



**DHLW+M Early Childhood Area**  
Des Moines, Henry, Louisa, Washington, Muscatine

**Draft**

AGENDA			
DATE	AUGUST 19 <sup>TH</sup> 2025	TIME	5:00pm
LOCATION	<p>Online zoom  <a href="https://us02web.zoom.us/j/81349624904?pwd=XD5QeYElTbLmaTmdvyb60ACbImhZa.1">https://us02web.zoom.us/j/81349624904?pwd=XD5QeYElTbLmaTmdvyb60ACbImhZa.1</a>            Meeting ID: 813 4962 4904            Passcode: 857602              Mt Pleasant Public Library            307 E Monroe, Mt. Pleasant, IA. 52641  <i>(If circumstances require a virtual only meeting, then notice will be posted on the <a href="http://DHLW.org">DHLW.org</a> homepage.)</i> </p>		

TIME		
5:00pm	<b>Welcome/Introductions</b>	
	<b>Consent Agenda:</b> <ul style="list-style-type: none"> <li>• Agenda for today's meeting</li> <li>• Approval of minutes from June 17<sup>th</sup> 2025</li> <li>• Administrative Update</li> </ul>	Action
	<b>Public Comment</b> (limit of 3 minutes per person)	
	<b>Financial Report</b> – Treasurer <ol style="list-style-type: none"> <li>1. Consider approval of current financial summary</li> </ol>	Action
	<b>Executive Committee</b> <ol style="list-style-type: none"> <li>2. Consider approval of Policy 4.9a applications</li> <li>3. Consider approval of DHLW+M FY26 budget amendments</li> <li>4. Consider approval of revised Policy 4.10</li> <li>5. Consider approval to release a Request For Proposal for Tool O services</li> <li>6. Consider approval for Preschool Scholarship Coordination services</li> </ol>	Action Action Action Action Action
	<b>Annual Report</b> <ol style="list-style-type: none"> <li>7. Annual report presentation</li> <li>8. Consider approval of FY25 Annual Report documents and Financial Statements</li> </ol>	Action

*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.*

	<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+M Early Childhood Area**

*Des Moines, Henry, Louisa, Washington, Muscatine*

June 17<sup>th</sup> 2025

5pm

**Online meeting:**

<https://us02web.zoom.us/j/83928965824?pwd=VUVHTGppd3BaWmF2OHZEQmtGb3pPUT09>

Meeting ID: 839 2896 5824 Passcode: 505809

### **Minutes**

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

**Members Absent:** Jim Cary, Shawn Maine, Paris White

**Advisory members and guests present:** Tasha Beghtol, Amy McLaughlin, Toni Krana, Jacki McCracken, Jojo Greene, Ginger Knisely, Shane Orr, Jacob Dornbush

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

### **Consent Agenda**

**Motion** to approve the consent agenda, May 20th 2025 minutes , and Admin update as presented.

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

**Motion carried unanimously**

Tricia Lipski arrived 5:04

### **Financial Report**

Melody Raub reviewed the financial summary and the monthly postings report from Central Iowa Juvenile Detention Center. The report reflects program expenses through April. Programs are spending as expected. DHLW+M budget for the Summit will show overspent until both reimbursements are deposited.

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

**Moved:** Tricia Lipski    **Seconded:** Unity Stevens

**Motion carried unanimously**

### **Executive Committee**

#### Bylaws – 2<sup>nd</sup> and final review

Tasha Beghtol reviewed bylaw revisions as initially presented and approved on at the May meeting.

**Motion** to approve revisions of bylaws as presented.

**Moved:** Melody Raub    **Seconded:** Tricia Lipski

**Motion carried unanimously**

## **FY26 Funding and Budget**

Tasha Beghtol reviewed the new family support contract template provided by the state office and shared updates regarding the Shared Visions funding. The DHLW+M board awarded additional funding to LSI last month in order to cover the anticipated gap in PAT services in Muscatine county due to no Shared Visions funding. Since that meeting the application for renewal of that money has been released so the additional funds are no longer needed. LSI will move forward with the original RFR and amount requested.

### HOPES Des Moines County

Members reviewed a revised budget from Lee County Health Dept for the HOPES program in Des Moines County. The program was awarded less than the amount requested. The revised budget reflects the amount awarded of \$49,500.

**Motion** to approve the revised budget as presented and to issue a contract with Lee County Health Department.

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

**Motion carried unanimously**

### FY26 budget

Members reviewed and discussed potential use of the unallocated funds available in the budget. Members agreed to allocate funds under board policy 4.9a which allows for requests to fund one-time purchases or activities. The board may change the amount of funds in this line item as needed.

Discussion was held regarding Preschool Scholarships in Des Moines, Henry, Louisa, and Washington counties. Since Community Action of SE Iowa did not submit a renewal application this program the board will need to release an RFP or seek out an agency to help. Tasha Beghtol shared that there are new regulations specific to scholarship programs that will limit the number of eligible families and potentially increase the administration time for the program. A committee of the board will convene to review a draft RFP for scholarships only and release it no later than July 15<sup>th</sup>.

**Motion** to approve budget adjustments that include \$20,000 under Policy 4.9a and \$40,000 toward a Preschool Scholarship RFP.

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

**Friendly amendment** by Tricia Lipski to increase the Scholarship RFP amount to \$50,000 to plan for potential added coordination costs.

**Amendment accepted by Melody and Unity**

**Motion carried unanimously as amended**

### **Family Support contract Bonus**

Tasha Beghtol reviewed the contract bonus requirements and language regarding the ASQ screenings. The frequency of screenings in DAISEY includes multiple times per year. The Family Connection has reached out to the DHLW+M office and confirmed that they have not achieved the frequency as required in DAISEY and Tool FF, but believe that contract language indicates that the ASQ only needs to be done 1

time per year. Members reviewed and discussed the current contract language and it's reference to Tool FF. The new template used for FY26 is more prescriptive and the contract bonus is not included.

**Motion** to allow The Family Connection to be eligible for a bonus based on completion of 1 ASQ during the year and to provide documentation of screenings to the DHLW+M office.

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

**Motion carried**

**Abstention by** Unity Stevens

#### **Administrative Update**

A written report was provided.

Meeting adjourned at 6:00pm by Matt Latcham

Minutes submitted by Tasha Beghtol, Director

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

## **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 6<sup>th</sup> 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 19<sup>th</sup> & 26<sup>th</sup> and July 10<sup>th</sup>. 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 30<sup>th</sup>. This data was previously submitted through iowagrants and due September 15<sup>th</sup>. The financial statements and board matrix are still due on September 15<sup>th</sup> and submitted through iowagrants.

##### State Board

The ECI State Board's next regularly scheduled meeting is September 5<sup>th</sup> 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 5<sup>th</sup> 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 5<sup>th</sup> meeting to share local updates and information.

### **District update**

The District 6 Team met on July 7<sup>th</sup> 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 7<sup>th</sup> 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 3<sup>rd</sup> 2025 in Richland. The agenda includes opportunities to begin learning about programs across the 14 counties and transition planning.

# DHLW+M Early Childhood Area - FINANCIAL SUMMARY

AUGUST 2025

Bank balance as of

7/31/2025 \$

130,502.80

## CIJDC financial report for JULY

### REVENUE

DHLW FY24 carryover	\$	77,527.52
Muscatine FY24 carryover	\$	4,031.70
Muscatine 1st & 2nd QTR Payments	\$	175,018.50
FY25 DHLW+M QTR Payments	\$	1,018,783.50
DHLW+M Interest earned YTD	\$	3,189.42
Muscatine interest (July-Feb)	\$	517.44
	\$	<b>1,279,068.08</b>

### EXPENDITURE

YTD expenditures CIJDC report	\$	1,120,073.93
SEI EC Project reimbursements	\$	(87,915.49)
Summit reimbursements	\$	(7,980.31)
ICAP pd in June	\$	2,987.00
Assn' dues pd in June	\$	938.00
Muscatine staff reimbursement	\$	(4,780.27)
ICAP reimbursement	\$	(188.16)
	\$	<b>1,023,134.70</b>

