



DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Draft

Agenda
August 16th 2022

5:30pm

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

Call to order (Establishment of quorum)

Approval of Agenda

Action

Review/Acceptance of Minutes

Action

1. Consider approval of June 21st and June 30th 2022 minutes

Financial Report – Treasurer

Action

2. Consider approval of current financial summary
3. FY23 budget – update and review of allocated funds

Contract Amendment -

Action

4. Consider contract amendment with First Children's Finance. Extension of agreement period.

FY22 Annual Report

Action

5. Annual report presentation
6. Consider approval of FY22 Annual Report and Financial Statements

Administrative update – Tasha Beghtol

Information

Open Public Input

Online option:

Topic: DHLW Board

Time: Aug 16, 2022 05:30 PM Central Time (US and Canada)

Every month on the Third Tue, until Jun 20, 2023, 8 occurrence(s)

Aug 16, 2022 05:30 PM

Sep 20, 2022 05:30 PM

Nov 15, 2022 05:30 PM

Jan 17, 2023 05:30 PM

Feb 21, 2023 05:30 PM

Mar 21, 2023 05:30 PM

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.

May 16, 2023 05:30 PM

Jun 20, 2023 05:30 PM

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

Monthly: [https://us02web.zoom.us/meeting/tZMsf-](https://us02web.zoom.us/meeting/tZMsf-GtqDwqEtLr_8qqA66cFHD9RFV_WqGk/ics?icsToken=98tyKuGvrzMiH9KSsBGBRpwEBYqgWe_wpmZfj7dxjiC9EjFyNFX1EMpma4BZJufn)

[GtqDwqEtLr_8qqA66cFHD9RFV_WqGk/ics?icsToken=98tyKuGvrzMiH9KSsBGBRpwEBYqgWe_wpmZfj7dxjiC9EjFyNFX1EMpma4BZJufn](https://us02web.zoom.us/meeting/tZMsf-GtqDwqEtLr_8qqA66cFHD9RFV_WqGk/ics?icsToken=98tyKuGvrzMiH9KSsBGBRpwEBYqgWe_wpmZfj7dxjiC9EjFyNFX1EMpma4BZJufn)

Join Zoom Meeting

<https://us02web.zoom.us/j/87188567086?pwd=WVdyMUR0a05SUCsxa05WQ1kzWEpmQT09>

Meeting ID: 871 8856 7086

Passcode: 709395

One tap mobile

+16469313860,,87188567086#,,, *709395# US

+13017158592,,87188567086#,,, *709395# US (Washington DC)

Dial by your location

+1 646 931 3860 US

+1 301 715 8592 US (Washington DC)

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 558 8656 US (New York)

+1 386 347 5053 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 9128 US (San Jose)

+1 719 359 4580 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

Meeting ID: 871 8856 7086

Passcode: 709395

Find your local number: <https://us02web.zoom.us/u/kdoob50bYB>

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
June 21st 2022 5:30pm
206 N Main St., Mt Pleasant IA.

Minutes

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

Members Absent: Andrea Bowen, Shane McCampbell

Advisory members and guests present: Tasha Beghtol, Jan Shelman, Emily Tolkiem, Roberta Sloat, Amy McLaughlin, Linda Cavazos, Toni Krana, Alicia Gieselman

Meeting was called to order by Unity Stevens at 5:30pm with a quorum present

Agenda

Motion to approve the agenda as presented

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

Motion carried unanimously

Minutes

Motion to approve minutes of the May 17th 2022 meeting as submitted

Moved: Brad Quigley **Seconded:** Matt Latcham

Motion carried unanimously

Tricia Lipski arrived at 5:40

Financial Report

Tasha Beghtol reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. RVAP and Louisa Co dental services will have significant unspent funds. The summit line item shows 317% spent until the board receives reimbursements from local partners. The estimated total for DHLW on the summit is \$2000.

Motion to approve the financial summary as presented

Moved: Melody Raub **Seconded:** Cyndi Mears

Motion carried unanimously

RFP/RFR Committee – FY23 Process Continued

Mt Pleasant Community Childcare Center

Motion to untable the recommendation for funding from the Mt Pleasant Community Childcare Center

Moved: Melody Raub **Seconded:** Brad Quigley

Motion carried unanimously

Members reviewed meeting notes from the June 9th RFP/RFR Committee and discussed the recommendation for funding to the Mt Pleasant Childcare Center along with specific action steps and monitoring to be completed.

Motion to approve \$50,000 to the Mt Pleasant Community Childcare Center as recommended by the committee.

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

Motion carried unanimously

Family Connection

Members reviewed an updated budget and contract benchmarks for the Family Connection program through Henry Co ISU Agricultural Extension.

Motion to approve the contract with Henry Co agricultural Extension to support the Family Connection program serving Henry and Washington counties.

Moved by Brad Quigley **Seconded** by Matt Latcham

Motion carried unanimously

Preschool Scholarships

Members reviewed an updated budget and contract benchmarks for the preschool scholarship program through Community Action of SE Iowa. Tasha Beghtol shared that the program has confirmed by email that the tuition reimbursement rate will remain the same. The program will let the DHLW office know if increased enrollment requires consideration of additional funds later in the year.

Motion to approve the contract with Community Action of Southeast Iowa for the Preschool Scholarship Program.

Moved by Mike Steele **Seconded** by Brad Quigley

Abstention by Cyndi Mears

Motion carried

Burlington Early Childhood Center

Members reviewed an updated budget and contract benchmarks for the Burlington Community School District. Tasha Beghtol shared that the payout of the contract will be 12 equal claims.

Motion to approve the contract with Burlington Community School District supporting staff at the Early Childhood Center.

Moved by Cyndi Mears **Seconded** by Stan Stoops

Motion carried unanimously

EC-PBIS

Tasha Beghtol reviewed the EC-PBIS contract and final budget for the pilot project. One contract with all 4 partner ECI Areas and Henry CO ISU Agricultural Extension. A steering committee including all 4 ECI Area Directors will meet regularly as the monitoring body for the contract. DHLW will function as the fiscal flow through, paying bills in full and sending claims to partners for reimbursement. The total contract compensation is \$233,625 and includes 3 fulltime consultants. Consultant positions will be advertised in July with expected start dates to be September 1st. The DHLW portion of the project is \$119,148.75

Motion to approve the EC-PBIS contract and budget with Henry County ISU Agricultural Extension.

Moved by Melody Raub

Seconded by Unity Stevens

Motion carried unanimously

EPIC and PAT programs

Tasha Beghtol shared that both the EPIC program through Young House Family Services and the PAT program through Community Action of SE Iowa have declined the funding offers from DHLW. Both programs will stop as of July 1st. Discussion was regarding equipment that was paid for by DHLW and its current condition as identified by the programs. Members agreed by consensus, that all equipment, regardless of condition, should be cleared of data and then be returned to the DHLW office. Computers will be made available to other currently funded programs.

The closure of PAT and EPIC will reduce the services available in Des Moines Co. Tasha Beghtol handed out a letter from Lee Co Health Department regarding their interest and ability to provide family support home visitation. Tasha shared that she reached out to Lee Co as the current MIECHV and HOPES provider already serving Des Moines County. Other DHLW funded may have an interest in expanding. Members agreed by consensus to request some additional information from Lee Co and to reach out to Family Connection and LSI to gauge their interest before moving forward with Lee Co. A special meeting may be called to get a contract in place by July.

Administrative Update

A written report was provided in the board packet.

Motion to adjourn at 7:00pm by Melody Raub

Minutes submitted by Tasha Beghtol, Director

Approved on _____ Secretary _____

DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Draft

Minutes

June 30th 2022, 3:00pm

Public Library

115 W Washington St

Washington, IA

Online option https://us02web.zoom.us/j/83858006052?pwd=OGWKrr_fn9KpVO9sn_HmE8-Vw8OqwT.1

Board members present: Tricia Lipski, Cyndi Mears, Shane McCampbell, Melody Raub, Mike Steele, Unity Stevens

Advisory Members present: Tasha Beghtol, Arin Jones, Roberta Sloat, Martha Hernandez, Amy McLaughlin

Call to order (Establishment of quorum)

Meeting was called to order by Tricia Lipski at 3:00pm with a quorum present

Approval of Agenda

Motion to approve the agenda as presented

Moved by Cyndi Mears

Seconded by Unity Stevens

Motion Carried unanimously

RFP/RFR FY23 Process continued

Members reviewed the contract with Mt Pleasant Community Childcare Center. Total compensation as approved at the June 21st meeting is \$50,000. Contract includes a requirement for an audit and regular updates in addition to the standard reports.

