

**DHLW Early Childhood Area**  
*Des Moines, Henry, Louisa, Washington*  
August 16<sup>th</sup> 2016  
Washington Public Library, Washington IA

**Minutes**

**Members Present:** Stan Stoops, Mike Steele, Mary Campbell, Tricia Lipski, Paula Buckman, Melody Raub, Dina Saunders, Jim Cary, Chad Reckling, Matt Latcham,

**Members Absent (unexcused):** Jacque Hesseltine

**Advisory members present:** Tasha Beghtol, Amanda McKee, Linda Cavazos, Roberta Sloat, Michelle Ross, Rachel Patterson Rahn, Julie Ledger, Christy Roby-Williams, Rikki Hetzler, Jeanie Wade-Nagel, Sandra Busta, Sheila Temple, Danielle Petit-Majewski, Patti Sallee, Mary Hoffman, Ginger Knisely.

Meeting called to order at 5:05pm by Tricia Lipski

**Motion** to approve the agenda

**Moved:** Mary Campbell      **Seconded:** Jim Cary

**Motion carried unanimously**

**Motion** to approve the minutes of the June 14th 2016 meeting

**Moved:** Melody Raub      **Seconded:** Dina Saunders

**Motion carried unanimously**

**Financial Report**

Tasha Beghtol reviewed the July postings report from Central Iowa Juvenile Detention Center. A majority of the checks listed are FY16 expenses and will be reflected in the annual report financial statements. A summary financial report showing contract expenditures related to Fy17 will be provided at the next meeting.

**Motion** to approve the financial report

**Moved:** Melody Raub      **Seconded:** Mary Campbell

**Motion carried unanimously**

**Program Presentation**

Dental Programs

Racheal Patterson-Rahn of Lee County Health Department (serving Des Moines Co), Sheila Temple of Washington County Public Health (serving Henry & Washington), and Rikki Hetzler of Unity Point Health-Trinity Muscatine Public Health (serving Louisa Co), shared brief overviews of the dental services they provide in each of the counties. Tricia Lipski noted that the board had discussed the dental services at their last meeting and the desire to

increase outreach, but wanted to hear from all programs at the same time due to better understand the differences in cost per service and delivery of services. Washington Co Public Health breakdowns the cost as a per child fee, while the others use a fee per type of service. The educational cost for Muscatine Public Health includes materials and resources and is significantly higher than the educational cost for Lee Co. Washington Co does not charge for education. Sheila Temple noted educational activities are provided by Washington Co, but those costs are covered by the I-Smiles grant. All fees for every program are affected by staff salaries and some variations should be expected.

Melody Raub asked about the total number of kids being reached and how those numbers might be improved. Tasha Beghtol will collect information to compare the total number of kids served to the total eligible kids. Discussion was held regarding the low percentage of children who were referred for treatment and received it. Rachel Patterson-Rahn said that she has done some research on best practice and noted that it may be beneficial to increase the number of varnishes being completed per child in Des Moines County. That would also help to improve the ability of the program to follow up with parents about whether or not a child who was referred actually got the service needed. Christy Roby-Williams, Muscatine Public Health, asked about the possibility of allowing for more explanation on the quarter reports regarding low outcomes. Melody Raub commented that it may be better to focus extra time on increasing services as opposed to more data entry.

### CART Program

Sandra Busta from Grant Wood AEA shared information and answered questions about the Childcare Alliance Response Team program. CART started as a direct referral for children with extreme behavior, but now operates as a professional development opportunity for preschool teachers using Positive Behavioral Interventions and Supports (PBIS) curriculum. Sandra has worked with Washington School District, Highland School District, and Head Start. She will start working with Mid Prairie this year. Jeanie Wade-Nagel, Grant Wood AEA, shared updates about the programs new use of video support for teachers. The videos can help teachers be more self sustained in their efforts to implement PBIS techniques.

### **Program Committee**

The program committee reviewed an RFP from Lutheran Services in Iowa to provide Stork's Nest program in Louisa County. Only one RFP was received. Committee members agreed by consensus to fund the RFP at the full request. It is a needed service and LSI has helped to maintain services during transitions of staff and Stork's Nest board membership. Tasha noted that the board has the funding in the budget to satisfy the full request. The contract would be funded by 3 categories; SR Family Support (\$9,785) SR Quality (\$17,737) and SR General (\$17,737). That would leave approximately \$10,095 in SR Quality and \$12,115 in SR General for future needs should they arise. The recommendation comes from the program committee and a motion is not required.