## SUMMARY BY CONTRACT

	PROGRAM	TOTAL ALLOCATED	DHLW+M Y-T-D EXPENSES	MUSCATINE JULY-DEC EXP	BALANCE OF FUNDS	TOTAL PERCENT SPENT
1	CCNC - HLMW 4 counties	\$ 107,188.00	\$ 80,901.73	\$ 26,000.00	\$ 286.27	100%
2	CCNC - DSM Co	\$ 41,867.53	\$ 41,867.53		\$ (0.00)	100%
3	COORDINATED INTAKE	\$ 22,844.00	\$ 11,421.99	\$ 11,235.96	\$ 186.05	99%
4	HOPES - Des Moines Co	\$ 73,406.03	\$ 69,665.96		\$ 3,740.07	95%
5	Bonus HOPES - DSM co	\$ 8,156.00	\$ -		\$ 8,156.00	NA
6	THE FAMILY CONNECTION	\$ 257,910.00	\$ 253,778.27		\$ 4,131.73	98%
7	Bonus Family Connection	\$ 28,848.00	\$ 18,390.60		\$ 10,457.40	NA
8	LSI - Louisa & Muscatine	\$ 207,390.72	\$ 144,090.06	\$ 61,893.72	\$ 1,406.94	99%
9	Bonus Louisa Healthy Families	\$ 8,664.00	\$ 5,523.30		\$ 3,140.70	NA
10	DENTAL	\$ 65,000.00	\$ 64,634.99		\$ 365.01	99%
11	IMAGINATION LIBRARY *6 mos	\$ 10,000.00	\$ 10,000.00		\$ -	100%
12	PRESCHOOL SCHOLARSHIPS - All	\$ 53,963.00	\$ 48,972.99		\$ 4,990.01	91%
13	SEI EC Project (DHLW only)	\$ 122,179.16	\$ 104,826.87		\$ 17,352.29	86%
14	TRANSPORTATION	\$ 37,539.39	\$ 21,026.18	\$ 15,480.00	\$ 1,033.21	97%
15	WEST LIBERTY CSD	\$ 16,525.00	\$ 8,262.50	\$ 8,262.50	\$ -	100%
16	STAFF & Benefits	\$ 121,413.00	\$ 116,133.43	\$ 14,277.84	\$ 5,279.57	96%
17	MILEAGE	\$ 5,000.00	\$ 3,411.39		\$ 1,588.61	68%
18	EC ADMINISTRATION	\$ 4,732.57	\$ 3,253.07	\$ 1,035.89	\$ 443.61	91%
19	SR- ADMINISTRATION	\$ 18,649.05	\$ 11,973.84	\$ 4,529.04	\$ 2,146.17	88%
20	SR general SUMMIT*	\$ 6,000.00	\$ 5,000.00		\$ 1,000.00	83%
	TOTAL	\$ 1,217,275.45	\$ <b>1,023,134.70</b>		\$ 65,703.64	84%

## SUMMARY BY FUNDING CATEGORY

CATEGORY	TOTAL DHLW+M BUDGET	Y-T-D EXPENSES	MUSCATINE JULY- DEC EXP	BALANCE	% SPENT
SR - ADMIN	\$ 49,451.40	\$ 39,568.40	\$ 6,004.63	\$ 3,878.37	92%
SR - QUALITY IMPROVEMENT	\$ 105,960.22	\$ 77,173.06	\$ 12,516.69	\$ 16,270.47	85%
SR - GENERAL	\$ 832,924.88	\$ 663,685.61	\$ 96,872.18	\$ 72,367.09	91%
SR General SUMMIT	\$ 6,000.00	\$ 5,000.00		\$ 1,000.00	83%
SR General SEI EC Project (DHLW p	\$ 28,179.16	\$ 28,170.73		\$ 8.43	100%
EC ADMIN	\$ 12,383.06	\$ 10,111.50	\$ 1,321.45	\$ 950.11	92%
EC - General SEI EC Project (DHLW	\$ 94,000.00	\$ 76,656.14		\$ 17,343.86	82%
EC - GENERAL	\$ 150,169.36	\$ 122,769.26	\$ 26,000.00	\$ 1,400.10	99%
TOTAL	\$ 1,279,068.08	\$ <b>1,023,134.70</b>	\$ <b>142,714.95</b>	\$ 113,218.43	91%



3:21 PM  
08/06/25  
Cash Basis

Central Iowa Detention  
DHLW #1 Postings Report- MONTH CASH  
July 2025

FY25

Num	Date	Name	Account	Paid Amount
DEP	07/10/2025	Deposit	DHLW SR-SEI EC Project	5,792.50
DEP	07/15/2025	Deposit	DHLW SR-SEI EC Project	3,152.67
2126	07/16/2025	CIJDC	DHLW EC Admn VISA	-85.38 ✓
2132 ✓	07/16/2025	Trinity Muscatine Public Health	DHLW EC General CCNC	-10,454.28 ✓
2133 ✓	07/16/2025	Lee county Health	DHLW EC General CCNC	-3,870.74 ✓
2126	07/16/2025	CIJDC	DHLW SR Admn VISA	-341.51 ✓
2127 ✓	07/16/2025	United Way of Muscatine County	DHLW SR General Imag. Library	-1,666.65 ✓
2128 ✓	07/16/2025	United Way of Muscatine County	DHLW SR General Transportation	-390.39 ✓
2129 ✓	07/16/2025	Community Action of Southeast Iowa	DHLW SR General Scholarships	-7,641.76 ✓
2130 ✓	07/16/2025	Trinity Muscatine Public Health	DHLW SR General car Intake	-1,586.57 ✓
2131 ✓	07/16/2025	Lutheran Services in Iowa	DHLW SR General w/Bonus	-18,974.96 ✓
2134 ✓	07/16/2025	Lee county Health	DHLW SR General Dental	-58.42 ✓
2135 ✓	07/16/2025	Henry County Extension	DHLW SR General	-20,366.85 ✓
2137 ✓	07/16/2025	Lee county Health	DHLW SR General HOPES	-5,818.62 ✓
2136	07/16/2025	Henry County Extension	DHLW EC-SEI EC Project	-7,063.92 ✓
2136 ✓	07/16/2025	Henry County Extension	DHLW SR-SEI EC Project	-8,699.42 ✓
TOTAL				-78,074.30

Last FY25 reimbursement from  
Lec/VB was OEP 8/4/25  
\$5546.75

Bank balance as of 7/31/2025 \$ 130,502.80

CIJDC financial report				
REVENUE			EXPENDITURE	
DHLW+M FY25 carryover	\$	113,218.43	CIJDC report	\$ 19,103.87
DHLW+M Interest earned YTD	\$	153.05	SEI EC Project reimbursements	\$ -
			Summit reimbursements	\$ -
TOTAL			\$	19,103.87

## SUMMARY BY CONTRACT

	PROGRAM	CONTRACT AMOUNT	DHLW+M Y-T-D EXPENSES	BALANCE OF FUNDS	TOTAL PERCENT SPENT
1	COORDINATED INTAKE	\$ 17,505.00	\$ -	\$ 17,505.00	0%
2	HOPES - Des Moines Co	\$ 49,500.00	\$ -	\$ 49,500.00	0%
3	THE FAMILY CONNECTION	\$ 247,234.00	\$ -	\$ 247,234.00	0%
4	LSI - Louisa & Muscatine	\$ 250,767.00	\$ -	\$ 250,767.00	0%
5	DENTAL	\$ 79,663.45	\$ -	\$ 79,663.45	0%
6	IMAGINATION LIBRARY -MC	\$ 10,000.00	\$ -	\$ 10,000.00	0%
7	PRESCHOOL SCHOLARSHIPS - MC	\$ 12,774.70	\$ -	\$ 12,774.70	0%
8	PRESCHOOL SCHOLARSHIPS -DHLW	\$ -	\$ -	\$ -	#DIV/0!
9	SEI EC Project (DHLW+M only)	\$ 126,731.54	\$ -	\$ 126,731.54	0%
10	TRANSPORTATION	\$ 80,227.75	\$ -	\$ 80,227.75	0%
11	POLICY 4.9a	\$ 20,000.00	\$ -	\$ 20,000.00	0%
12	STAFF & Benefits	\$ 126,280.18	\$ 13,806.54	\$ 112,473.64	11%
13	MILEAGE	\$ 5,000.00	\$ 325.66	\$ 4,674.34	7%
14	ADMINISTRATION	\$ 18,469.31	\$ 4,971.67	\$ 13,497.64	27%
15	SUMMIT*	\$ 2,500.00	\$ -	\$ 2,500.00	0%
	TOTAL	\$ 1,046,652.93	\$ 19,103.87	\$ 1,027,549.06	2%