Motion to approve the contract with Mt Pleasant Community Childcare Center with a word correction in Section 5.0 A 11.

Moved by Melody Raub

Seconded by Mike Steele

Motion carried unanimously

Family Support Services – Des Moines County

Tasha Beghtol reviewed additional information provided by Lee Co Health Dept regarding the offer to provide family support home visitation services in Des Moines Co. Tasha shared that the other family support programs had been contacted regarding their interest in providing the services. All other programs have declined interest at this time. The contract with Lee Co Health Dept includes a total compensation of \$67,645 and would include a .75FTE parent specialist (educator). Target benchmarks for the initial year will include serving 13 families and completing 320 visits. Contract will be effective July 1st.

Motion to approve the contract with Lee County Health Department for the HOPES program in Des Moines County.

Moved by Melody Raub

Seconded by Cyndi Mears

Motion carried unanimously

Motion to adjourn at 3:25pm

CIJDC financial report ending July 2022

REVENUE

FY22 carryover \$ 146,779.93
 FY23 revenues \$ 223,080.50
 interest earned YTD \$ 11.85

EXPENDITURE

YTD expenditures \$ 10,616.89

\$ 369,872.28

\$ 10,616.89

SUMMARY BY CONTRACT

	PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1	CCNC - Henry/Louisa/Washington	\$ 49,883.00	\$ -	\$ 49,883.00	0%
2	CCNC - DSM Co	\$ 37,671.00	\$ -	\$ 37,671.00	0%
3	Burlington CSD	\$ 57,500.00	\$ -	\$ 57,500.00	0%
4	Mt Pleasant Childcare	\$ 50,000.00	\$ -	\$ 50,000.00	0%
5	First Children's Finance	\$ 3,600.00	\$ -	\$ 3,600.00	0%
6	HOPES - Des Moines Co	\$ 67,675.00	\$ -	\$ 67,675.00	0%
7	THE FAMILY CONNECTION	\$ 301,000.00	\$ -	\$ 301,000.00	0%
8	Louisa Healthy Families (HOPES)	\$ 83,456.00	\$ -	\$ 83,456.00	0%
9	PRESCHOOL SCHOLARSHIPS - All	\$ 50,000.00	\$ -	\$ 50,000.00	0%
10	DENTAL - Henry/Washington	\$ 5,075.00	\$ -	\$ 5,075.00	0%
11	DENTAL - Louisa Co	\$ 1,477.56	\$ -	\$ 1,477.56	0%
12	DENTAL - DSM Co	\$ 15,550.86	\$ -	\$ 15,550.86	0%
13	Quality Improvement Grants (4.9a)	\$ -	\$ -	\$ -	#DIV/0!
14	STAFF	\$ 93,102.00	\$ 7,074.64	\$ 86,027.36	8%
15	MILEAGE	\$ 3,500.00	\$ 66.25	\$ 3,433.75	2%
16	EC ADMINISTRATION	\$ 4,587.12	\$ 771.14	\$ 3,815.98	17%
17	SR- ADMINISTRATION	\$ 10,341.53	\$ 2,504.86	\$ 7,836.67	24%
18	SR general SUMMIT**	\$ 3,000.00	\$ 200.00	\$ 2,800.00	7%
	TOTAL	\$ 837,419.07	\$ 10,616.89	\$ 826,802.18	1%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 36,341.53	\$ 4,485.77	\$ 31,855.76	12%
SR - QUALITY IMPROVEMENT	\$ 71,520.91	\$ 4,806.24	\$ 66,714.67	7%
SR - GENERAL	\$ 717,818.73	\$ -	\$ 717,818.73	0%
SR general SUMMIT (DHLW portion)	\$ 3,000.00	\$ 200.00	\$ 2,800.00	7%
EC ADMIN	\$ 9,587.14	\$ 1,124.88	\$ 8,462.26	12%
EC - GENERAL	\$ 203,833.61	\$ -	\$ 203,833.61	0%
TOTAL	\$ 1,042,101.92	\$ 10,616.89	\$ 1,031,485.03	1%

FY23

11:06 AM
08/02/22
Cash Basis

Central Iowa Detention
DHLW #1 Postings Report- MONTH CASH
July 2022

Num	Date	Name	Account	Paid Amount
1647	07/12/2022	ICAP	DHLW EC Admn } <i>Liability Insurance</i>	-542.64 ✓
1647	07/12/2022	ICAP	DHLW SR Admn }	-2,041.36 ✓
1648	07/12/2022	Van Dijk Consultants	DHLW SR Summit	-200.00 ✓
DEP	07/25/2022	ECI	DHLW SR General	✓ 153,156.75
DEP	07/25/2022	ECI	DHLW SR Quality Improvement	✓ 15,758.25
DEP	07/25/2022	ECI	DHLW SR Admn	✓ 8,820.50
DEP	07/28/2022	ECI	DHLW EC Admn	✓ 2,267.25
DEP	07/28/2022	ECI	DHLW EC General	✓ 43,077.75
1666	07/30/2022	CIJDC	DHLW EC Admn	-582.24
1666	07/30/2022	CIJDC	DHLW SR Admn	-2,444.41
1666	07/30/2022	CIJDC	DHLW SR Quality Improvement	-4,806.24
INT	07/31/2022	ECI	DHLW EC General <i>Interest</i>	2.84 ✓
INT	07/31/2022	ECI	DHLW SR General <i>Interest</i>	9.01 ✓
TOTAL				<u>212,475.46</u>

1st qtr payments
staff & fiscal fees

CIJDC financial reports ending June & July 2022 (FY22)

REVENUE

FY21 carryover	\$	168,007.25
FY22 revenues	\$	902,367.00
interest earned YTD	\$	38.24

\$ 1,070,412.49

EXPENDITURE

YTD expenditures	\$	940,620.14
summit reimbursements	\$	(7,708.10)
CART void	\$	(4,448.46)
Gill void	\$	(1,750.00)
*EPIC refund	\$	(3,081.02)

\$ 923,632.56

SUMMARY BY CONTRACT

	PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1	CCNC - Henry/Louisa/Washington	\$ 52,866.00	\$ 47,405.00	\$ 5,461.00	90%
2	CCNC - DSM Co	\$ 35,688.00	\$ 35,688.00	\$ -	100%
3	Burlington CSD	\$ 112,796.00	\$ 101,974.04	\$ 10,821.96	90%
4	CART - Washington Co	\$ 22,467.11	\$ 22,183.73	\$ 283.38	99%
5	RVAP	\$ 4,435.81	\$ 481.20	\$ 3,954.61	11%
6	Mt Pleasant Childcare	\$ 72,000.00	\$ 60,752.77	\$ 11,247.23	84%
7	First Children's Finance	\$ 10,875.00	\$ 7,275.00	\$ 3,600.00	67%
8	FAMILY CONNECTION - Washington	\$ 14,133.28	\$ 14,133.28	\$ -	100%
9	THE FAMILY CONNECTION	\$ 254,059.00	\$ 237,555.16	\$ 16,503.84	94%
10	Louisa Healthy Families (HOPES)	\$ 77,464.00	\$ 71,694.84	\$ 5,769.16	93%
11	PAT - Des Moines Co	\$ 70,509.00	\$ 69,449.32	\$ 1,059.68	98%
12	EPIC - Young House	\$ 58,247.64	\$ 50,340.24	\$ 7,907.40	86%
13	PRESCHOOL SCHOLARSHIPS - All	\$ 49,428.00	\$ 42,353.98	\$ 7,074.02	86%
14	DENTAL - Henry/Washington	\$ 14,725.00	\$ 11,168.55	\$ 3,556.45	76%
15	DENTAL - Louisa Co	\$ 13,638.10	\$ 4,195.34	\$ 9,442.76	31%
16	DENTAL - DSM Co	\$ 30,977.76	\$ 22,145.41	\$ 8,832.35	71%
17	Quality Improvement Grants (4.9a)	\$ 20,000.00	\$ 20,000.00	\$ -	100%
18	STAFF	\$ 87,360.00	\$ 85,735.44	\$ 1,624.56	98%
19	MILEAGE	\$ 2,500.00	\$ 2,509.92	\$ (9.92)	100%
20	EC ADMINISTRATION	\$ 4,285.00	\$ 4,123.19	\$ 161.81	96%
21	SR- ADMINISTRATION	\$ 10,833.81	\$ 10,268.15	\$ 565.66	95%
22	SR general SUMMIT**	\$ 3,000.00	\$ 2,200.00	\$ 800.00	73%
	TOTAL	\$ 1,022,288.51	\$ 923,632.56	\$ 98,655.95	90%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 35,333.81	\$ 34,274.28	\$ 1,059.53	97%
SR - QUALITY IMPROVEMENT	\$ 67,582.96	\$ 59,095.05	\$ 8,487.91	87%
SR - GENERAL	\$ 731,176.12	\$ 623,404.12	\$ 107,772.00	85%
SR general SUMMIT (DHLW portion)	\$ 3,000.00	\$ 2,200.00	\$ 800.00	73%
EC ADMIN	\$ 9,785.51	\$ 9,267.37	\$ 518.14	95%
EC - GENERAL	\$ 226,905.16	\$ 195,391.74	\$ 31,513.42	86%
TOTAL	\$ 1,073,783.56	\$ 923,632.56	\$ 150,151.00	86%

