

**AGENDA**

<b>DATE</b>	September 17, 2024	<b>TIME</b>	5:00pm
<b>LOCATION</b>	<p>Online zoom  <a href="https://us02web.zoom.us/j/83928965824?pwd=VUVHTGppd3BaWmF2OHZEQmtGb3pPUT09">https://us02web.zoom.us/j/83928965824?pwd=VUVHTGppd3BaWmF2OHZEQmtGb3pPUT09</a>            Meeting ID: 839 2896 5824 Passcode: 505809            Join by phone: +1 309 205 3325 US</p> <p>Mt Pleasant Public Library            307 E Monroe            Mt. Pleasant, IA. 52641</p> <p>(In the event of bad weather, the meeting may be held by zoom only.            Notice of this will be posted on the <a href="http://DHLW.org">DHLW.org</a> homepage.)</p>		

<b>TIME</b>		
5:00pm	<b>Welcome/Introductions</b>	
	<p><b>Consent Agenda:</b></p> <ul style="list-style-type: none"> <li>• Agenda for today’s meeting</li> <li>• Approval of minutes from August 27, 2024</li> <li>• Administrative Update</li> </ul>	Action
	<b>Public Comment</b> (limit of 3 minutes per person)	
	<p><b>Financial Report</b> – Treasurer</p> <ul style="list-style-type: none"> <li>• Consider approval of current financial summary</li> </ul>	Action
	<p><b>Program Presentations – Child Care Nurse Consultant (CCNC)</b></p> <ul style="list-style-type: none"> <li>• Toni Krana, CCNC for Louisa, Henry, Washington, and Muscatine</li> <li>• Nancy Grannaman, CCNC for Des Moines county</li> </ul>	Information & Board PD
	<p><b>Regional Consolidation</b> – Amanda Winslow</p> <ul style="list-style-type: none"> <li>• Consider consolidation with Muscatine County ECI</li> </ul>	Discussion
	<b>Administrative update</b> – Tasha Beghtol	Information

*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*  
**August 27<sup>th</sup> 2024**  
**5:00pm**  
**Location: online via zoom**

**Minutes**

**Members Present:** Jim Cary, Bailea Grier, Matt Latcham, Tricia Lipski, Shawn Maine, Cyndi Mears, Mike Steele, Unity Stevens

**Members Absent:** Melody Raub, Stan Stoops

**Advisory members and guests present:** Tasha Beghtol, Amy McLaughlin, Toni Krana, Melissa Tucker, Jacki McCracken, Rachel Albrecht, Ginger Knisley, Amanda McKee

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

**Consent Agenda**

**Motion** to approve the consent agenda, June 18, 2024 minutes, and administrative update as presented.

**Moved:** Shawn Maine   **Seconded:** Jim Cary

**Motion carried unanimously**

**Absent:** Mike Steele

**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 FY24 in full and the first month of FY25 expenditures. Tasha Beghtol noted that she added a new section in the FY25 report summary to show the cash balance in the bank.

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

**Moved:** Tricia Lipski   **Seconded:** Matt Latcham

**Motion carried unanimously**

**Absent:** Mike Steele

Mike Steele arrived at 5:15pm

**MOMS Presentation**

Amanda McKee shared information about the new HOPES village program and virtual services available to expecting moms. The new program is part of the MOMS grant that Lutheran Services in Iowa recently received.

**FY24 Annual Report**

Tasha Beghtol reviewed the annual report documents including financial statements, community plan update, and board matrix. Final carryover for FY24 is 8% (\$14,529.96) in EC and 9% (\$62,997.56) in SR.

Members reviewed data and the process for submitting the report on iowagrants.gov. Tasha shared a power point presentation, highlighting additional data and activities completed by contractors during FY24.

Bailea Grier left at 6pm

**Motion to approve the FY24 annual report documents as presented .**

**Moved:** Jim Cary      **Seconded:** Mike Steele

**Motion carried unanimously**

**Absent:** Bailea Grier

**Administrative Update**

A written report was provided. Unity Stevens provided additional information regarding changes that the state board is considering for Muscatine county ECI area. DHLW is one of the neighbors being considered for consolidation efforts. Tasha Beghtol will provide updates to the board as more information is available.

Meeting adjourned at 6:10pm

Minutes submitted by Tasha Beghtol, Director

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

Bank balance as of 8/30/2024 \$ 221,696.86

CIJDC financial report ending June & July 2024			
REVENUE		EXPENDITURE	
FY24 carryover	\$ 77,527.52	YTD expenditures	\$ 88,918.52
FY25 revenues	\$ 210,941.25	EC-PBIS reimbursements	\$ (8,843.51)
interest earned YTD	\$ 253.72		
<b>\$ 288,722.49</b>		<b>\$ 80,075.01</b>	