**Motion** by the Program Committee to fund the RFP for the Stork's Nest program in Louisa County, provided by Lutheran Services in Iowa, at the full request of \$45,258.

**Motion carried unanimously**

## FY16 Annual Report

Tasha Beghtol reviewed FY16 annual report documents. A total of \$238,775.53 EC funds were expended leaving a carryover amount of \$10,309.93 (5%). A total of \$745,023.15 SR funds were expended, leaving a carryover amount of \$96,046.95 (13%). Tasha shared information about the family support data. The state provided Redcap reports for all 8 programs. The summary report provided by Tasha shows both the local program data and the Redcap data pulled directly from the database. Most of the programs still have discrepancies between what they believe their outcome numbers should be as compared to the Recap report. Tasha noted that programs are now using the new system, DAISEY, and she is hopeful that it will be more user friendly and help to eliminate errors, but programs will need to continue to improve their data entry practices.

Three home visitation programs were below the identified benchmarks for number of visits completed, Family Connection – Henry County, Parents as Teachers (PAT) – Des Moines/Louisa, and Home Visitor. Tasha noted that all three programs have been discussed on several occasions throughout the year. PAT is challenged by having only one parent educator. If that single staff person is lost then outcomes may be significantly impacted, as what happened during FY16. The Home Visitor contract has been adjusted for FY17 to better reflect expected services and cost. Tasha noted that Family Connection did not meet benchmarks, but they are steadily improving.

The Stork's Nest and the Nest of Des Moines County both missed the year end Redcap deadline for reporting. As a result, the data from these programs is incomplete or showing zero outcomes and will not be included in the state report. Tasha has discussed the error with program staff. Paula Buckman asked what impact the errors have. Tasha explained that it was a non compliance issue relating to FY16, but the board has already engaged in FY17 contracts so corrective action is limited. The Stork's Nest is being reorganized and the board will no longer be contracting with the same agency. The new DAISEY system will allow Tasha to monitor data entry more closely.

Other data summary highlights and discussion included:

- CCNC – Louisa Co did not meet their benchmark for visits and both contractors were below their benchmark for the percentage of participants who improved health & safety in the environment. FY17 contracts were adjusted in scope and compensation for both contracts.
- Dental – fully discussed during Program Presentations
- Consultation – number of participants reflects only those who received direct services. Providers may contact the program for simple questions or supports without actually participating in the service. Chad Reckling noted that although a high percentage of participants met their goals the goals may be low to begin with. The high percentage outcome does not necessarily reflect a high level of achievements.
- Childcare Staffing – Tasha explained that she is still working with Danville to clean up the data before finalizing the report, due September 15<sup>th</sup>. The annual report requires that these 2 programs be collated into one report so high numbers from one contract will offset low numbers from the other.

**Motion** to approve the FY16 Annual Report and financial statements for online submission to the state office no later than September 15<sup>th</sup> 2016.

**Moved:** Matt Latcham    **Seconded:** Paula Buckman

**Motion carried unanimously**

**Administrative Update**

Todd Bagby shared information about the assessment process completed over the summer. Childcare focus groups were completed in 4 cities and a regional partner meeting, including the Lee/Van Buren area, was held in Burlington. A parent/community survey has been drafted and was reviewed by the Parent Council. Tasha Beghtol and Ginger Knisely will continue the assessment process and working on a regional Early Childhood Plan.

**Other**

Tasha asked for volunteers for to work with Chad Reckling and members from the Lee/Van Buren Area board on a committee that will review the services provided by ECI contracted childcare consultants and services provided by CCR&R. Tasha and Ginger will convene the joint committee over the next 5-6 months so that both boards may have information and/or recommendations for FY18 discussions. Mike Steele and Tricia Lipski agreed to participate. Chad Reckling will be the chair for this committee.

Motion to adjourn by Mary Campbell

Meeting adjourned at 7:15pm

Next meeting will be September 20<sup>th</sup> 2016 in Columbus Junction

Minutes submitted by Tasha Beghtol, Director

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

Secretary \_\_\_\_\_