

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

May 15th 2018 5:00pm
Iowa Wesleyan University – Chadwick Library
Mt Pleasant, Iowa

Minutes

Members Present: Mike Steele, Tricia Lipski, Cyndi Mears, Stan Stoops, Dina Saunders, Jim Cary, Brad Quigley, Melody Raub

Members Absent: Sheila Temple, Matt Latcham, Chad Reckling

Advisory members and guests present: Tasha Beghtol, Cheryl Flaaten, Amanda McKee, Danielle Petit-Majewski, Stephanie Gardner, Christa Poggemiller, Jan Shelman, Dara Madigan, Jeanie Wade-Nagel

Meeting was called to order at 5:00 with a quorum present.

Motion to approve the agenda as presented

Moved: Stan Stoops **Seconded:** Jim Cary

Motion carried unanimously

Minutes

Motion to approve the minutes from March 20th 2018 meeting with correction. Brad Quigley was absent not present.

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

Motion carried unanimously

Tricia Lipski arrived at 5:08

Financial Report

Stan Stoops reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. Stepping Up to Success and CCR&R will spend down more in the last few months of the contract. Young House will have approximately \$19-20k unspent for FY18. The summit line item is overspent because DHLW pays all the bills and then gets reimbursed a portion of the costs by partners.

Motion to approve the financial report and postings as submitted

Moved: Brad Quigley **Seconded:** Dina Saunders

Motion carried unanimously

FY17 Audit

Tasha Beghtol reviewed the audit for CIJDC and noted information regarding the DHLW board on pages 21 and 33. No instances of non compliance were found. The bill for the audit was \$771.

Motion to acknowledge the completed FY17 audit from CIJDC

Moved: Brad Quigley **Seconded:** Tricia Lipski

Motion carried unanimously

Executive Committee

Contract Amendment Request for Des Moines County Nest

Tasha Beghtol reviewed the letter from Des Moines County Nest and shared updates on the program. Nest staff has written and selected their own benchmarks submitted in applications to the DHLW board since FY16. The program is requesting to lower the family benchmark from 75 to 17. Tasha noted that the program was serving 17 families at the time the request was made. The FY19 RFR identifies 17 families as the proposed benchmark.

Motion to approve the request for a FY18 contract amendment from Nest of Des Moines County.

Moved: Jim Cary **Seconded:** Brad Quigley

Ayes: Dina Saunders, Mike Steele, Stan Stoops, and Cyndi Mears

Nays: Tricia Lipski

Motion carried

Fiscal Agent Agreement

Tasha Beghtol reviewed the draft contract with Central Iowa Juvenile Detention Center for fiscal agent and employer of record services for the DHLW board. The FY19 allocations (\$710,545 school ready and \$207,406 early childhood) are considered draft until the Governor signs the appropriation bills. Fees for services paid to CIJDC are level at \$7,500 for the year.

Motion to approve the fiscal agent agreement with Central Iowa Juvenile Detention Center for fiscal year 2019

Moved: Tricia Lipski **Seconded:** Mike Steele

Motion carried unanimously

DHLW FY19 Administrative Budget

Melody Raub shared information about the performance evaluation competed by the Executive Committee for Tasha Beghtol and reviewed the board budget for staff and operational expenses. Executive Committee minutes provided in board packet. Executive Committee recommends approval of \$93,793 for a FY19 total administrative budget.

Motion to approve the FY19 Administrative Budget as recommended by the Executive Committee

Moved: Dina Saunders **Seconded:** Brad Quigley

Motion carried unanimously

Program Committee

Tasha Beghtol reviewed the RFR FY19 recommendation handout that included funding decisions made by the program committee at the May 4th meeting and comments. Tasha shared that the policy of the board is to move directly into contracts with any application that is approved for funding as requested. Applications that are awarded less than the amount requested will be notified of the amount awarded and then a new budget and scope of

services will be brought to the full board in June for final approval. Members agreed to vote separately on each application.

RFR #1 – The Family Connection Washington County

Motion to approve \$148,000 to Washington County Public Health for the Family Connection program in FY19

Moved by Tricia Lipski Seconded by Mike Steele

Motion carried unanimously

RFR #2 – The Family Connection Henry County

Motion to approve \$94,300 to Henry County Agricultural Extension for the Family Connection program in FY19

Moved by Mike Steele Seconded by Brad Quigley

Motion carried unanimously

RFR #3 – PAT (Des Moines, Louisa)

Motion to approve \$61,647 to Community Action of Southeast Iowa for the Parents as Teachers program in FY19

Moved by Brad Quigley Seconded by Stan Stoops

Motion carried unanimously

RFR #4 – Preschool Home Visitation

Motion to approve \$57,961 to Young House Family Services for the Preschool Home Visitation program in FY19

Moved by Jim Cary Seconded by Tricia Lipski

Motion carried unanimously

RFR #5 – HOPES

Motion to approve \$50,444 to Lutheran Services in Iowa for the HOPES program in FY19

Moved by Mike Steele Seconded by Dina Saunders

Motion carried unanimously

RFR #6 – Home Visitor Program

Motion to hold the Home Visitor application until the June meeting for consideration of funding

