

DHLW+M Early Childhood Area

Des Moines, Henry, Louisa, Washington, Muscatine

August 19th 2025

5pm

Mt Pleasant Public Library

307 E Monroe, Mt Pleasant IA. 52641

Zoom option: Meeting ID: 813 4962 4904 Passcode: 857602

Minutes

Members Present: Matt Latcham, Tricia Lipski, Cyndi Mears, Melody Raub, Mike Steele, Unity Stevens, Stan Stoops, Paris White

Members Absent: Jim Cary, Shawn Maine

Advisory members and guests present: Tasha Beghtol, Toni Krana, Linda Cavazos, Melissa Tucker, Jojo Greene, Shane Orr, Cheryl Flaatten

Meeting was called to order by Chair, Matt Latcham, at 5:00pm with a quorum present

Consent Agenda

Motion to approve the consent agenda, June 17th 2025 minutes, and Admin update as presented.

Moved: Melody Raub **Seconded:** Unity Stevens

Motion carried unanimously

Paris White arrived at 5:02

Financial Report

Melody Raub reviewed the financial summaries and the monthly postings report from Central Iowa Juvenile Detention Center. The month of August includes two summaries due to the change in fiscal year. Majority of the expenses in August are FY25.

Motion to accept the financial summary as presented

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

Motion carried unanimously

Executive Committee

Policy 4.9a applications

Minutes from the Executive committee meetings on August 8th & 18th were provided in the packet. 7 requests were reviewed by the Executive Committee and recommended for consideration. Total of all 7 requests is \$10,690.41 and will come from the Policy 4.9a line item in the board budget.

Motion to approve the one-time funding requests as recommended.

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

Motion carried unanimously

FY26 Board Budget amendments

Tasha Beghtol reviewed recommendations for budget adjustments from the Executive Committee.

1. Increase the Summit budget to \$6,000 to include expenses for the annual provider conference in addition to the resource fairs.
2. Increase the Policy 4.9a (One-time purchase or Short-term activity) line item to \$35,000 to provide opportunity to direct program staff seeking support to attend professional development events.

Motion to approve the FY26 board budget line item increases as recommended.

Moved by Melody Raub **Seconded** by Mike Steele

Motion carried unanimously

Policy 4.10 Preschool Tuition Scholarship Program Criteria

Revisions to Policy 4.10 were drafted by the Preschool Scholarship RFP Committee to align with the new Tool O requirements provided by the state ECI office.

Motion to approve the revisions to Policy 4.10 as presented.

Moved by Cyndi Mears **Seconded** by Tricia Lipski

Stan Stoops was absent during this vote

Motion carried unanimously

Stan Stoops returned at 5:20pm

Request for Proposal (RFP)

Tasha Beghtol reviewed the RFP documents and timeline. The Executive Committee recommends \$110,000 to be used for the RFP based on previous budget amendments.

Motion to approve the release of an RFP for additional projects in FY26.

Moved by Unity Stevens **Seconded** by Melody Raub

Motion carried unanimously

Preschool Scholarship Coordination

Tasha Beghtol noted that the board did not receive any applications for the Preschool Scholarship RFP. Cheryl Flaatten, previous scholarship coordinator, has agreed to provide the service as an independent contractor. A contract cannot be released until Cheryl is able to complete the process of getting an EIN and Professional Liability Ins. Preschools will be notified as soon as the contract and applications are ready to go. The contract will be for Coordination services only and includes a total budget of \$9,750. Tuition payments to the preschools will come directly from the DHLW+M office.

Motion to approve the contract for Preschool Scholarship Coordination as presented.

Moved by Melody Raub **Seconded** by Tricia Lipski

Motion carried unanimously

Annual Report

Tasha Beghtol shared a power point presentation highlighting program activities and outcome data for FY25. Members reviewed other required documents for the annual report including the board matrix, SR financial statements, and EC financial statements. Corrections to the matrix were made for updated employer information and clarification of member representation. The financial statements have been reviewed and signed by the fiscal agent. Total carryover amounts are \$19,694.07 (10%) in EC funds, and \$93,524.36 (9%) in SR funds.

Motion to approve the annual report documents as presented.

Moved by Melody Raub **Seconded** by Unity Stevens

Motion carried unanimously

Administrative Update

A written report was provided.

Meeting adjourned at 6:20pm by Matt Latcham

Minutes submitted by Tasha Beghtol, Director

Approved on _____ September 16th 2025 _____

DHLW+M Early Childhood Area

Des Moines, Henry, Louisa, Muscatine, Washington

Administrative Update **AUGUST 2025**

ECI Updates

District Transition Workgroup

A workgroup was formed per ECI State board action at the June 6th 2025 meeting. An application for participation was sent out and 15 individuals were selected. Tasha Beghtol and Unity Stevens were selected as members. The workgroup held 3 meetings, June 19th & 26th and July 10th. It was expected to meet weekly through the month of September, but meetings have been cancelled due to concerns raised about open meeting requirements. No further instructions have been provided by the state office at this time.

FY26 Changes

Additional items are now required to be uploaded prior to receiving the first quarter payment. Previously an ECI area had to have an approved budget and signed fiscal agent agreement. In addition to those, directors must also upload all local contracts (signed), proof of ECI Area insurance, employer of record agreement, sample local preschool scholarship agreement, local MOU templates used for quality improvement projects, home visitation budgets per program, and proof of home visitation model certification.

The ECI state team has provided new monthly fiscal tracking excel sheets to each ECI Area Directors. The documents are a new requirement to be uploaded monthly into iowagrants. The intent is to improve local and state monitoring and access to information. The sheets also include contact information for each local contract.

The required documents and process for submitting annual report information has changed. Program performance measures and highlights are now submitted in Qualtrics and is due by August 30th. This data was previously submitted through iowagrants and due September 15th. The financial statements and board matrix are still due on September 15th and submitted through iowagrants.

State Board

The ECI State Board's next regularly scheduled meeting is September 5th 2025. ECI meeting information can be found on the [Iowa HHS website under 'public meetings'](#) and members from the public are welcome to attend. Discussion and potential action are anticipated relating to the transition to Districts.

Association of ECI Area Boards and Advocates

The Association met on August 5th 2025. Members discussed concerns about the transition to districts and lack of information for how and when to complete the process. Members agreed to reach out to

citizen members of the ECI State Board prior to the September 5th meeting to share local updates and information.

District update

The District 6 Team met on July 7th in Fairfield. The morning was spent with the Infant and Early childhood Mental Health Consultants currently contracting with an ECI board that makes up District 6. Consultants shared information about their work and services. This service type has been identified by the D6 Team as a common priority service. The group has requested to meet quarterly to continue discussions and planning.

The D6 Team spent the afternoon of July 7th developing a comprehensive calendar of activities to transition successfully to the ECI District 6 Board. The calendar was shared with the state team and was incorporated into the initial meetings of the transition workgroup.

The ECI District Board Elect will have an in-person meeting on September 3rd 2025 in Richland. The agenda includes opportunities to begin learning about programs across the 14 counties and transition planning.