

DHLW Early Childhood Area
Des Moines, Henry, Louisa, Washington
February 16th 5:00pm
McLaughlin Freight Inc
604 Main St, Mediapolis, IA

Minutes

Members Present: Stan Stoops, Mary Campbell, Jacque Hessletine, Mike Steele, Tricia Lipski, Sergio Ayala, Dina Saunders, Paula Buckman, Chad Reckling, Melody Raub

Members Absent: Jim Cary, Matt Latcham

Advisory members present: Tasha Beghtol, Cheryl Flaatten, Marcia Munford, Lori Kuntz, Julie Meir

Meeting called to order at 5:00pm by Tricia Lipski

Motion to approve the agenda

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

Motion carried unanimously

Motion to approve the minutes from January 19th 2016 with corrections noted

Moved: Sergio Ayala **Seconded:** Mike Steele

Motion carried unanimously

Corrections: Page 1 - Financial report motion was made by Mary and 2nd by Matt. Page 2 – June Morgan’s resignation was accepted with regrets.

Financial Report

Members reviewed the current financial report and financial summary. Stan Stoops shared updates on program expenditures and reviewed the summary. The 3rd quarter EC checks from the state have not yet been received. All programs should be at 40% spent or greater. Programs below 40% have received notice from Tasha and provided follow up information. Most have reasonable explanations for less than expected expenditures and plan to spend down sufficiently by the end of the year. Head Start Transportation for Henry/Des Moines Co and Dental for Des Moines Co are well below expected expenditures. Stan noted that Marci Munford can address the transportation spending later in the meeting. Tasha shared that bills have been received from the Des Moines Co Dental contract, but documentation is not lining up with the amounts billed and lacking information. She has spoken with program administrators and hopes to have the issues resolved shortly. An update will be provided at the next meeting in regards to the Des Moines Co Dental contract.

Moved: Melody Raub **Seconded:** Chad Reckling

Motion carried unanimously

Executive Committee

Tricia Lipski noted that committee minutes are in the board packet and she provided a brief overview about the amendments for consideration. HACAP is requesting additional funds to continue services through the fiscal year. Unity Point Health – Trinity Muscatine Public Health has two amendments that extend the due dates for their billing to better accommodate their internal fiscal processes.

Motion to approve the FY16 contract amendment for HACAP – Head Start Transportation and increase total contract amount by \$3,000.

Moved: Mary Campbell **Seconded:** Sergio Ayala

Motion carried unanimously

Motion to approve the FY16 contract amendment for Unity Point Health – Trinity Muscatine Public Health – Dental Services and extend the due dates for billing.

Moved: Melody Raub **Seconded:** Paula Buckman

Motion carried unanimously

Motion to approve the FY16 contract amendment for Unity Point Health – Trinity Muscatine Public Health – CCNC services and extend the due dates for billing.

Moved: Dina Saunders **Seconded:** Mike Steele

Motion carried unanimously

Early Childhood Plan Review

Tasha Beghtol reviewed the current board priorities in the EC Plan. The EC Advisory Committee will be meeting in March and begin discussions about the process and steps for a new plan. The current plan was created during the merger and reflects common priorities previously established by each board. Tasha handed out and reviewed indicators with updated information. Indicators that require Public Health data have not been updated due to website issues. Tasha will gather the information prior to the RFP process.

Members reviewed and discussed changes in childcare numbers and registrations. Notable changes included:

- Significant reductions in child abuse rates in Des Moines, Henry, and Louisa Counties
- Increases in registered homes in Des Moines, Henry, and Louisa
- Decreases in all 4 counties for non-registered homes
- Licensed centers dropped in Washington County due to community partner SVPP sites now located within the district
- 4 districts (Washington, Wapello, Highland, and Columbus Junction) are below the 70% literacy proficiency at the 3rd grade level.
- Columbus Junction stands out with consistent low scores

Members noted that a focus should be paid to the lower literacy rates and that they may want to consider new options for how they can support efforts in the Columbus Junction area to help English Language Learners. Tasha noted that the updated indicators will be reviewed again along with quarter reports when the board begins making funding decisions for next year.

Program Presentations

Cheryl Flaatten from Community Action of Southeast Iowa shared information and answered questions about the 3 programs she administers with local ECI funding.

Preschool Scholarships – The program serves all 4 counties. There are currently 90 children receiving scholarships. 7 children have left the program due to moving or referred to developmental preschool. 53% of kids are showing low development growth. High proportions of these kids are in the Columbus Junction area and have language/communication barriers. The program is expecting about \$4500 left over at the end of the year, but applications continue to come in.

Parents as Teachers – The program serves Des Moines and Louisa Counties. The program has struggled with meeting benchmarks due to staff on medical leave. Cheryl has advertised for the position and has 2 interviews lined up. Hiring new staff is very costly and she prefers to take the time to find the right person as oppose to fill the vacancy too hastily. The number of visits will not be as many as originally planned. Families are receptive to the program and enjoy the program. Cheryl has been completing visits in the absence of a parent educator.

Stepping Up to Success - Childcare consultation program in Des Moines, Henry, and Louisa Counties. Providers are encouraged to establish their own goals and they set the tone for each on site visit. Cheryl's goal is to give them the support they need for whatever issue impacting them. Onsite visit topics range from finance issues to professional development for staff. Cheryl noted that the licensed center in Columbus Junction is increasing in the children, but still has a lot of vacancies. She is hopeful that they will meet the conditions of their temporary license by the May deadline. New London has had a substantial increase in the number of infants. The Danville district has made adjustments to be DHS licensed.

Head Start Transportation

Marcia Munford from Community Action of Southeast Iowa shared information and answered questions about the Head Start Transportation program. The program serves Henry and Des Moines Counties. The program is below the expected amount of expenditures for the midyear point. Several overall budget adjustments were made at the beginning of the year to cut costs. The program was originally scheduled to have 2 buses in DSM Co, but has only 1 operating after the adjustments. Some coding of staff time needs to be adjusted and/or corrected. With adjustments the program expects to fully expend the funds awarded.

Transportation is not provided for children outside of city limits. In many cases 1 or 2 children may come from a variety of rural locations throughout the county. A single bus used to pick all outlying children up would take longer than one hour. Henry Co has 7 kids outside the city limits and Des Moines Co has 10. There is a 38% turnover rate of students in Des Moines Co compared to a 17% rate in Henry Co. Reasons for turnover vary from moving out of area to changing programs. The current major issue for preschools is behavioral issues. The number of children acting out in class has increased significantly. Members discussed causes for the increase in behavioral issues and areas of concern to focus on.

Administrative Update

Tasha noted that a written update is in the packet for review.

Meeting adjourned by board chair, Tricia Lipski at 6:45pm

Next meeting will be March 15th location TBD

Minutes submitted by Tasha Beghtol, Director

Approved on _____

Secretary _____