902.92 ✓
2009	10/22/2024	CIJDC	DHLW SR Admn VISA	-104.98 ✓
2016	10/22/2024	Henry County Extension	DHLW EC-SEI EC Project	-5,197.53 ✓
2016	10/22/2024	Henry County Extension	DHLW SR-SEI EC Project	-8,926.18 ✓
DEP	10/31/2024	ECI	DHLW EC Admn ICAP Reimbursement	39.51 ✓
2018	10/31/2024	CIJDC	DHLW EC Admn	-565.13
2018	10/31/2024	CIJDC	DHLW SR Admn	-2,219.01
2018	10/31/2024	CIJDC	DHLW SR Quality Improvement	-4,729.21
2018	10/31/2024	CIJDC	DHLW SR General	-1,219.04
INT	10/31/2024	ECI	DHLW EC General	54.76
INT	10/31/2024	ECI	DHLW SR General	219.06
DEP	10/31/2024	ECI	DHLW SR Admn ICAP Reimbursement	148.65 ✓
TOTAL				<u>119,078.82</u>

*Ind Qtr payments*

*staff + fiscal*

# **DHLW Early Childhood Area**

*Des Moines, Henry, Louisa, Washington*

## **Executive Committee Minutes**

**October 7, 2024  
12:00pm**

### **Join Zoom Meeting**

**Meeting ID: 831 9704 5138  
Passcode: 009892**

Members present: unity Stevens, Tricia Lipski, Matt Latcham, Melody Raub, and Tasha Beghtol

#### **1. Contract bonuses – Family support programs**

Tasha Beghtol reviewed the visit benchmarks achieved by each of the 3 family support programs. Louisa Healthy Families (@ 97% visit benchmark) and The Family Connection (@ 87% visit benchmark) each earned an 85% bonus. HOPES Des Moines county did not complete enough visits to earn a bonus (@ 38% visit benchmark). Number of visits achieved are downloaded by Tasha through the DAISEY web based system.

#### **2. Muscatine transition**

Tasha Beghtol provided updates on the transition process and reviewed contracts that need to be considered at the DHLW November meeting. The November 19<sup>th</sup> DHLW agenda will include amendments with LSI and Trinity Muscatine Public Health to expand current services, and new contracts for coordinated intake, supportive services, and preschool transportation.

Discussion was held regarding a request to the Muscatine board to reimburse the DHLW board for the time that Tasha has spent completing work for Muscatine since September 1st. Members agreed by consensus that 30% was a fair reflection based on overall time spent. Tasha will ask the state office to include an MOU request on the Muscatine October agenda for consideration.

Discussion was held regarding director salary and options for increases and/or bonuses related to the additional work with Muscatine. The staffing structure for a new 5-county region is not clear at this time. Tasha noted that once the merger is complete in January and contracts are in place she will have a better understanding of regular work load adjustments needed. CIJDC holds several coordination contracts and can provide guidance on appropriate salaries and options. Members agreed by consensus to have Tasha reach out to CIJDC for options and recommendations.

*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.*



### 3. Director Professional development

Tasha shared information about various options to complete a GIS certificate. One online course option costs \$499 and includes access to the mapping software for one year. Other options are available, but have a much higher cost. The skills will be applied to the completion of the new regional EC Plan. Members agreed by consensus that DHLW may pay for the \$499 course. Funds will come from Administration dollars and do not require full board action.