FY 22 last round

11:05 AM
08/02/22
Cash Basis

Central Iowa Detention
DHLW #1 Postings Report- MONTH CASH
July 2022

Num	Date	Name	Account	Paid Amount
1649	07/22/2022	CIJDC	DHLW EC Admn <i>VISA</i>	-23.32 ✓
1652	07/22/2022	Masonic Temple Assn.	DHLW EC Admn <i>Room Rental</i>	-33.00 ✓
1650	07/22/2022	St James Preschool	DHLW EC General <i>Policy 4.9c</i>	-767.45 ✓
1661	07/22/2022	Burlington CSD	DHLW EC General	-9,674.60 ✓
1662	07/22/2022	Mt Pleasant Childcare	DHLW EC General	-5,396.92 ✓
1663	07/22/2022	University of Iowa <i>RVAP</i> Program	DHLW EC General	-146.66 ✓
1664	07/22/2022	Grant Wood AEA	DHLW EC General <i>CART</i>	-6,158.47 ✓
1649	07/22/2022	CIJDC	DHLW SR Admn <i>VISA</i>	-82.67 ✓
1652	07/22/2022	Masonic Temple Assn.	DHLW SR Admn <i>Room Rent</i>	-117.00 ✓
1653	07/22/2022	Community of Action of Southeast Iowa	DHLW SR General <i>PAT</i>	-6,916.58 ✓
1654	07/22/2022	Community of Action of Southeast Iowa	DHLW SR General <i>PS scholarships</i>	-7,310.92 ✓
1655	07/22/2022	Lutheran Services in Iowa	DHLW SR General <i>HOPES Lancia</i>	-5,889.28 ✓
1656	07/22/2022	Trinity Muscatine Public Health	DHLW SR General <i>CCNC (1)</i>	-3,946.31 ✓
1657	07/22/2022	Trinity Muscatine Public Health	DHLW SR General <i>dental</i>	-1,000.00 ✓
1658	07/22/2022	Lee county Health	DHLW SR General <i>CCNC</i>	-3,794.03 ✓
1659	07/22/2022	Henry County Extension	DHLW SR General <i>Family Conn</i>	-23,804.85 ✓
→ 1660	07/22/2022	Young House Family	DHLW SR General <i>EPIC (error)</i>	-7,907.40
1651	07/22/2022	Iowa Wesleyan University	DHLW SR Summit <i>Room Rent</i>	-200.00 ✓
1665	07/26/2022	Trinity Muscatine Public Health	DHLW SR General <i>CCNC (2)</i>	-1,101.35 ✓
TOTAL				-84,270.81

Amount paid to EPIC was incorrect - should have been \$4826.38
Retrad mailed to CIJDC 8/3/2022 (\$3081.02)

#1665 - Additional bill allowed. Program discovered formula error and underbilled in previous claims.

DHLW Early Childhood Area
Budget WORKSHEET

FY23 WORKING BUDGET

EARLY CHILDHOOD Revenue

FY22 carryover	\$	32,040.76	includes int	
FY23 allocations	\$	181,380.00		\$ 36,276.00
	\$	-		
TOTAL	\$	213,420.76		

EARLY CHILDHOOD Budget

	BUDGET	CONTRACTS	PROGRAM
21% Admin	\$ 9,587.17		
allocation	\$ 9,069.00	\$ 5,000.00	staff
carryover	\$ 518.17	\$ 2,742.00	fiscal agent,EOR, audit
		\$ 542.64	insurance
		\$ 192.72	Association fees
		\$ 1,109.81	supplies-operation
		\$ 9,587.17	TOTAL
EC GENERAL	\$ 203,833.59		
allocation	\$ 172,311.00	\$ 57,500.00	Burlington CSD
carryover	\$ 31,513.40	\$ 50,000.00	Mt Pleasant CC
int	\$ 9.19	\$ -	QI /PD - Policy 4.9a
		\$ 18,835.00	CCNC - DSM
		\$ 24,941.00	CCNC - HLW
		\$ 35,000.00	PBIS PILOT
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ -	
		\$ 186,276.00	
% reduction			
subtotal	\$ 17,557.59	unallocated	
	\$ 213,420.76	TOTAL EC admin + program	

8% unallocated

DRAFT

SCHOOL READY Revenue

FY22 carryover	\$	114,739.17	includes int	
FY23 allocations	\$	710,942.00		\$ 142,188.40
	\$	-		
TOTAL	\$	825,681.17		\$ 1,039,101.93

SCHOOL READY Budget

CATEGORY	BUDGET	CONTRACTS	PROGRAM
79% Admin	\$ 36,341.53		
allocation	\$ 35,282.00	\$ 26,000.00	staff
carryover	\$ 1,059.53	\$ 5,562.00	fiscal agent,EOR, audit
		\$ 2,041.36	insurance
		\$ 749.74	Association fees
		\$ 1,988.43	supplies-operations
		\$ 36,341.53	TOTAL
Quality Improvement	\$ 71,520.91		
allocation	\$ 63,033.00	\$ 65,602.00	staff
carryover	\$ 8,487.91	\$ -	
% reduction		\$ -	
		\$ 65,602.00	subtotal
		\$ 5,918.91	unallocated
		\$ 71,520.91	TOTAL
General	\$ 717,818.73		
allocation	\$ 612,627.00	\$ 50,000.00	PS Scholarships
carryover	\$ 105,162.68	\$ 83,456.00	Louisa HFA
int	\$ 29.05	\$ -	
		\$ 67,675.00	HOPES- DSM
		\$ 301,000.00	HC Fam Con
		\$ 84,148.75	PBIS PILOT
		\$ 1,477.56	dental-Louisa
		\$ 5,075.00	dental-Hen/Wash
		\$ 15,550.86	dental-DSM
		\$ 28,000.00	DENTAL SET ASIDE
		\$ 18,836.00	CCNC - DSM
		\$ 24,942.00	CCNC - HLW
		\$ 3,675.00	QI/PD - policy 4.9a
		\$ 3,000.00	1st Childrens Finance summit
% reduction		\$ -	
		\$ 686,836.17	
		\$ 30,982.56	unallocated
TOTAL	\$ 825,681.17	\$ 717,818.73	TOTAL
	\$ 213,420.76		
	\$ 1,039,101.93		

RE: [External]contract extension

Action item #4 8/16/22

Angie Rae Duncan <angie@firstchildrensfinance.org>

Thu 8/11/2022 1:49 PM

To: TASHA BEGHTOL <tbeghtol@dhlw.org>

Hi Tasha,

I am so sorry I didn't get back to you sooner. Here are 2 options Heidi and I came up with for going forward, including estimated dates and dollar amounts.

Option 1

Keep original 3 components (financial analysis, financial modeling with budget projections, business plan) and add Board operations/orientation and financial policies. Financial analysis is complete, Board operations/orientation and financial policies are slated to happen next. Cost difference is an additional \$4,000. The timeline would be Board work for 2 months (August & September), financial modeling for 3 months (October-December), and business plan for 3 months (January – March 2023).