## SUMMARY BY FUNDING CATEGORY

	CATEGORY	TOTAL DHLW+M BUDGET	Y-T-D EXPENSES	BALANCE	% SPENT
	ADMIN	\$ 55,664.07	\$ 9,113.64	\$ 46,550.43	16%
	COMMUNITY COLLABORATION	\$ 119,211.47	\$ 9,990.23	\$ 109,221.24	8%
	FAMILY SUPPORT	\$ 416,035.56	\$ -	\$ 416,035.56	0%
	DISCRETIONARY	\$ 641,960.15	\$ -	\$ 641,960.15	0%
	TOTAL	\$ 1,232,871.25	\$ 19,103.87	\$ 1,213,767.38	2%

8:49 AM

08/11/25

Cash Basis

## Central Iowa Detention

## DHLW #1 Postings Report- MONTH CASH

July 2025

Num	Date	Name	Account	Paid Amount
2124	07/01/2025	Association of ECI Area Board	DHLW- Admin	-1,017.00
2125	07/01/2025	ICAP	DHLW- Admin <i>Liability Ins</i>	-3,246.00
2138	07/31/2025	CIJDC	DHLW- Admin	-4,850.64
2138	07/31/2025	CIJDC	DHLW- Community Plan & Collab <i>Staff Fiscal</i>	-9,990.23
INT	07/31/2025	ECI	DHLW- Interest	153.05
TOTAL				-18,950.82

# **DHLW+M Early Childhood Area**

*Des Moines, Henry, Louisa, Washington, Muscatine*

## **Executive Committee**

**August 8<sup>th</sup> 2025**

**9:00am**

**Join Zoom Meeting**

**<https://us02web.zoom.us/j/81698409689?pwd=oVZ67laWnuJ3Jf7ihDaevU7OL5gKW4.1>**

**Meeting ID: 816 9840 9689**

**Passcode: 452057**

## **MINUTES**

### **1. Preschool Scholarship RFP**

The RFP deadline was August 4<sup>th</sup> with no applications received. Tasha Beghtol shared that she reached out to Cheryl Flaatten, retired former scholarship coordinator, about doing the work as independent contractor. Members agreed that Cheryl would be an ideal candidate. Tasha noted that Cheryl said she would be interested and further details would need to be sorted out. Tasha will consult with the state office on logistics of an independent contract and details to be covered. Members agreed by consensus, pending Cheryl's agreement and approval by the state, to recommend a contract with Cheryl Flaatten at the August 19<sup>th</sup> meeting for coordination of the preschool scholarships in DHLW.

Members reviewed draft revisions to Policy 4.10 (Preschool Scholarship Program Criteria). The policy was updated by the RFP committee and reflects changes that the state office implemented in Tool O. Members agreed by consensus to recommend approval of revised Policy 4.10 at the August 19<sup>th</sup> meeting.

### **2. FY26 Budget – review and discuss budget amendments**

Members reviewed the FY26 budget and discussed options for the unallocated funds. Tasha shared that she has received confirmation that the provider conference portion of the annual summit is allowable under Professional Development service type. The board previously set aside \$2500 in the summit line item for the Resource Fairs/Concerts. Members agreed by consensus to increase the summit line item to \$6,000 total, covering both the conference and resource fairs.

*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.*

### 3. Policy 4.9a applications

Members reviewed and discussed 5 completed applications. The budget for Policy 4.9a is \$20,000. Consensus to recommend approval of applications and funding as outlined in the table below.

Policy 4.9a Applications Recommend for August 19th 2025 meeting			
Date received	Applicant	Amount	Request overview & Comments
7/14/2025	YMCA of Washington County, Cornelia Day Child Care Center	\$1,207.82	Purchase 4 CPR manikins and additional equipment. Required letter of support received. Meets a Quality Improvement service type.
7/15/2025	Unity Point Trinity Muscatine Public Health, CCNC Program	\$2,693.55	Purchase 8 CPR manikins and additional equipment. Meets a Quality Improvement service type.
7/15/2025	Lutheran Services in Iowa	\$1,250.00	Request support for the cost of HFA Peer Reviewer Training. Meets a Professional Development service type.
7/25/2025	Henry County Public health	\$ 500.00	Purchase car seats. Meets a Quality Improvement OR Car seat Safety service type.
7/30/2025	Henry County Public health	\$ 500.00	Purchase health and safety items to enhance the newborn home visiting program. Meets a Quality Improvement service type.
		\$6,151.37	Total recommended for approval

#### Iowa AEYC request

Tasha shared that Iowa AEYC reached out about providers from the DHLW+M area who have registered for their fall conference. Iowa AEYC offers scholarships, but does not have any left and asked if the DHLW+M would consider covering scholarships for 8 providers registered. Iowa AEYC would invoice DHLW+M directly prior to the conference. The estimated/maximum cost is \$2,687. Members agreed by consensus to recommend approving the request under the Policy 4.9a line item.

#### Professional Development Options under Policy 4.9a

Discussion was held regarding using the short application under Policy 4.9a to support current contractors sending direct staff to conferences. Members agreed that having funds available for this type of one-time activity is beneficial for programs. Members agreed to increase the Policy 4.9a line item to \$35,000 in order to accommodate additional requests that may come in. Tasha will provide additional communication to current contractors regarding the opportunity.

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#### Additional RFP process

Members reviewed the FY26 budget with updated unallocated amounts and considered options for releasing another RFP. Members agreed that using a formal RFP process open to anyone interested is the best approach. Tasha will draft an RFP that includes all service types available in Tool O. The Executive Committee will reconvene on August 18<sup>th</sup> to review the draft and edit as needed. The RFP materials will be included on the August 19<sup>th</sup> agenda for approval.

#### **4. ECI updates – district transitions**

The transition to districts is still expected to proceed with updates and potential action to be done at the September 5<sup>th</sup> ECI State Board meeting. The district workgroup created by the state ECI board has met 3 times. The District 6 Team continues to meet and has developed a calendar of activities for transition work. The District 6 Board Elect is planning to meet September 3<sup>rd</sup>.

*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+M Early Childhood Area**  
*Des Moines, Henry, Louisa, Washington, Muscatine*

**Executive Committee**

**August 18<sup>th</sup> 2025**  
**9:00am**

**Meeting ID: 816 9840 9689**  
**Passcode: 452057**

**MINUTES**

Members present: Cyndi Mears, Melody Raub, and Tasha Beghtol

**1. Preschool Scholarship Contract**

Tasha Beghtol provided an update on the independent contract with Cheryl Flaatten and reviewed the budget proposal. Cheryl has applied for an EIN and is currently working to obtain professional liability insurance. Members agreed by consensus to recommend approval of the scholarship coordination contract at the August 19<sup>th</sup> 2025 full board. The contract will not be released for signatures until proof of insurance is confirmed.

**2. RFP**

Members reviewed and revised a draft RFP for Tool O services. Members agreed by consensus to recommend that the RFP application be considered for approval at the August 19<sup>th</sup> 2025 board meeting.

**3. Policy 4.9a applications - Updated**

An application that came in after the last Executive Committee meeting was approved to be added to list for the full board meeting on August 19<sup>th</sup>. Revised list below.

Policy 4.9a Applications Recommend for August 19th 2025 meeting			
Date received/ complete	Applicant	Amount	Request overview & Comments
7/14/2025	YMCA of Washington County, Cornelia Day Child Care Center	\$1,207.82	Purchase 4 CPR manikins and additional equipment. Required letter of support received. Meets a Quality Improvement service type.
7/15/2025	Unity Point Trinity Muscatine Public Health, CCNC Program	\$2,693.55	Purchase 8 CPR manikins and additional equipment. Meets a Quality Improvement service type.