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<b>Contract Bonus - LSI LOUISA HEALTHY FAMILIES</b>					
<b>Bonus budget</b>	<b>\$ 8,664.00</b>	<b>QTR max</b>	<b>\$ 2,166.00</b>	<b>85% QTR</b>	<b>\$ 1,841.10</b>
	# visits required	# visits achieved	% achieved	amount of bonus earned	balance
QTR 1	90	87	97%	\$ 1,841.10	\$ 6,822.90
QTR 2	90				
QTR 3	90				
QTR 4	90				
total	360	87		\$ 1,841.10	\$ 6,822.90

<b>Contract Bonus -HOPES DES MOINES</b>					
<b>Bonus budget</b>	<b>\$ 8,156.00</b>	<b>QTR max</b>	<b>\$ 2,039.00</b>	<b>85% QTR</b>	<b>\$ 1,733.15</b>
	# visits required	# visits achieved	% achieved	amount of bonus earned	balance
QTR 1	78	30	38%	\$ -	\$ 8,156.00
QTR 2	78				
QTR 3	78				
QTR 4	78				
total	312	30		\$ -	\$ 8,156.00

<b>Contract Bonus - FAMILY CONNECTION</b>					
<b>Bonus budget</b>	<b>\$ 28,848.00</b>	<b>QTR max</b>	<b>\$ 7,212.00</b>	<b>85% QTR</b>	<b>\$ 6,130.20</b>
	# visits required	# visits achieved	% achieved	amount of bonus earned	balance
QTR 1	312	275	88%	\$ 6,130.20	\$ 22,717.80
QTR 2	312				
QTR 3	312				
QTR 4	312				
total	1248	275		\$ 6,130.20	\$ 22,717.80

# DHLW Early Childhood Area

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## Administrative Update

November 2024

### ECI Update

The ECI State Board met on November 1, 2024. Information can be found on the [Iowa HHS website under 'public meetings'](#) and members from the public are welcome to attend. Items on the November 1<sup>st</sup> agenda included:

- Welcoming 4 new board members: Unity Stevens, Melissa Miller, Emily Westergard, and Dave Muhlbauer
- Approval of the recommendation to merge Muscatine ECI with the DHLW Early Childhood Area board. The merger takes effect January 1, 2025.
- Reviewed and approved a merger request from Kids First Communities ECI. The 2 ECI area boards currently share a director and are seeking to merge under one board effective FY26. The new area will be 7 counties along the southern part of the state. Total population of children 0-5 as a 7-county ECI Area is 3102.
- Rhonda Rairden-Nelson provided a presentation on the Infant and Early Childhood Mental Health annual report ([IECMH](#)). ECI provides state level PD funds to support the work of IECMH.
- Dr Heather Rouse provided a presentation and answered questions regarding the FY24 ECI Family Support Annual Report. The report highlights different characteristics, enrollment trends, and outcomes of the family support models used by ECI Areas. The report was created by the [I2D2](#) team.
- Amanda Winslow share information about the new [Thrive Iowa](#) initiative and the ECI areas that are piloting the projects.

### Association of ECI Area Boards and Advocates

- The Association annual meeting is November 14<sup>th</sup> 2024 in Des Moines. A professional development pre-conference event will be held on November 13<sup>th</sup> for local ECI Area Directors.
- Save the Date! The 2025 Breakfast on the Hill and Social event have been scheduled for February 25<sup>th</sup> and 26<sup>th</sup>.

### Southeast Iowa Early Childhood Summit 2024

- The summit committee met on October 2nd. The committee is planning for the return of Jim Gill concerts in Burlington, Keokuk, and Williamsburg on March 21<sup>st</sup> and 22<sup>nd</sup> 2025. The Burlington family concert and resource fair is being planned in partnership with The Day of the Child.
- The all-day child care conference is returning to Mt Pleasant on April 26<sup>th</sup> 2025. The Belle Center, formerly Iowa Wesleyan University Library, is the tentative location for this year's events. Session details are being finalized with a topic focus on brain development.

- The summit committee, in partnership with CARES (Des Moines County Child Abuse Prevention Council), is reviewing options to host a film event at the Burlington Capitol Theater. A short film with post viewing discussion was a part of the summit activities in previous years.

## **Muscatine Transition & Contract Updates**

### Preschool Scholarships & Transportation

The Muscatine board provides scholarships for preschool tuition and transportation. Both of these programs have been run directly from the Muscatine ECI office. After the resignation of the Muscatine Director and learning that Muscatine may not remain as a single county, a local partner was asked to help. A short-term contract was approved by the Muscatine ECI Board with United Way of Muscatine to coordinate the scholarship program through December 31<sup>st</sup>.