Option 2

Keep financial analysis & Financial modeling, add Board operations/orientation, and not do the business plan. This would be at no cost difference to the original contract amount. The timeline would be Board work for 2 months (August & September), financial modeling for 3 months (October-December).

Please let me know which you would like and I will prepare an amendment document with complete details.

Angie Rae Duncan

Senior Business Development Specialist

Cell: 515-229-5064

Angie@FirstChildrensFinance.org

 **First Children's Finance**

1601 22nd Street, Suite 305

West Des Moines, IA 50266

www.firstchildrensfinance.org



From: TASHA BEGHTOL <tbeghtol@dhlw.org>

Sent: Thursday, August 11, 2022 11:55 AM

To: Angie Rae Duncan <angie@firstchildrensfinance.org>

Subject: Re: [External]contract extension

Just circling back to this, thanks!

Tasha Beghtol

DHLW Early Childhood Area

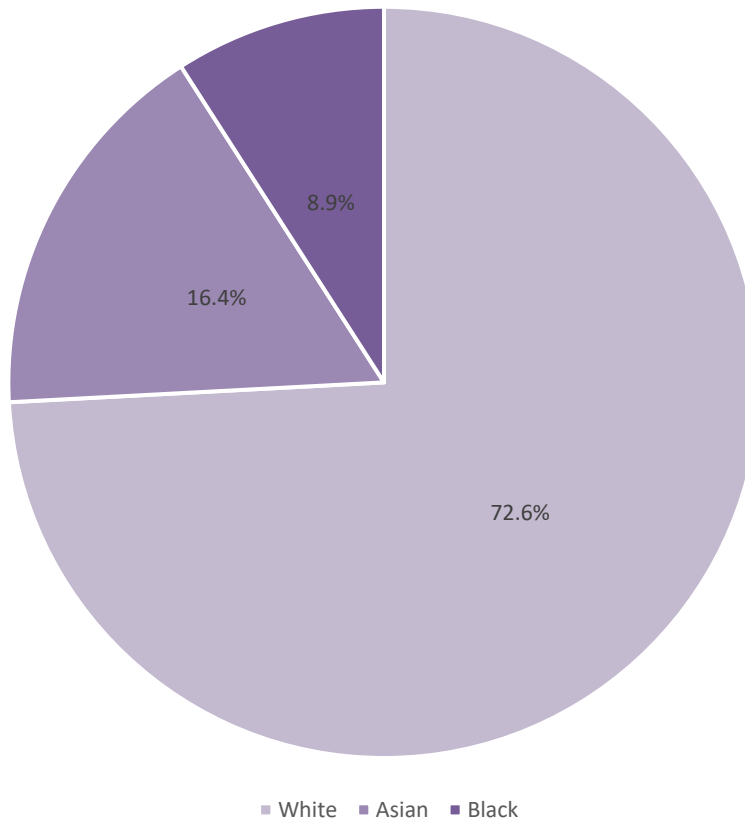
August 16th 2022 board meeting

Fiscal Year 2022

Annual Report Highlights

Family Support

Percent of Families Served by Race



29

Average age
of mother at
enrollment

10.8%

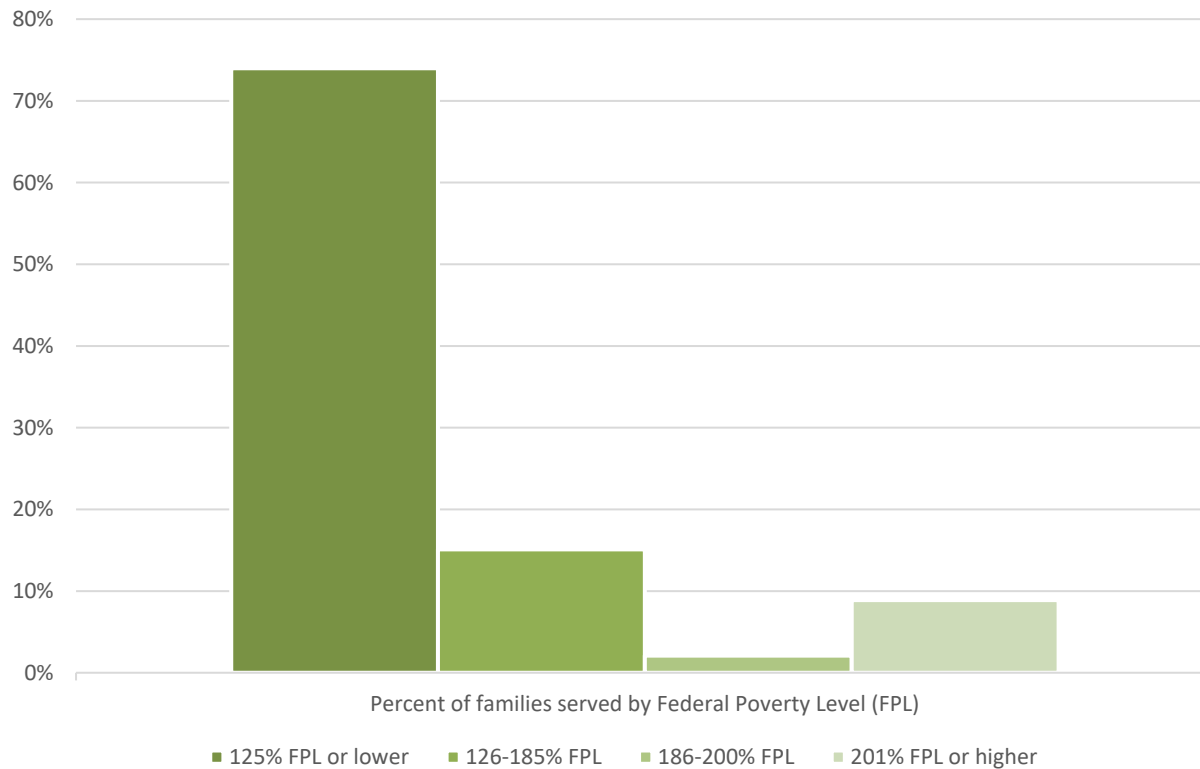
Caregivers
enrolled
prenatally

22.6%

Hispanic/Latino

Family Support

Percent of Families Served by Federal Poverty Level

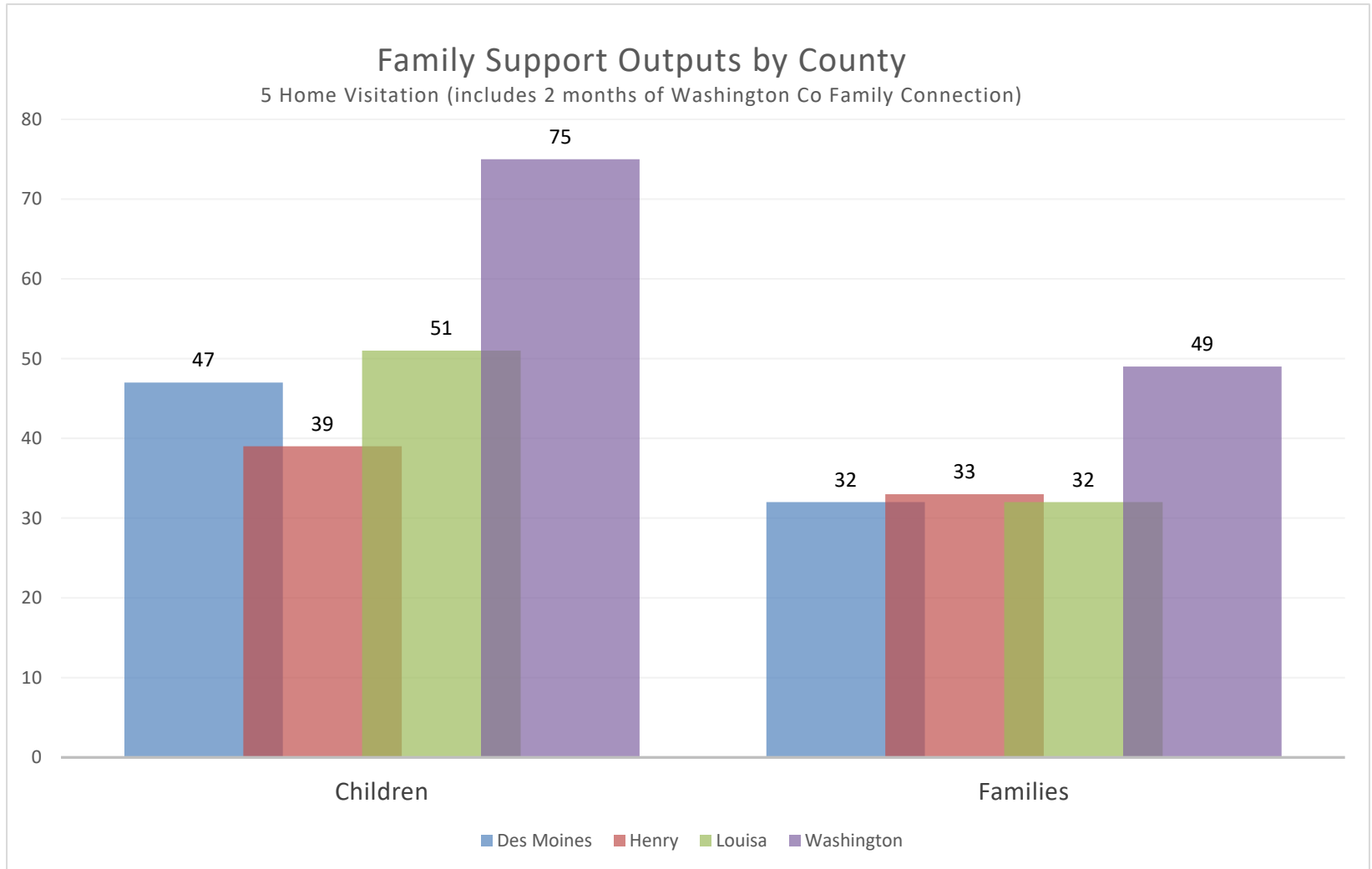


59.6% Married or Partnered

35.6% Single

37.7% Less than High School Diploma

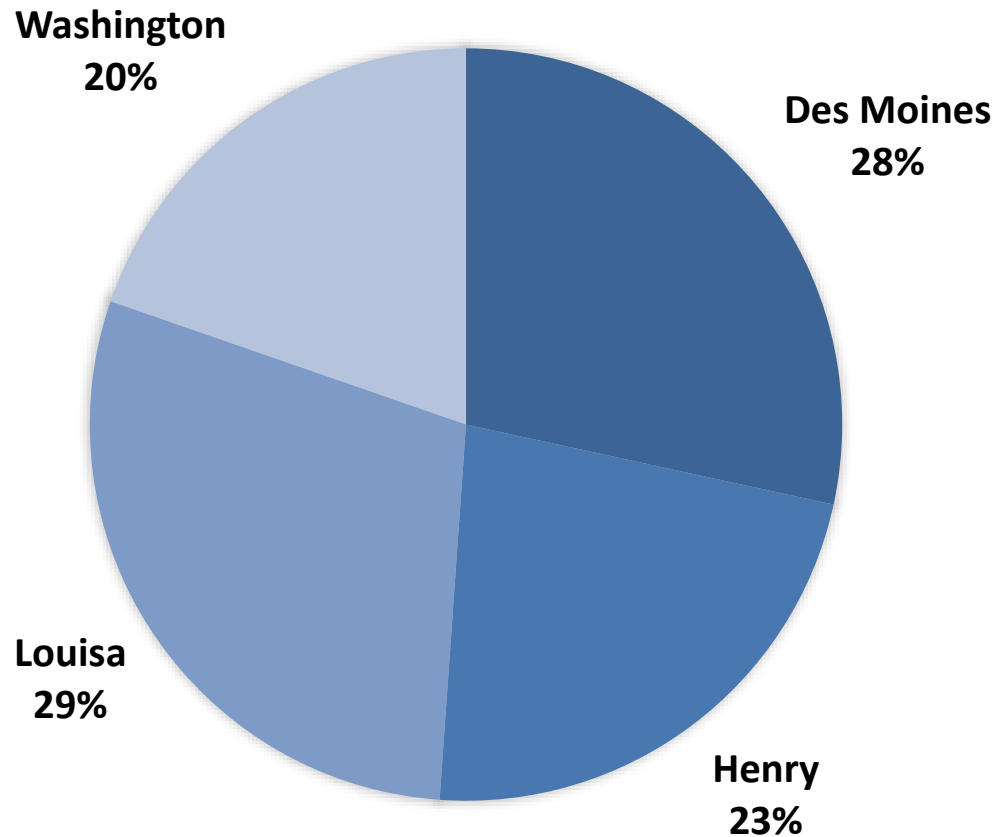
Family Support



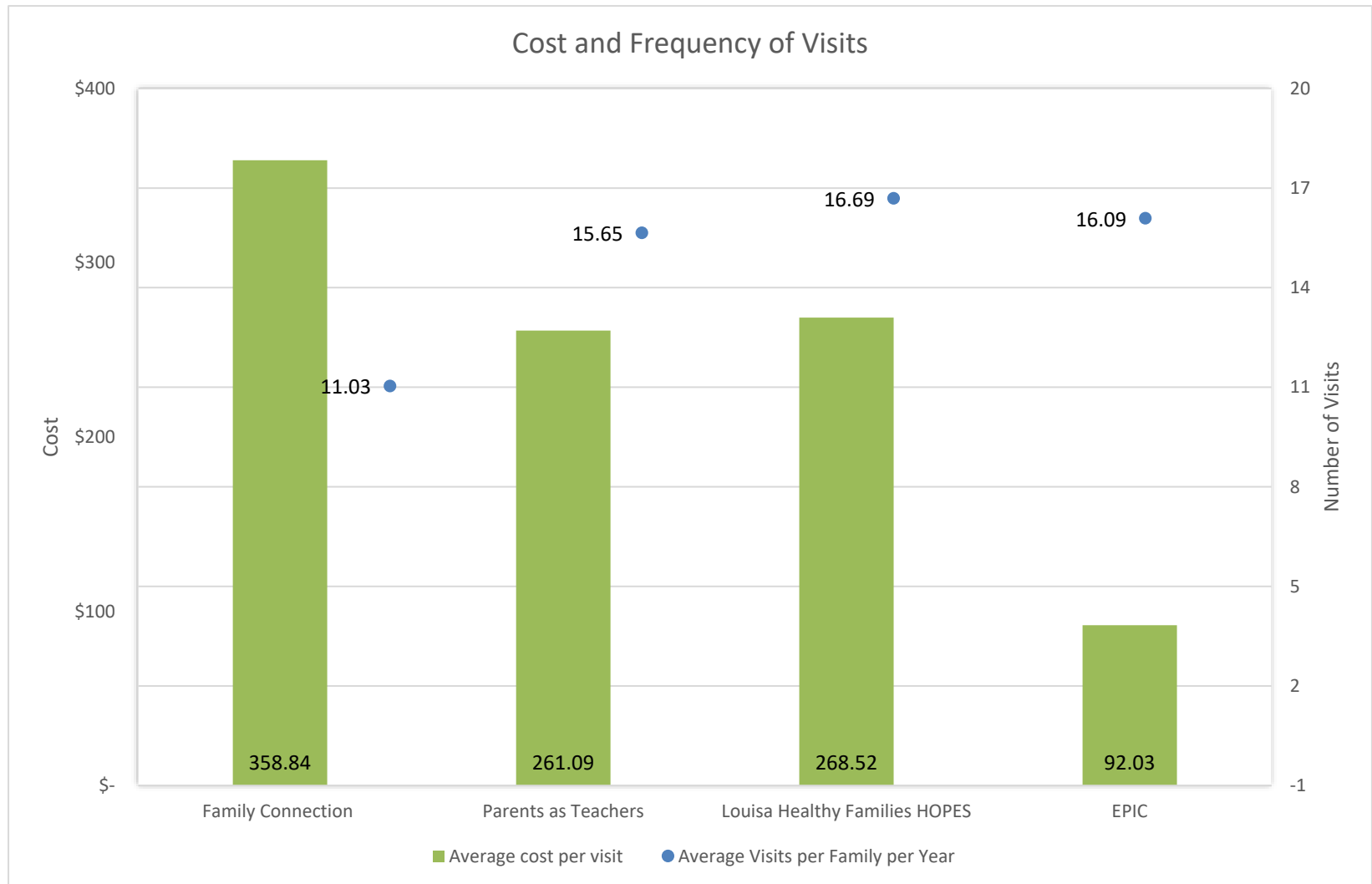
Family Support – Home Visitation

1788 VISITS COMPLETED

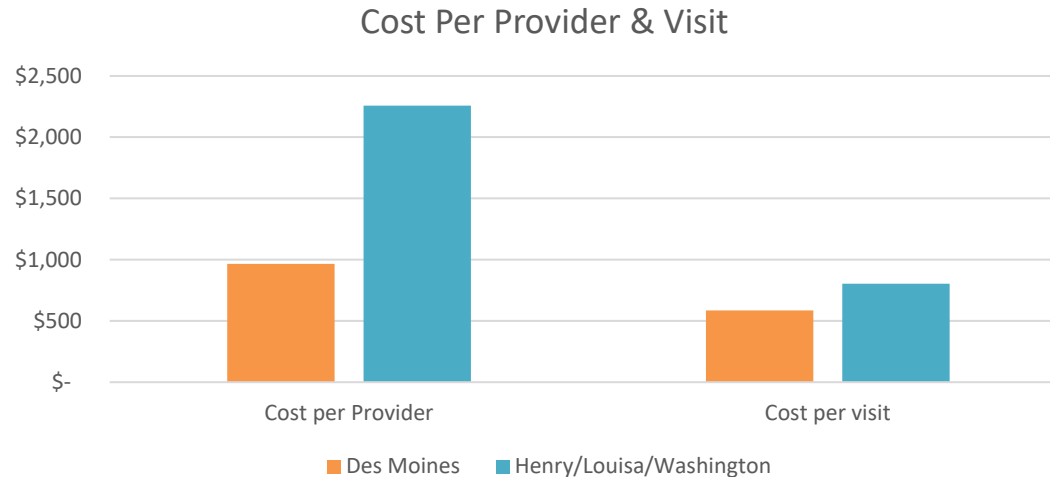