*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.*

7/15/2025	Lutheran Services in Iowa	\$1,250.00	Request support for the cost of HFA Peer Reviewer Training. Meets a Professional Development service type.
7/25/2025	Henry County Public health	\$ 500.00	Purchase car seats. Meets a Quality Improvement OR Car seat Safety service type.
7/30/2025	Henry County Public health	\$ 500.00	Purchase health and safety items to enhance the newborn home visiting program. Meets a Quality Improvement service type.
8/11/2025	Happy Time Child Care	\$ 1852.04	Purchase security cameras. Required letter of support received.
		\$8,003.41	Total recommended for approval

*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.*



## FY26 WORKING BUDGET - DHLW+M

### REVENUE

FY25 TOTAL CARRY OVER	\$ 113,218.43	includes int	
FY26 TOTAL ALLOCATION	\$ 1,119,652.82		\$ 223,930.56 MAX CARRY OVER
TOTAL	\$ 1,232,871.25		

### PLANNED EXPENDITURES

	BUDGET	AWARD AMOUNT	PROGRAM	NOTES
<b>Administration</b>	<b>\$ 55,664.07</b>	\$ 8,504.00	fiscal agent, EOR, audit	no change
allocation	\$ 50,835.59	\$ 3,246.00	liability insurance	actual
Admin carryover	\$ 4,828.48	\$ 1,017.00	Association fees	
		\$ 38,000.00	Staff	salary, benefits, mileage
		\$ 4,897.07	supplies - operation	
<b>subtotal</b>		<b>\$ 55,664.07</b>		
<b>unallocated</b>		<b>\$ -</b>		
 <b>Community Planning Collaboration</b>	 <b>\$ 119,211.47</b>			
allocation	\$ 102,941.00	\$ 88,280.18	staff	salary, benefits, mileage
QI carryover	\$ 16,270.47	\$ 10,000.00	Tool O services	open RFP
<b>subtotal</b>		<b>\$ 98,280.18</b>		
<b>unallocated</b>		<b>\$ 20,931.29</b>		
 <b>Home Visitation</b>	 <b>\$ 416,035.56</b>			
allocation	\$ 416,035.56	\$ 165,269.56	Family Connection	Henry Washington PAT model through ISU Ext
		\$ 250,766.00	Early Childhood Home Visitation	Name change - LSI expanding services to cover Louisa, Muscatine, & Des Moines counties
<b>subtotal</b>		<b>\$ 416,035.56</b>		
<b>unallocated</b>		<b>\$ -</b>		
 <b>Discretionary</b>	 <b>\$ 641,960.15</b>			
allocation	\$ 549,840.67	\$ 17,505.00	Coordinated Intake	Muscatine, Louisa - Muscatine Public Health
carry over	\$ 92,119.48	\$ 79,664.00	Dental	All counties - Lee Co Health Dept
		\$ 10,000.00	Imagination library	Muscatine only - United Way of Muscatine
		\$ 12,755.00	Preschool Scholarships - Muscatine	muscatine only request from United Way - CAofSEIA not applying
		\$ 40,250.00	Preschool Scholarships - DHLW	tuition payment made direct by DHLW+M office
		\$ 9,750.00	Preschool Scholarship Coordination - DHLW	independent contractor
		\$ 126,762.00	SE Iowa EC Project (Mental Health Consultation)	All counties - assumes level funding for full year - ISU Ext
		\$ 80,228.00	Transportation	Muscatine only - United Way of Muscatine
		\$ 49,500.00	HOPES DSM county	Des Moines (HOPES) Lee county PH contractor
	\$ 247,234.56	\$ 81,965.00	Family Connection	Henry Washington PAT model through ISU Ext
		\$ 90,000.00	Tool O services	open RFP
		\$ 35,000.00	Policy 4.9a	one-time purchase or short term project funding
		\$ 6,000.00	summit	resource fairs/concerts & conference
<b>subtotal</b>		<b>\$ 639,379.00</b>		
2% <b>unallocated</b>		<b>\$ 2,581.15</b>		

Policy ID: 4.10	Title: <b>Preschool Tuition Scholarship Program Criteria</b>	Date Approved: 6/14/2016
Effective Date: 7/1/2016	Approved by: DHLW+M Early Childhood Area Board	
Revised: 4-14-2020, May 2021, Pending action on August 19 <sup>th</sup> 2025		

**Policy:** Preschool programs receiving tuition scholarship funds shall meet quality standards as identified by the DHLW+M Board.

**Bylaw/ECI Regulation:** Tool O – *Early Care and Education Scholarships* service type

**Purpose:** The Preschool Tuition Scholarship Program provides assistance to low-income families with a child(ren) age 3-5 years attending a preschool that meets DHLW+M identified quality standards. Scholarships are awarded based on requirements identified in ECI Tool O. Requirements include income level, availability of scholarship funds, and eligibility of other available resources. Scholarships are paid directly to the approved preschool program and shall not exceed \$200 per month per scholarship recipient. Families do not receive direct payments and are responsible for any tuition costs that exceed the maximum scholarship amount

**Scope:** This policy applies to preschool programs that receive tuition reimbursements for children attending the program and approved for a scholarship by the Preschool Scholarship Program Coordinator.

**Responsibilities:** The contracting agency receiving DHLW+M funding for the purpose of implementing the Preschool Tuition Scholarship Program is responsible for assuring that quality standards are met by participating preschools. The DHLW+M Board is responsible for determining quality standards and authorizing waivers in the event that special circumstances arise. The contracting agency may not authorize waivers to quality criteria.

**Definitions:** Contracting Agency – The organization that receives funding from DHLW+M to implement the Preschool Tuition Scholarship Program.  
Statewide Voluntary Preschool Program (SVPP) – Four-year-old no cost preschool program meeting Iowa Department of Education standards and implemented by a local CSD or a community-based partner.  
Preschool Scholarship Program Coordinator – Staff person assigned by the contracting agency to supervise and implement the scholarship program.

**Required criteria:** Preschool programs participating in the Preschool Tuition Scholarship Program must meet one of the following quality standards:

- a) NAEYC accreditation
- b) Head Start standards
- c) QPPS Quality Preschool Program Standards
- d) IQ4K completed rating OR verification that an application is in process with active progress toward completion. Verification may include written confirmation from Consultants.

In the event of a new preschool opening a grace period of one year may be granted upon request from the new preschool. The request will be reviewed by the DHLW+M Director and the Preschool Scholarship Program Coordinator and placed on the DHLW+M agenda.



# DHLW+M Early Childhood Area

*Des Moines, Henry, Louisa, Washington, Muscatine*

## Request for Proposal Early Childhood Iowa – Tool O services

### APPLICATION DEADLINE

Application due date is **September 26<sup>th</sup> by 4:00pm**. Late applications will not be accepted.

### Purpose and Overview

The DHLW+M Early Childhood Area Board (referred to in this document as DHLW+M) is seeking request for proposals to select qualified applicants to coordinate and implement services and activities for families with children prenatal through age 5 in Des Moines, Henry, Louisa, Muscatine and Washington counties.

[Early Childhood Iowa \(ECI\)](#) is a statewide initiative that distributes funds to designated area boards to support the vision that *Every child beginning at birth will be healthy and successful*. The local DHLW+M Board consists of members representing citizens, elected officials, education, health, human services, faith, business, and consumer. [DHLW+M Early Childhood Area](#) determines community needs for young children, establishes priorities, and provides funding to programs that improve outcomes for children pre-birth through age 5 and their families. The ECI State Board determines what service types are eligible to be funded by a local area board (see Tool O). This RFP is open to projects qualifying under all service types listed in Tool O, EXCEPT Family Support Home Visitation.

### Attachments

- A. Tool O: ECI Statewide Performance Measures
- B. Scoring Rubric
- C. RFP Application FY26
- D. RFP Budget Form FY26

### Eligibility

To be considered eligible for funding an applicant must:

- Serve children and families in one or more of the counties that make up the DHLW+M Early Childhood Area. (Des Moines, Henry, Louisa, Washington and Muscatine)
- Demonstrate the commitment and ability to comply with all reporting requirements relevant to DHLW+M Board policies and ECI Tool O.
- Demonstrate the capacity to implement the project and/or service within 30 days of contract execution.
- Work collaboratively with the DHLW+M Board, early childhood committees, and other regional organizations/agencies providing services to achieve program objectives and successful outcomes.

## **Ineligible Applicants**

- Individuals or entities without an EIN able to receive state funding.
- Applicants seeking funding for a one time purchase or a single activity should not complete an RFP. One time purchase/activity inquiries should contact Tasha Beghtol at [tbeghtol@dhlw.org](mailto:tbeghtol@dhlw.org).
- Family Support Home Visitation Services
- ECI funding cannot be used to cover brick and mortar expenses.