United Way was able to locate applications that had been submitted and get the word out for new applications to be accepted. Quickly into the contract, it became evident that the maximum scholarship for preschool tuition needed to be reconsidered. One preschool was considerably high @ \$410/mo with the next level down being @ \$120/mo. The Muscatine Board revisited the conversation about tuition and a contract amendment was approved in October to increase the monthly maximum from \$85/mo to \$150/mo. The tuition cap allowed for 5 out of the 6 children on scholarship to be served fully.

While reviewing the needed changes for tuition maximum, it became evident that the contract would be more appropriate separated by service type, transportation and tuition scholarship. The transportation portion is serving more children and utilizing significantly more of the funding. Tasha Beghtol met with Kalisha Lutz, Rachel Albrecht – Nunnikhoven, and Sheri Wilson, Community Action of SE Iowa, on October 9<sup>th</sup> to discuss the possibility of having the DHLW scholarship contract amended to include the 6 children on tuition scholarship in Muscatine. Community Action of SE Iowa agreed to expand effective January 1<sup>st</sup>, 2025. The transportation assistance would continue with United Way of Muscatine under a separate contract. Tasha Beghtol met with Kim Warren and Yesenia Cruz, United Way of Muscatine, on October 29<sup>th</sup> to confirm. that a change in contracts would be mutually agreed on.

### Preschool Scholarship Transition

- United Way of Muscatine and Community Action of SE Iowa will coordinate in November/December to communicate changes to families and preschools. The goal is for families to feel little to no impact of the change.
- Preschools will need to be notified by both entities and given a warm handoff.
- The ASQs process is new to Muscatine preschools. In the past it was done by an outside party. ASQs will be done after the contract has transitioned and Kalisha has had time to connect with everyone.
- The scholarship program under Community Action of SE Iowa has a co-pay for families. The contract amendment needs to exempt Muscatine families from co-pay amounts through FY25.
- The contract amendment with Community Action of SE Iowa will need to include a minimum increase of \$3675 to cover the Muscatine scholarships (January – June), plus additional staff time as determined by Community Action of SE Iowa.

## **Other Updates**

### SEI EC Project (former EC-PBIS)

The SEI EC Project has reduced staff from 3 fulltime to 2 fulltime serving a 9-county area. The contract was significantly reduced in FY25 due to the Muscatine board awarding no funding. The program developed a revised budget and submitted a Telligen grant in July, planning for sustaining the program through FY25 with all 3 staff. The grant was not awarded.

The program is housed in Henry Co ISU Extension, and the Extension Council would not approve a full staff plan without confirmed budget to support it. As a result, the program reduced staff in September and has developed a work plan with 2 fulltime consultants. The program is expected to submit a budget amendment for consideration by the DHLW board.

The SEI E Project Steering Committee met on November 6<sup>th</sup> and discussed the changes of staff and sustainability plans. The committee recognized that target benchmarks will be lower than originally written into the contract due to the reduced staff. Members agreed that a budget amendment to adjust the line items within the total compensation is needed, but a contract amendment is not necessary. The total contract amount will not change.

### Family Support

Sieda, community action agency in Ottumwa, has expanded MIECHV and Coordinated Intake services into Henry County. Families have access to Parents as Teachers (PAT) through The Family Connection or Healthy Families America services through Seida. Staff from Sieda presented at the Henry County interagency meeting in October and answered questions about the new services.

### Childcare

Childcare Wage Enhancement Project (WEP) planning meetings are ongoing in Washington County with partners from WEDG, DHLW and YMCA. A small taskforce has been identified. Several members plan to attend the Iowa Solutions Summit: Childcare, hosted by Iowa Women's Foundation, on November 19<sup>th</sup>, 2024.