5 HOME VISITATION PROGRAMS (INCLUDES 2 MONTHS OF WASHINGTON CO FAMILY CONNECTION)



Family Support – Home Visitation



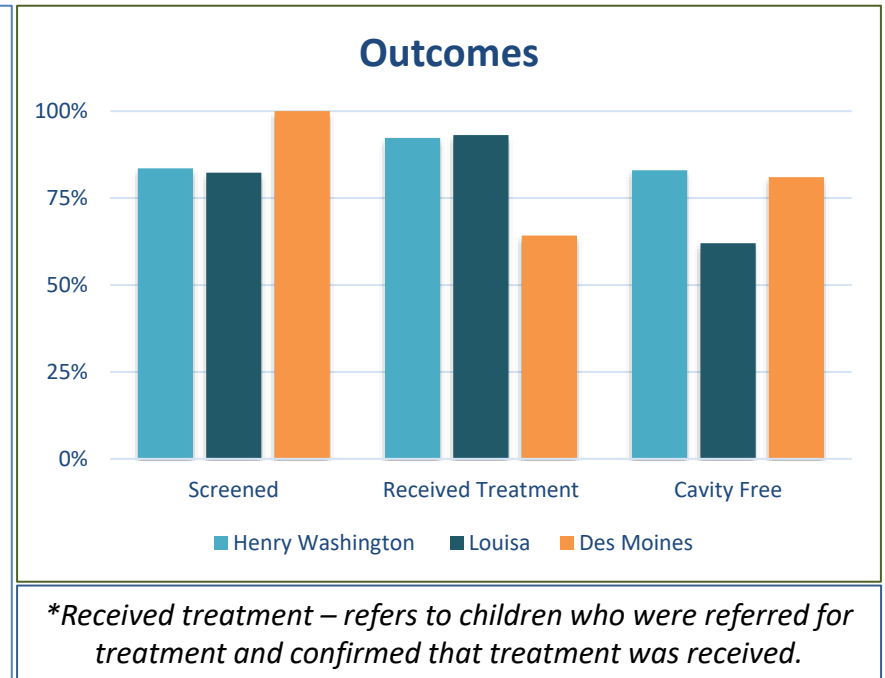
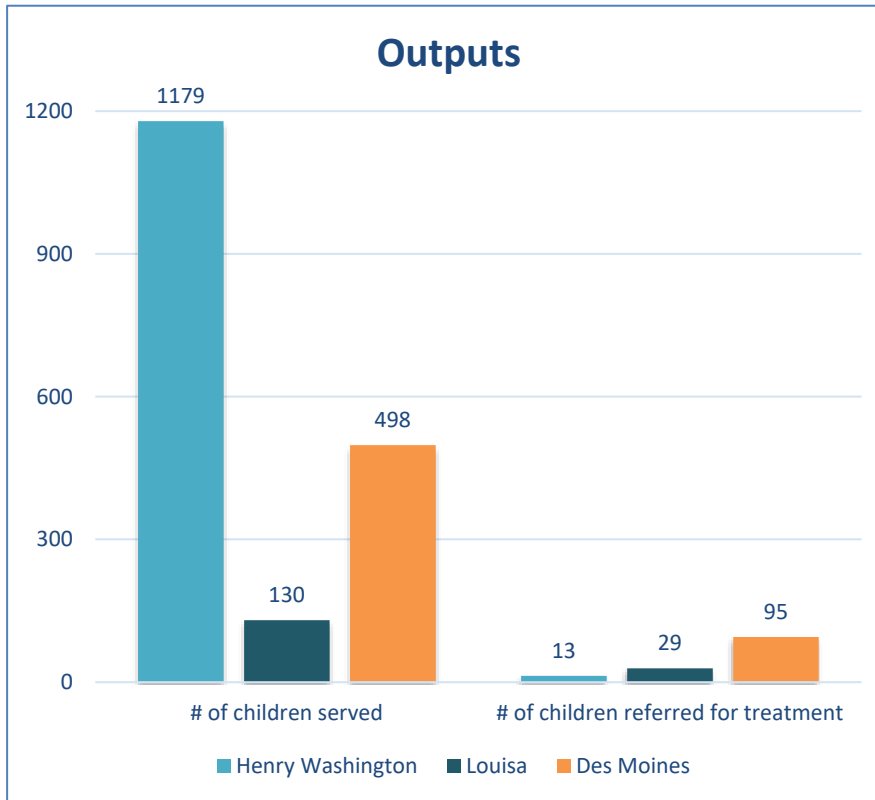
Child Care Nurse Consultant - CCNC



Des Moines Co	Henry/Louisa/Washington
37 Providers – avg 1.6 visits each	21 Providers – avg 2.8 visits each
61 face to face visits	59 face to face visits
1 Healthy Child Care Iowa approved training	3 Healthy Child Care Iowa approved trainings
100% (15/15) children with special health care needs have a care plan in place	100% (4/4) children with special health care needs have a care plan in place
76% of participating programs have a QRS 3 or higher	19% of participating programs have a QRS 3 or higher
94% improved health & safety	100% improved health & safety