## **Funding**

The DHLW+M Board receives state funds from Iowa Department of Health and Human Services. DHLW+M receives funding in the following categories

- Administration
- Family Support Home Visitation
- Community Collaboration and Planning
- Discretionary

This RFP will be funded primarily from the Discretionary category. The intent of this RFP is to award one or more contracts. The total budget available for this RFP is \$110,000.

Legislative stipulations and statewide performance measures apply to all ECI funding. More information about funding regulations and required performance measures can be found on the ECI website under [tool kit resources](#). Allowable uses of ECI funding are outlined in Tool G.

## **Application Process**

1. The DHLW+M Director will complete a technical review of RFPs submitted on time for completeness and eligibility.
2. A comprehensive review of proposals is completed by a committee of the DHLW+M Board. Additional information from the applicant may be requested after the comprehensive review.
3. The committee will provide recommendations to the DHLW+M Early Childhood Area Board for consideration of approval.

The DHLW+M Board reserves the right to negotiate proposal details and may grant less than the amount requested. Applicants awarded less than the amount requested will have an opportunity to resubmit budgets and proposed outputs based on the awarded amount.

The DHLW+M Board reserves the right to reject, in whole or in part, any or all applications, and to cancel this RFP if it is in the best interest of DHLW+M.

The DHLW+M Board is subject to Iowa *Open Meetings* and *Open Records* laws. An RFP submitted and reviewed by the DHLW+M Board and/or committees of the board are considered public documents and can be reproduced.

## **General Instructions**

The narrative portion of the application and cover page are found in a fillable PDF titled RFP Application FY26. The Budget form is a separate excel document. Detailed budget instructions begin on

page 4 of this document. All questions for the RFP should be directed to Tasha Beghtol, 319-461-1369 [tbeghtol@dhlw.org](mailto:tbeghtol@dhlw.org)

- All proposals are due by **September 26<sup>th</sup> 2025 by 4:00pm.**
- Cover page and Budget form should be signed and dated. Electronic signatures are accepted.
- All questions in the application must be answered.
- **Submit:** One electronic version of the completed RFP Application FY26 and Budget form to Tasha Beghtol at [tbeghtol@dhlw.org](mailto:tbeghtol@dhlw.org) Documents may be combined into one PDF for submission.

## Funding Guiding Principles

Proposals will be evaluated using a scoring system that includes the 4 sections (15 questions) of the RFP Application Narrative and the Budget form (separate excel document). Section 1: Program Description worth 5 points, Section 2: Operation and Need worth 25 points, Section 3: Implementation – Quality and Efficiency worth 25 points, Section 4: Outcomes & Sustainability worth 25 points, and Budget worth 20 points.

Priority may be given to proposals serving families in communities of higher risk within the 5-county service area. Indicators and reports used by ECI to determine areas of need can be found in the *Data Drive* dashboard on [Iowa's Integrated Data System for Decision Making \(I2d2\)](#) website.

## Notification of Awards

Applicants will receive email notification of the DHLW+M Board's decisions within 5 business days from the date of the meeting at which the application was considered. It is the intent of DHLW+M to issue contracts effective December 1st, 2025.

<b>TIMELINE</b>	
<b>**Timeline is subject to change by the DHLW+M Early Childhood Area Board as needed</b>	
August 22 <sup>nd</sup> 2025	RFP released <ul style="list-style-type: none"><li>• Notice sent via email to current contractors and local ECI partners &amp; posted on the <a href="http://dhlw.org">dhlw.org</a> website</li></ul>
September 26 <sup>th</sup> 2025	Proposals due <ul style="list-style-type: none"><li>• Electronic submission only</li></ul>
October 2025	Proposals reviewed by a committee of the DHLW+M Board
November 18 <sup>th</sup> 2025	DHLW+M Early Childhood Area Board meeting <ul style="list-style-type: none"><li>• Committee will submit funding recommendations for discussion and approval.</li></ul>
December 1, 2025 – June 30, 2026	Anticipated contract duration

## Budget instructions

The Budget form is in excel and includes some embedded basic addition formulas. The Budget form is not locked to allow programs to add narrative space as needed. Headings, required categories, and general layout of the excel sheet should not be altered. If an applicant needs help with completing the excel document, they may contact Tasha Beghtol at [tbeghtol@dhlw.org](mailto:tbeghtol@dhlw.org) for assistance.

Budgets should be calculated based on the estimated expenses of the project for the proposed contract time period. Provide detailed narrative for each line item in the space identified on the excel form. Show the math that justifies the total line item requested. For example:

Operational request is \$5400

Narrative shows → Rent \$200/mo x 12 = \$2400 Utilities \$250/mo on avg x 12 = \$3000

## Other Funding

Other funds are not required in order to be eligible for funding, but applicants are strongly encouraged to identify other funds being used to support the direct service/activity in the application. Other funds include grants, donations, and/or additional revenue, from an outside source, specific to the service/activity. In-kind funding is not to be noted in the application.

**Direct salaries:** Includes all staff and supervisors to be paid by the grant and doing work directly related to the program being funded. Include a detailed breakdown of the total salary per staff person. For example – 1 consultant (.5FTE) 20hrs/wk @ \$20/hr X 50wks = \$20,000. Salaries of an agency wide administrator should not be included in this section. See Indirect Administration below.

**Benefits:** Includes all benefits associated with the salary of the direct staff identified for the program such as social security, IPERS, health insurance, 401k, etc.

**Contracted services:** Includes any subcontracted staff that will be used to directly support the program requesting funding. Provide hourly and/or daily rates and the total cost.

**Travel:** Includes mileage, lodging and meals that are directly related to program activities of direct staff. Mileage rate shall not exceed the current state of Iowa rate. Hotel rates and meals shall not exceed the current state of Iowa rate. Rates can be found on the Iowa Department of Administrative Services website – [Travel & Relocation](#). Itemized receipts will be required. Travel does not include fuel expenses. Fuel receipts are only accepted if a contractor has fuel identified as a supply directly related to the service such as a transportation specific program.

**Equipment:** Includes equipment purchased with an expected useful life of one year or longer. Expenditures for single items over \$1000 must be itemized and inventoried.

**Office Supplies:** Includes miscellaneous supplies and materials such as pens, paper, ink, copies, etc. The amount may be shown in one lump sum.

**Operational:** Includes costs associated with operating the program such as rent, utilities, phone, and internet. Operational may also include insurance directly related to the program and annual fees associated with the use of a particular model or curriculum.

**Staff professional development:** Includes registration fees to attend trainings and/or conferences for the purpose of increasing direct staff knowledge.

**Incentives:** Includes items and or earned monetary rewards that are provided to program participants/families/children actively enrolled in the services/activities. Scholarships and salary stipends provided to program participants would be considered an incentive expense.

**Indirect Administration:** Indirect costs are those that are incurred for common or joint objectives benefitting all programs and cannot be readily identified or assignable to a final cost. Indirect costs relate to central management and administrative functions that are necessary and beneficial to all programs administered by the organization. Photo copies for the purpose of submitting claims are considered indirect administrative costs and should not be billed monthly as a direct program expense. All programs are encouraged to utilize indirect administration even if your agency does not have a formally established indirect rate. See Tool H (A) on the Early Childhood Iowa website for more information.

Applicants with a federally approved indirect administration **MUST** include documentation of the rate identified in the budget. Applicants that do not have a federally approved rate may request up to 5% for indirect administration. The 5% indirect rate is calculated based on the subtotal request to the DHLW+M Early Childhood Board not the total operating costs of the program if other funding is received.



## RFP Application (FY26) – DHLW+M Early Childhood Area

### Cover Page

GENERAL PROGRAM & CONTACT INFORMATION	
Name of Organization	
Address of organization	
Name & Title of Organization Administrator	
Phone & email	
Name & Title of Program/Project Manager	
Phone & email	
Date registration/license issued	
Date registration/license expires	
Federal Tax ID #	
Total Amount Requested	\$

Brief Program Summary/History (Do Not Exceed space allowed in the box)

**ASSURANCE:** *By signing below the applicant affirms that all data in this application and supporting material are correct and true. If awarded funds by the DHLW+M Early Childhood Area Board, the Applicant will comply with all state and local grant requirements.*

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Signed by Administrator)

## Narrative

### Section 1: Program Description (5 points)

1. Which County(ies) will the program serve?

\_\_\_\_\_ Des Moines    \_\_\_\_\_ Henry    \_\_\_\_\_ Louisa    \_\_\_\_\_ Muscatine    \_\_\_\_\_ Washington

2. Which service type(s) does the project best fit? See Tool O.
3. In 4 short bullets or less, what is the primary function of your program?