SUMMARY BY CONTRACT

PROGRAM	CONTRACT - Budget	Y-T-D EXPENSES	BALANCE	% SPENT
1 CCNC - Henry/Louisa/Washington	\$ 55,188.00	\$ 4,678.63	\$ 50,509.37	8%
2 CCNC - DSM Co	\$ 41,867.53	\$ 2,967.77	\$ 38,899.76	7%
5 HOPES - Des Moines Co	\$ 73,406.03	\$ 6,443.41	\$ 66,962.62	9%
6 THE FAMILY CONNECTION	\$ 257,910.00	\$ 21,949.02	\$ 235,960.98	9%
7 Louisa Healthy Families (HOPES)	\$ 78,003.00	\$ 5,925.27	\$ 72,077.73	8%
8 SEI EC Project (DHLW only)	\$ 122,181.29	\$ 11,964.75	\$ 110,216.54	10%
9 PRESCHOOL SCHOLARSHIPS - All	\$ 45,685.00	\$ 559.37	\$ 45,125.63	1%
10 DENTAL	\$ 65,000.00	\$ -	\$ 65,000.00	0%
11 Quality Improvement Grants (4.9a)	\$ -	\$ -	\$ -	#DIV/0!
12 STAFF & Benefits	\$ 102,392.00	\$ 19,257.10	\$ 83,134.90	19%
13 MILEAGE	\$ 5,000.00	\$ 324.70	\$ 4,675.30	6%
14 EC ADMINISTRATION	\$ 3,332.56	\$ 1,155.65	\$ 2,176.91	35%
15 SR- ADMINISTRATION	\$ 13,464.90	\$ 4,449.34	\$ 9,015.56	33%
16 SR general SUMMIT*	\$ 3,000.00	\$ 400.00	\$ 2,600.00	13%
TOTAL	\$ 866,430.31	\$ 80,075.01	\$ 786,355.30	9%

SUMMARY BY FUNDING CATEGORY

CATEGORY	BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
SR - ADMIN	\$ 35,381.29	\$ 8,589.63	\$ 26,791.66	24%
SR - QUALITY IMPROVEMENT	\$ 68,946.44	\$ 11,359.03	\$ 57,587.41	16%
SR - GENERAL	\$ 638,812.22	\$ 37,919.68	\$ 600,892.54	6%
SR General SUMMIT	\$ 3,000.00	\$ 400.00	\$ 2,600.00	13%
SR General SEI EC Project (DHLW portion)	\$ 48,854.31	\$ 4,620.79	\$ 44,233.52	9%
EC ADMIN	\$ 9,410.03	\$ 2,195.52	\$ 7,214.51	23%
EC - General SEI EC Project (DHLW portion)	\$ 86,561.00	\$ 7,343.96	\$ 79,217.04	8%
EC - GENERAL	\$ 103,560.19	\$ 7,646.40	\$ 95,913.79	7%
TOTAL	\$ 994,525.48	\$ 80,075.01	\$ 914,450.47	8%

1:53 PM  
09/02/24

Central Iowa Detention  
DHLW #1 Postings Report- MONTH CASH

Cash Basis

August 2024

Num	Date	Name	Account	Paid Amount
	08/16/2024	ECI	DHLW EC Admn	2,119.75
	08/16/2024	ECI	DHLW EC General	40,298.25
	08/16/2024	ECI	DHLW SR General	144,491.50
	08/16/2024	ECI	DHLW SR Quality Improvement	15,609.25
	08/16/2024	ECI	DHLW SR Admn	8,422.50
1990	08/21/2024	CIJDC	DHLW EC Admn VISA	-44.65 ✓
1994	08/21/2024	Trinity Muscatine Public Health	DHLW EC General CCNC	-4,678.63 ✓
1995	08/21/2024	Lee county Health	DHLW EC General CCNC	-2,967.77 ✓
1992	08/21/2024	Community Action of Southeast Iowa	DHLW SR General PS Scholarships	-559.37 ✓
1993	08/21/2024	Lutheran Services in Iowa	DHLW SR General Laisa HFA	-5,925.27 ✓
1996	08/21/2024	Henry County Extension	DHLW SR General Family Connection	-21,949.02 ✓
1998	08/21/2024	Lee county Health	DHLW SR General HOPES-OSM	-6,443.41 ✓
1990	08/21/2024	CIJDC	DHLW SR Admn VISA	-218.02 ✓
1991	08/21/2024	Cindee Van Dijk	DHLW SR Summit	-200.00 ✓
1997	08/21/2024	Henry County Extension	DHLW EC-SEI EC Project ✓	-7,343.96 ✓
1997	08/21/2024	Henry County Extension	DHLW SR-SEI EC Project ✓	-13,464.30 ✓
1999	08/31/2024	CIJDC	DHLW EC Admn	-774.88
1999	08/31/2024	CIJDC	DHLW SR Admn	-3,054.11
1999	08/31/2024	CIJDC	DHLW SR Quality Improvement	-6,857.71
1999	08/31/2024	CIJDC	DHLW SR General	-1,832.75
INT	08/31/2024	Interest	DHLW EC General	29.36
INT	08/31/2024	Interest	DHLW SR General	117.46
<b>TOTAL</b>				<b>134,774.22</b>