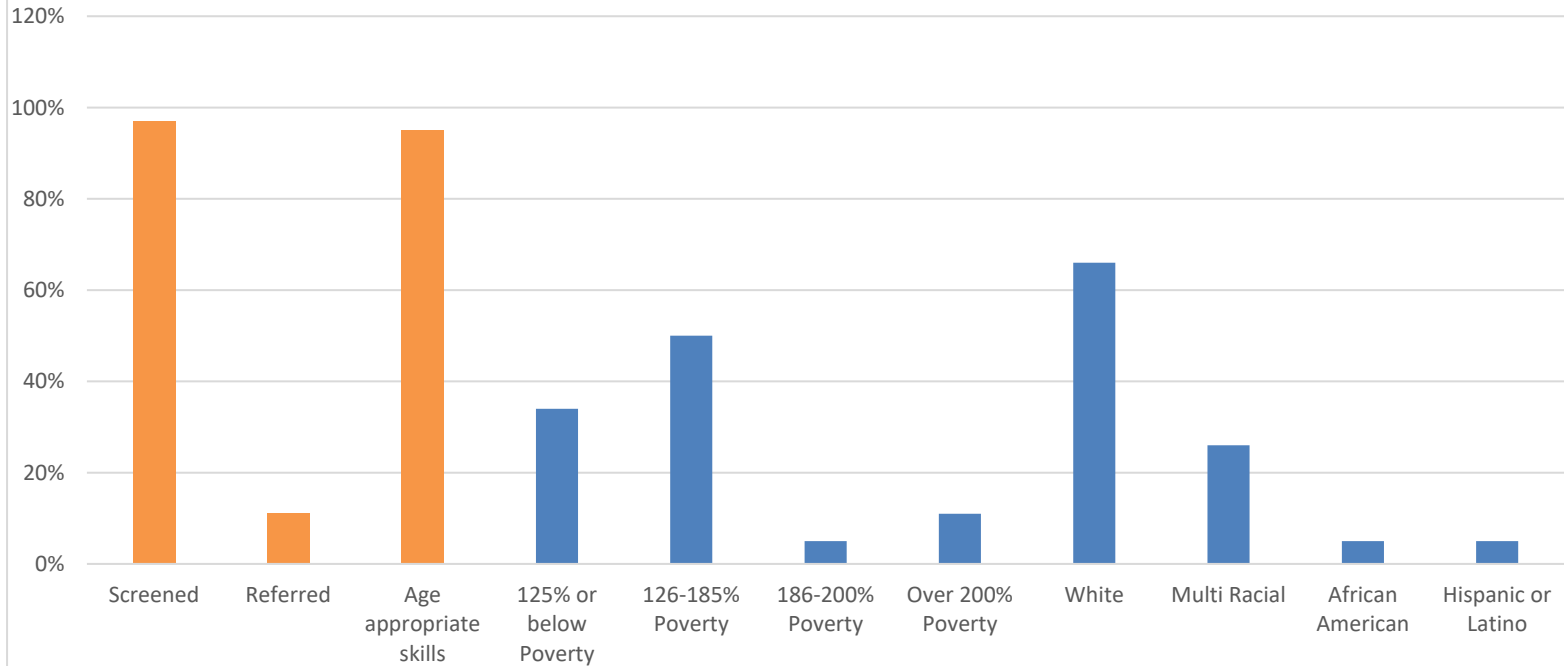
Dental



- **Henry/Washington** program serves children **3-5yrs** attending **preschool**
- **Des Moines & Louisa** programs serve children **0-5yrs** attending **preschool** and/or **childcare**

Preschool Scholarships

Preschool Scholarships
Outcomes and **Demographics**



✓ **38** Children served

✓ **38** Families

✓ **11** Participating programs

✓ **\$1,115** annual cost per child

Consultation & Mentoring

Childcare Alliance Response Team CART	
# of participating programs	2
# of face to face visits	63
average visits per participant	31.5
% at QRS 3 or higher	50%
% of participants met goals	100%
Cost per visit	\$ 352.12

Childcare Staff Support

	Mt Pleasant Community Childcare Center	Burlington Early Childhood Center
# of children served	61	45
QRS rating	none	4
% of children screened (ASQ 3)	0%	89%
% of children referred	0%	0%
% of children demonstrating age appropriate skills	unknown	100%

A	B	D	E
	EARLY CHILDHOOD STATE FUNDS UNDER EARLY CHILDHOOD IOWA		
	Early Childhood Iowa Area:DHLW Early Childhood Area	FY21	FY22
		<i>This column must match the final FY21 financial statement submitted by the ECIA.</i>	
	Revenues		
1	Current allocation for Admin. (not to exceed 5% of total award) for Reporting Year	\$10,304.56	\$9,785.12
2	Program/Service Funds	\$195,786.44	\$185,916.88
3	<i>Subtotal current award</i>	\$206,091.00	\$195,702.00
4	Carry-forward from Previous Years available for current reporting year		
5	Brought Forward-Administration	\$1,191.14	\$0.42
6	Brought Forward -- Program/Service Funds	\$39,911.04	\$40,988.26
7	Interest (Must be used in Program and not Administration)		
8	<i>Subtotal carryover funds</i>	\$41,102.18	\$40,988.68
9			
10	Total Available funds	\$247,193.18	\$236,690.68
11			
12	Current Year Available Funds (Current Allocation plus Carry-forward) by Category		
13	Administration (not to exceed 5% of total award)	\$11,495.70	\$9,785.54
14	Program/Service Funds includes Carry-forward Interest	\$235,697.48	\$226,905.14
15	Interest Earned During Current Fiscal Year	\$38.37	\$9.19
16	Total Available funds by category including Interest Earned in Reporting Year	\$247,231.55	\$236,699.87
17			
18	Expenditures (Reporting Year)		
19	Administrative Expenditures (not to exceed 5% of total award)		
20	Fiscal Agent fees	\$2,476.00	\$2,501.00
21	Liability Insurance fees	\$645.48	\$454.74
22	Financial Audit fees	\$266.00	\$241.00
23	Board Expenses	\$2,045.26	\$736.45
24	Association fees	\$226.05	\$190.00
25	Administrative Staff (ECIA director, support staff, etc.)	\$5,836.49	\$5,144.18
26	Other	\$0.00	\$0.00
27	Program/Service Expenditures	\$194,747.59	\$195,391.74
28			
29	Total Expenditures Reporting Year	\$206,242.87	\$204,659.11
30			
31	Unexpended Balance of Funds (Reporting Year)		
32	Administration	\$0.42	\$518.17

33	Program/Service Funds	\$40,988.26	\$31,522.59
34	Unexpended Balance of Funds (Reporting Year)	\$40,988.68	\$32,040.76
35	Carry-Forward Percentage		16%
36	FY'20 Amount over 35% into FY'21 (1-year only exception based on public health emergency)		
37	FY'21 Amount over 20% into FY'22		\$ -
38	Amount subject to 20% for FY'21 and FY'22 Carry-forward	\$40,988.68	\$32,040.76
39			
40	Maximum Allowable Carry-forward to next year (20% of total current award)	\$41,218.20	\$39,140.40
41	Overage (Reduced from second succeeding year payments)	\$0.00	\$0.00

I hereby verify that the information contained in this financial statement is true and reflects the ending balance at the close of fiscal year.

Fiscal Agent Signature

On behalf of:

DHLW Early Childhood Area

Name of Early Childhood Iowa Area Represented

	SCHOOL READY FUNDS UNDER EARLY CHILDHOOD IOWA		
	Early Childhood Iowa Area:DHLW Early Childhood Area	FY21	FY22
		<i>This column must match the final FY21 financial statement submitted by the ECIA.</i>	
	Revenues		
1	Current allocation for Administration (not to exceed 3% of total award) for Reporting Year	\$20,735.00	\$35,333.00
2	Quality Improvement Funds	\$63,301.00	\$63,137.00
3	Other Programs/Services	\$607,510.00	\$608,195.00
4	<i>Subtotal current award</i>	\$691,546.00	\$706,665.00
5	Carry-forward from Previous Years: Available for Current Reporting Year		
6	Brought Forward - Administration	\$2,811.98	\$0.81
7	Brought Forward - Quality Improvement Funds	\$8,714.11	\$4,445.96
8	Brought Forward - Other Programs/Services (includes interest applied)	\$82,638.72	\$122,571.80
9	<i>Subtotal Carry-forward funds</i>	\$94,164.81	\$127,018.57
10			
11	<i>Total Available funds</i>	\$785,710.81	\$833,683.57
12			
13	Total Available Funds for Reporting Year		
14	Administration (not to exceed 3% of total award)	\$23,546.98	\$35,333.81
15	Quality Improvement Funds	\$72,015.11	\$67,582.96
16	Other Programs/Services	\$690,148.72	\$730,766.80
17	Interest Accrued in Current Fiscal Year (Must be used in Program and not Administration)	\$121.49	\$29.05
18	Grand Total Budget for Reporting Year	\$785,832.30	\$833,712.62
19	Expenditures (Reporting Year)		
20	Administration Expenditures (not to exceed 3% of total award)		
21	Fiscal Agent fees	\$5,024.00	\$4,999.00
22	Liability Insurance fees	\$1,310.52	\$1,612.26
23	Financial Audit fees	\$538.00	\$563.00
24	Board Expenses	\$3,698.55	\$2,419.89
25	Association fees	\$458.95	\$674.00
26	Administrative Staff (ECIA director, support staff, etc.)	\$12,516.15	\$24,006.13
27	Other	\$0.00	\$0.00
28	Quality Improvement Funds	\$67,569.15	\$59,095.05
29	Other Programs/Services includes Interest Applied	\$567,698.41	\$625,604.12
30	Grand Total Expenditures for Reporting Year	\$658,813.73	\$718,973.45
31			