### Section 2: Operation & Need (25 points)

4. Describe the program and its operations. Include information about primary activities and services, and timelines if the program is not year round or offers specific trainings or events.
5. What are the specific needs of the population that the program will be meeting?

### Section 3: Implementation – Quality and Efficiency (25 points)

6. Briefly describe the target audience and any eligibility criteria for enrollment in the proposed service/activity.
7. How will you get people to participate in the program?
8. Describe enrollment capacity limits, waiting lists, or maximum duration of time that family/child/participant can be enrolled in the program.
9. Identify if another agency is providing a comparable service/activity and how your program complements or differs from their services. Briefly describe how you will work together.
10. Identify the staffing plan for the proposed program. Specify if the program will hire new staff and/or utilize a portion of current staff hours. Identify the FTE of all staff and the % of that FTE that is to be paid for by ECI funds. *For example: A fulltime nurse might spend 50% of time for DHLW+M grant and 50% of time for another grant. A halftime nurse might spend 100% of time for the DHLW+M grant. Both scenarios allow for 20hrs per week, but require different monitoring for cost allocation purposes. Applicants need to be clear on the distinction. Note: All applicants must identify other funding sources used to support a program. If staff time is split between the proposed program and another project/funding source, time studies may be required.*
11. Identify any required qualifications for staff including educational level, certifications and experience.

### Section 4: Outcomes (25 points)

12. Identify outcomes and benchmarks to be achieved. What are the short term and long-term goals of the program? Provide specific numerical benchmarks and explain how you will measure the effectiveness of program goals and outcomes.

*Note: DHLW+M Board is required to submit annual reports to the state of Iowa showing progress toward identified indicators and including specified data. Program data requirements may vary according to the funding being utilized and the type of service provided. If you receive funding from the DHLW+M Board, state required outcome measures are not negotiable. However, additional data, as defined by the program in this application, may be collected and reported to the DHLW+M Board.*

13. Identify how the program will evaluate its progress and utilize feedback from participants to strengthen the program.
14. Identify curriculum, assessment tools, and/or developmental screenings to be used and how they will be implemented. *Note: New programs not yet implemented are encouraged to consider evidence-based tools and curriculum.*
15. Describe the program's process of planning for sustainability and growth as applicable.

**DHLW+M Early Childhood Area**  
**August 19<sup>th</sup> 2025 Board Meeting**

Recommendation from the Executive Committee to consider a Preschool Scholarship Coordination contract with Cheryl Flaatten.

**1.3.1 Contractor's Work Plans and Deliverables:**

- A. Work Plans.** The Contractor will comply with all service requirements set forth in the Early Childhood Iowa State Tool O, which may be subject to change.
- B. Deliverables.** In compliance with the Local Area Board-approved work plan, the Contractor shall complete the following deliverables and work:

1.3.1.1 The Contractor shall develop and implement work plans and strategies for coordination of the [Preschool Scholarship](#) program, including all goals and objectives of Tool O.

1.3.1.2 Provide one (1) presentation to the Local Area Board during the contract period. Presentation date, time, and content will be determined by the Local Area board.

1.3.1.3 Provide one (1) Preschool Scholarship Program Coordinator. The duties of the specialist shall include, but are not limited to:

- A. Management and monitoring of the grant, create applications and agreements, data collection, program effectiveness, and reporting.
- B. Technical assistance to participating preschools and families in completing forms related to and required for participation in the program.
- C. Approving/denying tuition scholarship applications in accordance with ECI Tool O and the Local Area Board policies. Complete applications that include proof of income will be reviewed in the order in which they are received.
- D. Advertise the preschool tuition scholarship program to preschools, media, and other early childhood partner agencies in Des Moines, Henry, Louisa, and Washington counties.

<b>BUDGET</b> <b>PRESCHOOL SCHOLARSHIP COORDINATION - Des Moines, Henry, Louisa, Washington</b>	
<b>Contract Services</b>	\$ 8,000.00
The coordination services will be provided as independent contract with a total salary to be divided equally and paid out monthly during the contract period. The fee includes activities identified in the scope of work. Timesheets will not be required. A list of activities completed will be provided along with claims.	
<b>Travel</b>	\$ 250.00
<i>Estimated 500 miles @ .50/mi</i>	
<b>Supplies &amp; Operations</b>	\$ 1,500.00
<i>Norton 360, professional liability insurance, postage, paper, and copies</i>	
<b>TOTAL FY 26 BUDGET</b>	<b>\$ 9,750.00</b>