Moved by Jim Cary Seconded by Brad Quigley

Motion carried unanimously

RFR #7 – Nest of Des Moines County

Motion to approve \$39,900 to the Nest of Des Moines County for FY19

Moved by Tricia Lipski Seconded by Brad Quigley

Motion carried unanimously

RFR #8 – Nest of Louisa County

Motion to approve \$43,539 to Lutheran Services in Iowa for the Nest of Louisa County program in FY19

Moved by Stan Stoops Seconded by Dina Saunders

Motion carried unanimously

RFR #9 – Head Start Transportation Washington County

Motion to approve \$8,500 to HACAP for the Head Start Transportation program in FY19

Moved by Brad Quigley Seconded by Stan Stoops

Motion carried unanimously

RFR #10 – Head Start Transportation Des Moines and Henry County

Motion to approve \$45,920 to Community Action of Southeast Iowa for the Head Start Transportation program in FY19

Moved by Stan Stoops Seconded by Mike Steele

Motion carried unanimously

RFR #11 – Dental – Des Moines County

Motion to approve \$24,013.50 to Lee County Health Dept for the Dental program in FY19

Moved by Brad Quigley Seconded by Cyndi Mears

Motion carried unanimously

RFR #12 – Dental – Henry and Washington Counties

Motion to approve \$14,515 to Washington County Public Health for the Dental program in FY19

Moved by Jim Cary Seconded by Stan Stoops

Motion carried unanimously

RFR #13 – Dental – Louisa County

Motion to approve \$9,255 to Trinity Muscatine Public Health for the Dental program in FY19

Moved by Tricia Lipski Seconded by Dina Saunders

Discussion: Tasha Beghtol asked for clarification of the program committees intent to include the educational component of the request in the amount awarded. If included the educational component would increase the awarded amount by 2200.32 and would come from SR – General funds. If award was increased it would reduce the estimated unallocated in SR – General to \$3,107.68.

Ayes: Tricia Lipski and Dina Saunders

Nays: Jim Cary, Cyndi Mears, Mike Steele, Stan Stoops, Brad Quigley

Motion failed

Motion to approve \$11,455.32 to Trinity Muscatine Public Health for the Dental program in FY19

Moved by Jim Cary Seconded by Brad Quigley

Ayes: Jim Cary, Cyndi Mears, Mike Steele, Stan Stoops, Brad Quigley

Nays: Tricia Lipski and Dina Saunders

Motion carried

RFR #14 – CCNC Des Moines Co

Motion to approve \$29,120 to Lee County Health Dept for the Child Care Nurse Consultant program in FY19
Moved by Brad Quigley Seconded by Tricia Lipski

Motion carried unanimously

RFR #15 – CCNC – Henry, Louisa, and Washington Co

Motion to approve \$43,304 to Trinity Muscatine Public Health for the Child Care Nurse Consultant program in FY19

Moved by Brad Quigley Seconded by Jim Cary

Motion carried unanimously

RFR #16 – CART

Motion to approve \$18,987 to Grant Wood AEA for the CART program in FY19

Moved by Jim Cary Seconded by Tricia Lipski

Motion carried unanimously

RFR #17 – 4Cs

Motion to approve \$26,594 to 4Cs for the Provider Services program in FY19

Moved by Brad Quigley Seconded by Mike Steele

Motion carried unanimously

RFR #18 – Stepping Up to Success

Motion to approve \$74,260 to Community Action of Southeast Iowa for the Stepping Up To Success program in FY19

Moved by Cyndi Mears Seconded by Dina Saunders

Motion carried unanimously

RFR #19 – CCR&R

Motion to approve \$14,000 to Community Action of Eastern Iowa, CCR&R for the Child Care Quality Improvement program in FY19

Moved by Brad Quigley Seconded by Stan Stoops

Motion carried unanimously

RFR #20 – WAGE\$

Motion to approve \$22,500 to Iowa AEYC for the WAGE\$ program in FY19

Moved by Mike Steele Seconded by Jim Cary

Motion carried unanimously

RFR #21 – Danville Early Learning Center

Motion to approve \$14,711 to Danville CSD for the Danville Early Learning Center program in FY19

Moved by Tricia Lipski Seconded by Brad Quigley

Motion carried unanimously

RFR #22 – Preschool Scholarships

Motion to approve \$72,123 to Community Action of Southeast Iowa for the Preschool Scholarship program in FY19

Moved by Brad Quigley Seconded by Jim Cary

Motion carried unanimously

Administrative update

Tasha Beghtol shared information about the new Tool M adopted by the ECI state board in April. The tool outlines the Business Investment Program that local boards may partner with CCR&R on in order to support childcare expansion and quality improvement. Funding flexibility is increased for this type of program with the ability to use both EC And SR funds. The tool specifically identifies CCR&R as the contracting agency. If the board were to release an RFP, then CCR&R may apply for this newly developed program.

Tasha Beghtol shared information about a recommendation adopted by the ECI state board in relation to family support programs using ASQ assessments. Family support programs not already using the tool are encouraged on a voluntary basis to begin using the tool in FY19. It is expected to be a requirement in FY20, but details will not be known until a new recommendation is considered in January 2019. Tasha will seek further details and share updates with the family support programs.

Motion to adjourn by Jim Cary, seconded by Stan Stoops at 6:15 pm

Next meeting will be June 19th in Wapello

Minutes submitted by Tasha Beghtol, Director

Approved on _____ Secretary _____