*1st Qtr payments*

*staff + fiscal sees*

*Int.*

# DHLW Early Childhood Area

*Des Moines, Henry, Louisa, Washington*

## Administrative Update

### September 2024

#### ECI Update

The ECI State Board met on September 6<sup>th</sup> 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 September 6<sup>th</sup> agenda included:

- Reviewing new committee and advisory council structures in the State Board's revised bylaws, per legislative changes made last year.
- Presentation on the newly launched [Iowa's Child Care Connection](#) website and dashboards.
- Discussion regarding consolidation of Muscatine ECI Area. The ECI State Administrative update June – August included the following:

#### **New Intensive Technical Assistance Update:**

**Muscatine:** In July of 2024 the ECI State Office was contacted regarding concerns for fiscal year close out details within the Muscatine ECI area. Amanda Winslow initiated a response plan and connected with the local ECI Area Director, local board chair, and their fiscal agent and employer of record. On July 31, 2024 the ECI State Office staff, Ann and Amanda, met with the ECI Area Director and board chair to discuss details and develop a performance improvement plan. Unfortunately, circumstances changed and the ECI Area Director resigned due to personal reasons. Prior to July Amanda and the ECI Area Director had been in contact for other projects, specifically in the months of January, February, March, and then in May with an in-person ECI Area Directors meeting. There were no indications of concerns during those times. The Muscatine ECI Area board met on May 20, 2024 and reviewed and approved their fiscal spreadsheet and made intent to award decisions for FY25.

The ECI State Office, Muscatine ECI Area board, and community partners met for a board meeting on August 20 from 12:00pm-1:00pm. Per Iowa Code section 256I.6 (c), "a single county area shall have a minimum population of children zero through age five in excess of five thousand, based on the most recent population estimates issued by the United States bureau of the census." In March of 2103 the ECI State Board granted a three-year waiver for Muscatine county to remain as a one county area due to that point in time designation process, known then as Levels of Excellence. This was not revisited after the three-year period but the Woods & Poole population estimates continue to demonstrate Muscatine county's population for children zero through age five is under the 5,000-population threshold.

In response to the on-going performance improvement plan needs, population thresholds in the county, and no current acting ECI Area Director, the ECI State Office is officially recommending to the ECI State Board to approve the transition of the Muscatine ECI Area to join a nearby ECI Area. A formal recommendation for which nearby area to merge will be made during the ECI State Board November 1, 2024 meeting.

During these immediate needs for the Muscatine ECI Area the nearby ECI Area Directors for Des Moines, Henry, Louisa, and Washington (DHLW) ECI, Cedar and Jones ECI, and Johnson County ECI have been providing intensive and on-going administrative and leadership support locally, and in direct daily connection to the ECI State Office. The support of the citizen-led Muscatine ECI Area board members and their board chair, community partners and contractors, nearby ECI Area Directors, and Central Iowa Juvenile Detention Center as the fiscal agent and employer of record has been tremendously important during these immediate needs and transition planning. Our collective priority has been to work collaboratively so services to families and their children are disrupted as little as possible.

#### **Association of ECI Area Boards and Advocates**

- DHLW association dues for FY25 have been paid. The Association hosts monthly Open-Ended Guidance sessions for directors and local board members. A special webinar was hosted by the association on August 29<sup>th</sup> to review the new open meetings laws. Eide & Heisinger LLC hosted a *Legislative Session Summary* on June 10<sup>th</sup> and reviewed primary election results. Local Board members may RSVP for all activities on the [AECIAB&A](#) website or contact Tasha Beghtol for information.
- Save the Date! Association annual meeting is scheduled for November 14<sup>th</sup> 2024. 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 August 16<sup>th</sup> and began planning for 2025 activities. The Burlington family concert and resource fair is being planned in partnership with The Day of the Child. Jim Gill is scheduled to return to Williamsburg, Keokuk, and Burlington on March 21<sup>st</sup> and 22<sup>nd</sup>.
- The committee reviewed and discussed evaluation results from the conference. SCC posed several logistical challenges for the conference and members agreed to look into options to bring the event back to Mt Pleasant. Tentative date for the conference is April 26<sup>th</sup> 2025.

#### **Other Updates**

##### 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 and scheduled to meet on September 27<sup>th</sup> develop initiative plan and sustainability options.

##### Family Support – Board member guest visits

- An opportunity for DHLW board members to join one of the family support staff during a home visit has been made available by The Family Connection and Louisa Healthy Families. A participating family in Louisa, Henry, and Washington counties has given permission for a guest to accompany their parent educator during a visit. Board members will share their experiences at the November DHLW meeting. Cyndi Mears has volunteered for a Louisa county visit and Unity Stevens has volunteered for a Henry county visit. We are still looking for a board member to attend a visit in Washington County. Please contact Tasha asap if you are interested.