32	Unexpended Balance of Funds for Reporting Year (Becomes Carry-forward in 1st succeeding year)		
33	Administration (not to exceed 3% of total award)	\$0.81	\$1,059.53
34	Quality Improvement Funds	\$4,445.96	\$8,487.91
35	Other Programs/Services includes Interest Applied	\$122,571.80	\$105,191.73
36	Unexpended Balance of Funds (Reporting Year)	\$127,018.57	\$114,739.17
37	Carryforward Percentage		16%
38	FY'20 Amount over 35% into FY'21 (1-year only exception based on public health emergency)		
39	FY'21 Amount over 20% into FY'22		\$0.00
40	Amount subject to 20% for FY'20 and FY'21 Carry- forward	\$127,018.57	\$114,739.17
41			
42	Maximum Allowable Carry-forward to next year (20% of total current award)	\$138,309.20	\$141,333.00
43	Overage (Reduced from second succeeding year payments)	\$0.00	\$0.00

I hereby verify that the information contained in this financial statement is true and reflects the ending balance at the close of fiscal year.

Fiscal Agent Signature
On behalf of:

DHLW Early Childhood Area
Name of Early Childhood Iowa Area Represented

Early Childhood Iowa Local Board Composition																		
Name of Early Childhood Area:		DHLW Early Childhood Area Board			State Fiscal Year:		2021											
Number/Range of Board Members Required in Bylaws:				9-15		Total # of Board Members that served during the year:				12								
# of Board Members (board size) on June 30 th of fiscal year:				11		Total # of hours board members spent at board meetings:				140								
Instructions: List all members of the ECI board during the fiscal year. List all current board members at the top of the table, followed by members that vacated board positions. If additional rows are needed, add above the "Total # Members possible for the meeting" row.																		
Name/Office	Gender (M/F)	Employer	Representation (throughout the fiscal year)	Term Information			Board Vacancies	Meeting Attendance (place an X in the box if the member was present)										
				Date member joined the board	Term #	Date Term Ends	Date member vacated the board	July 19th 2021	August 17th 2021	September 21st 2021	October 26th 2021	November 16th 2021	January 18th 2022	February 15th 2022	March 15th 2022	May 17th 2022	June 21st 2022	June 30th 2022
Brad Quigley/ Chair	M	Louisa Co BOS	Business	Jan-17	2nd	12/31/2022		x	x	x	x	x	x		x	x	x	
Melody Raub	F	Retired	Faith	Feb-15	3rd	12/31/2023		x		x	x	x	x	x		x	x	x
Chad Reckling/ Treasurer	M	Iowa DHS	Human Services	May-15	3rd	12/31/2023	May-22	x	x	x	x		x	x				
Cyndi Mears/ Secretary	F	Louisa Co Community Services	citizen	Jan-18	2nd	12/31/2023		x	x	x	x	x	x	x	x	x	x	x
Patricia Lipski	F	Self - Attorney	citizen	Feb-15	3rd	12/31/2022		x	x	x		x	x	x	x	x	x	x
Mike Steele	M	Retired	Education	Feb-15	4th	12/31/2024			x	x		x	x	x	x		x	x
Stan Stoops	M	Washington Co BOS	Elected official	Feb-15	3rd	12/31/2022		x	x	x	x	x	x	x	x	x		
Matt Latcham	M	Bayer	citizen	Aug-15	3rd	12/31/2023		x	x				x	x	x		x	
Shane McCampbell	M	Des Moines Co BOS	Elected official	Feb-21	1st	12/31/2024						x	x		x	x		x

Unity Stevens/ Vice Cha	F	Washington Co	citizen	Jan-20	1st	12/31/2022		x		x	x	x	x	x	x	x	x	x	x
Andrea Bowen	F	Louisa Co	Parent/grandparent/guardian	Jan-20	2nd	12/31/2024			x	x	x	x	x		x				
Alisa Smith	F	Innovative Fa	Health/mental health	Aug-21	1st	12/31/2022			x	x	x	x		x	x	x	x		
Total # Members possible for the meeting								11	12	12	12	12	12	12	12	12	12	11	11
Total # Members attending meeting								8	9	9	8	10	11	9	10	8	9	6	
% Members attending meeting								73%	75%	75%	67%	83%	92%	75%	83%	67%	82%	55%	
Quorum Met - Enter Y (yes) or N (no)								Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	
Hours per board meeting								0.50	1.50	1.50	0.50	1.75	1.50	2.00	2.00	2.00	1.50	0.50	
Total hours spent								4	14	14	4	18	17	18	20	16	14	3	

DHLW Early Childhood Area

Des Moines, Henry, Louisa, Washington

Administrative Update

August 2022

ECI Update

The ECI office was moved from the Department of Management to the Department of Human Services in February. ECI will be part of the transition of DHS to HHS with expected legislative changes to Chapter 256i during the 2023 General Assembly. A revised Iowa Dept of Health and Human Services (HHS) organizational chart was released in July 2022. ECI has been placed in ***Family Well-Being and Protection***, under the subcategory of *Family Services*.

Association of ECI Area Boards and Advocates

The Association of Early Childhood Iowa Area Boards and Advocates will hold their annual members meeting on November 10th 10am-3pm at the Holiday Inn (Airport) in Des Moines. The conference includes a guest speaker and will provide local ECI areas and advocates with Association successes and challenges, legislative priorities/talking points, future plans, networking opportunities and quality training. There is no cost to attend the conference.

PBIS Pilot Project

The Positive Behavior Intervention Support (PBIS) project is a regional effort to create a training and consultation system for childcare professionals. The PBIS Steering Committee and Henry Co ISU Extension conducted interviews on August 1st for 3 fulltime positions to cover the 10-county project. Two positions have been filled and will begin work in September. A 3rd position is still being advertised with a focus on seeking candidates in the Fairfield or Muscatine areas. The Steering Committee met with the ECI State office and EC-PBIS Leadership Team on August 9th to discuss how the local project will align with state efforts and maintain communications between all partners working with childcare sites.

Childcare

- The Columbus Community Childcare Center has entered into an agreement with 4Cs of Iowa City to manage the center. 4Cs is currently assessing the center's fiscal and staffing needs to determine next steps and extended management agreements. Tasha Beghtol met with 4Cs on August 2nd and shared information about previous DHLW supports to the center and current options available.
- The Mt Pleasant Community Childcare Center completed a 2nd face to face training with First Children's Finance on August 3rd. The childcare board reviewed a final report from FCF and made plans for additional meetings and tasks to be completed. Center lead teachers completed the 1st of 2 ASQ trainings with Roberta Sloat on August 11th.
- The Shared Services Project is a state level plan working on strategies that will help childcare providers. Strategies include financial consultants, automated management systems, and service hubs. An RFP is estimated to be released in September and will be open to local and/or regional entities seeking to provide a shared services hub.

Contracts & DHLW Office updates

- Yearend reports were due on July 20th 2022. 13/14 contractors submitted reports on time. There was no report received from the RVAP training contract.
- Lee County Health Department has advertised and interviewed candidates for the expanded HOPES services in Des Moines County. Due to a low number of applicants and feedback that indicated the pay scale was not sufficient, the program will revisit the budget and try another round of job postings.
- ICAP Insurance offers up to \$1000 each year to members toward the purchase of risk mitigation items. The DHLW office received \$451.91 to cover the cost of a new adjustable sit-stand desk. The balance of grant funds may still be applied through December.
- The Regional EC Plan is currently being prepared for submission to the state ECI office in October as part of the designation process. The Early Childhood Advisory Committee will meet on August 31st 11-2:30pm at Henry Co ISU Extension to review and provide feedback for the final EC Plan 2022.