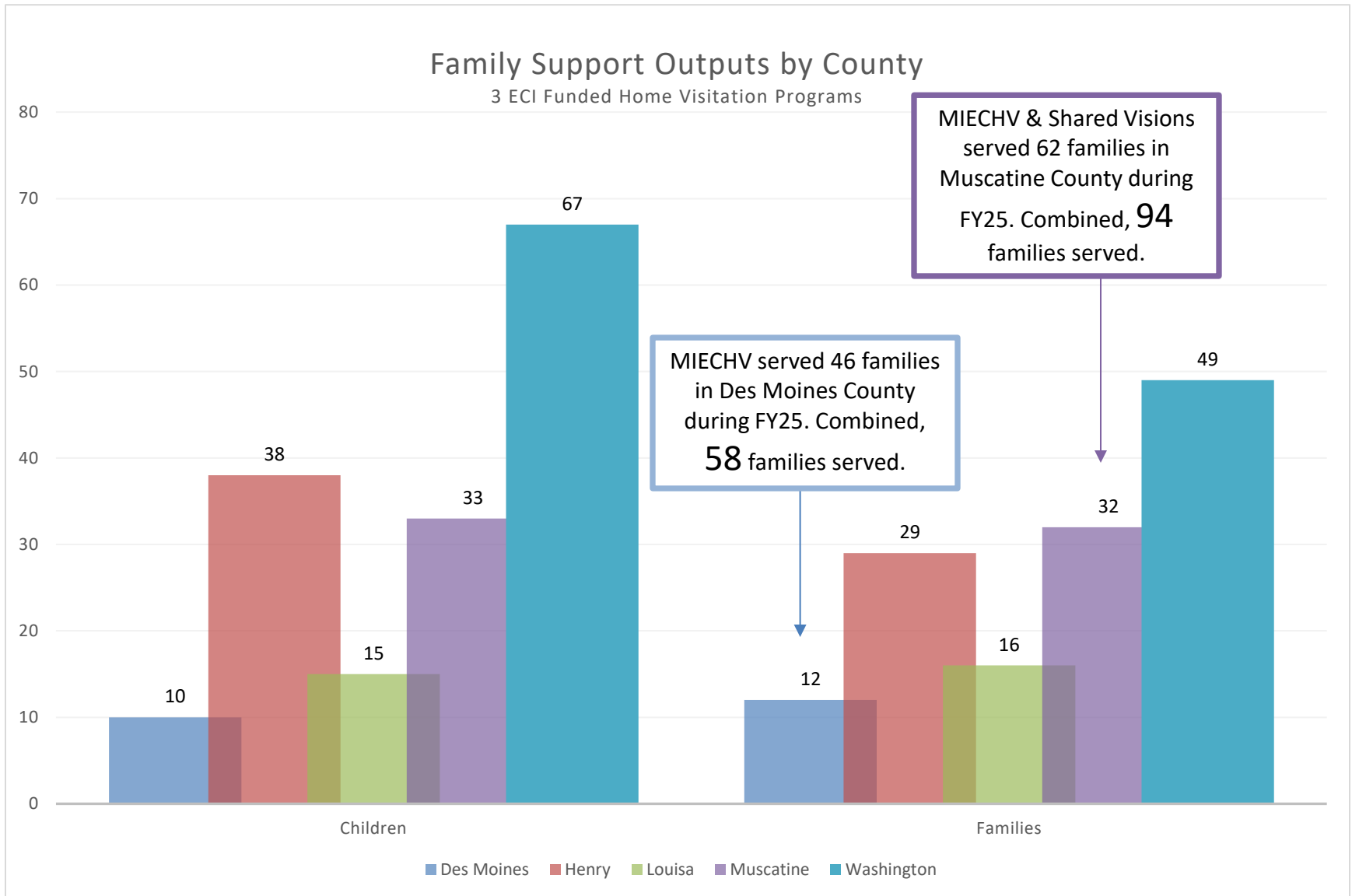
# DHLW+M Early Childhood Area

August 19<sup>th</sup> 2025 board meeting

Fiscal Year 2025

Annual Report Highlights

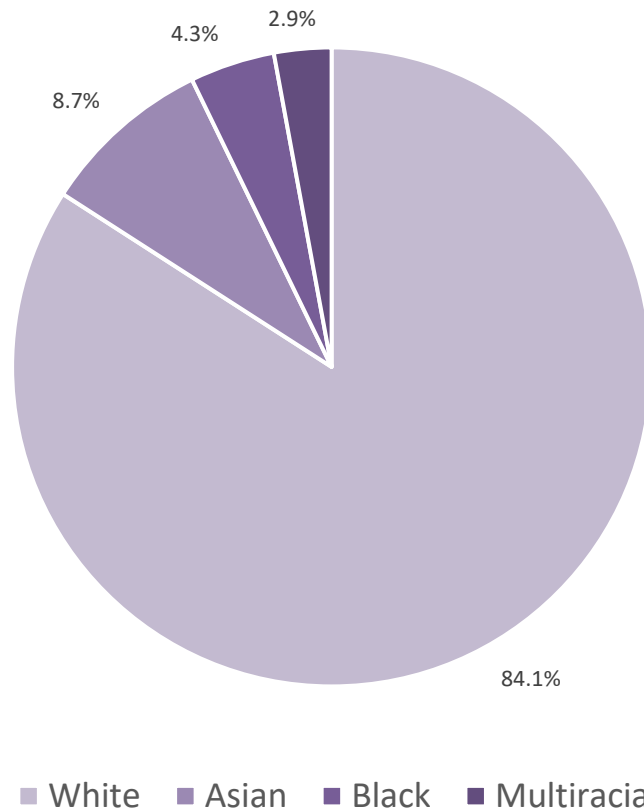
# Family Support



# Family Support

**138 families & 163 children served by ECI**

Percent of Families Served by Caregiver Race



Caregivers at enrollment:

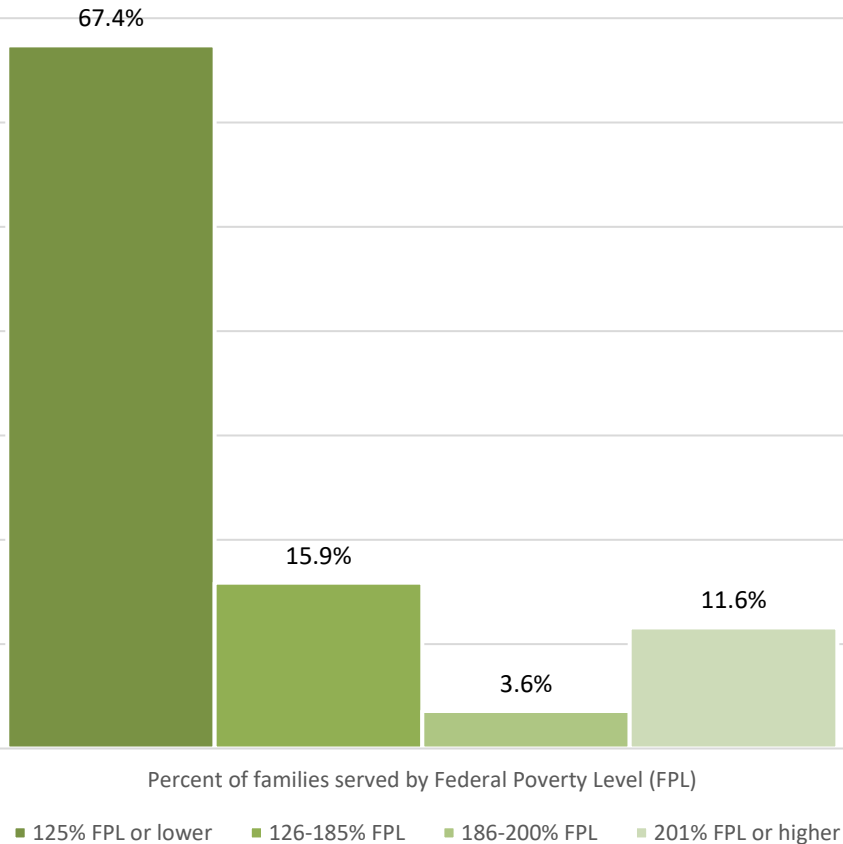
**20%** Hispanic/Latino

**16%** 21 years of age or younger

**33%** Enrolled prenatally

# Family Support

Percent of Families Served by Federal Poverty Level



Caregivers at enrollment:

**59%**

Married or  
Partnered

**37%**

Single

**28%**

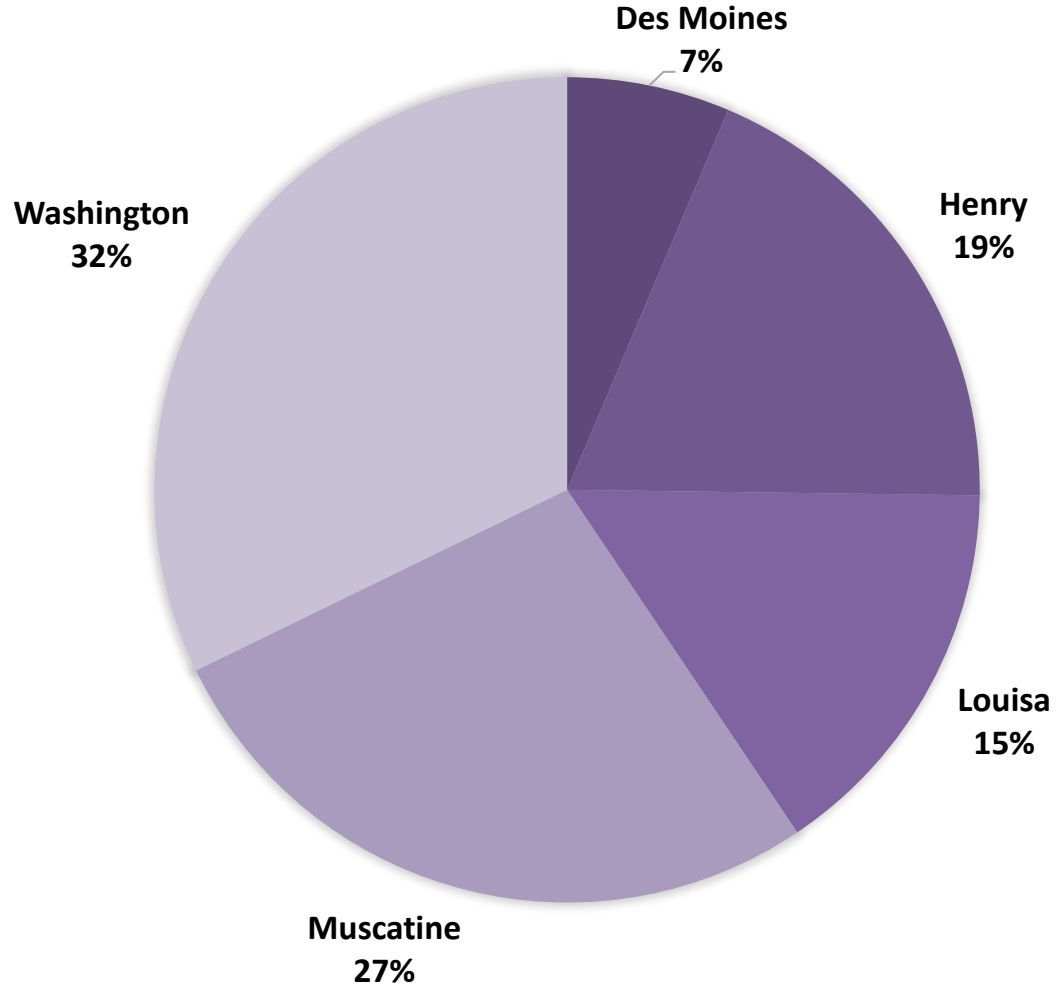
Less than  
High School  
Diploma



# Family Support – Home Visitation

**2114 VISITS COMPLETED**

3 HOME VISITATION PROGRAMS



# Family Support – Home Visitation

## Outcomes

Cumulative data for all 3 programs

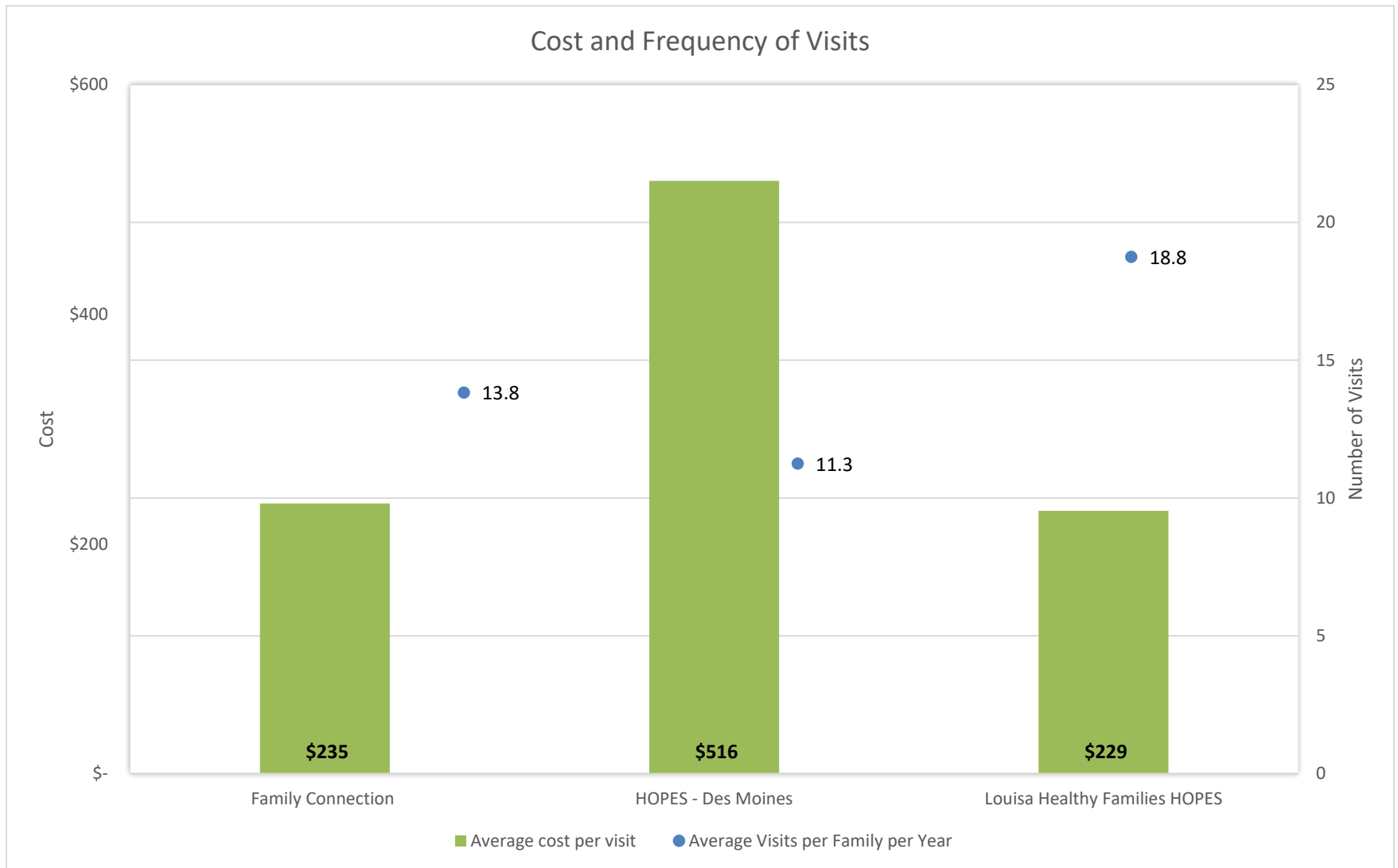
**82%** (107/131) of eligible children were screened with the ASQ-3

**120** out of 138 families completed an initial and additional LSP (survey tool)

LSP results show...

- ✓ **97%** Improved or maintained healthy functioning, problem solving, & communication
- ✓ **87%** Improved or maintained social supports
- ✓ **88%** Improved connection to concrete supports
- ✓ **45%** Improved nurturing attachment between parent and child
- ✓ **62%** Improved knowledge of child development and parenting

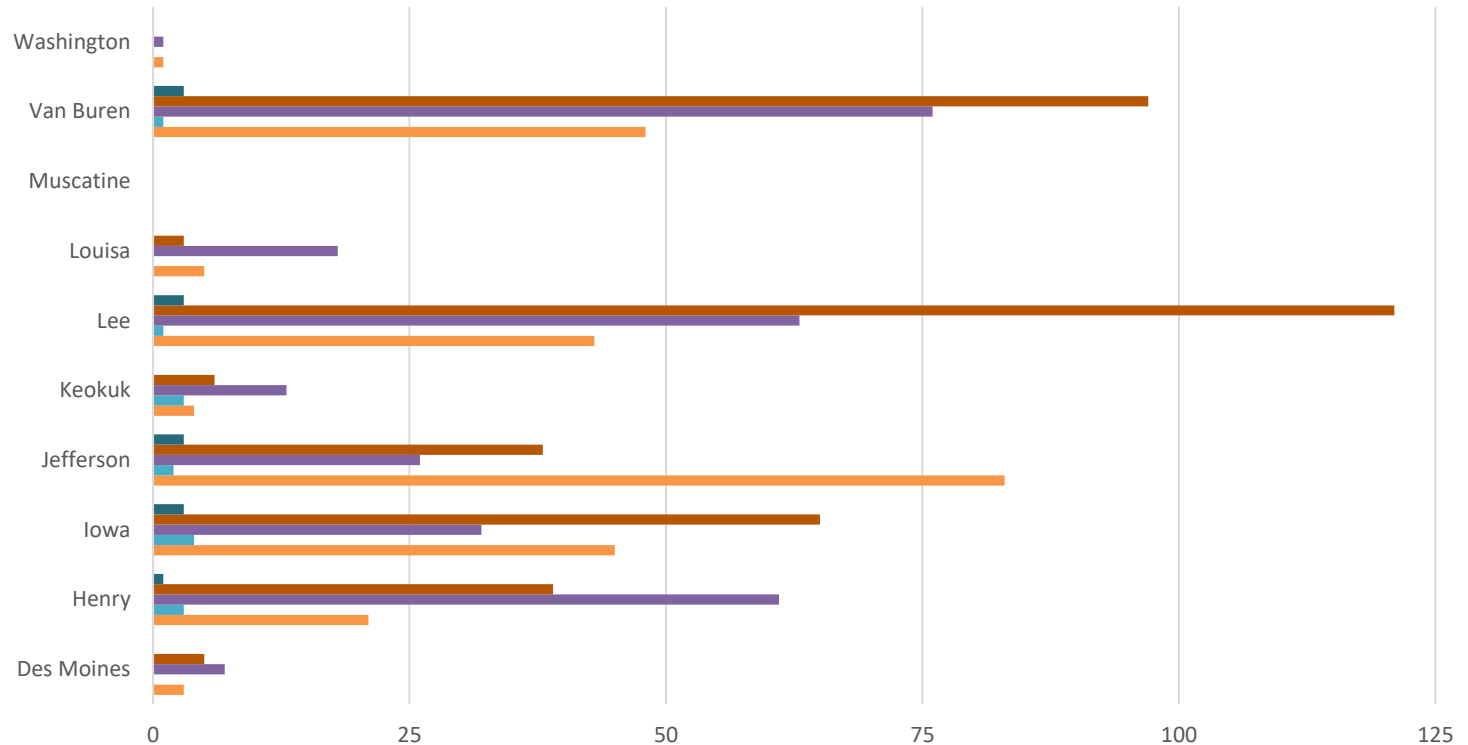
# Family Support – Home Visitation



# Southeast Iowa Early Childhood Project (SEI EC Project)

## Infant & Early Childhood Mental Health Consultation

Numbers Served by County



# Southeast Iowa Early Childhood Project (SEI EC Project)

## Infant & Early Childhood Mental Health Consultation

### Highlights & Outcomes

**2** SEI EC Project staff are ASQ trainers

**60** individuals responded to surveys

#### Survey results included

**92%** reported the coach makes time for them when they have a question or concern

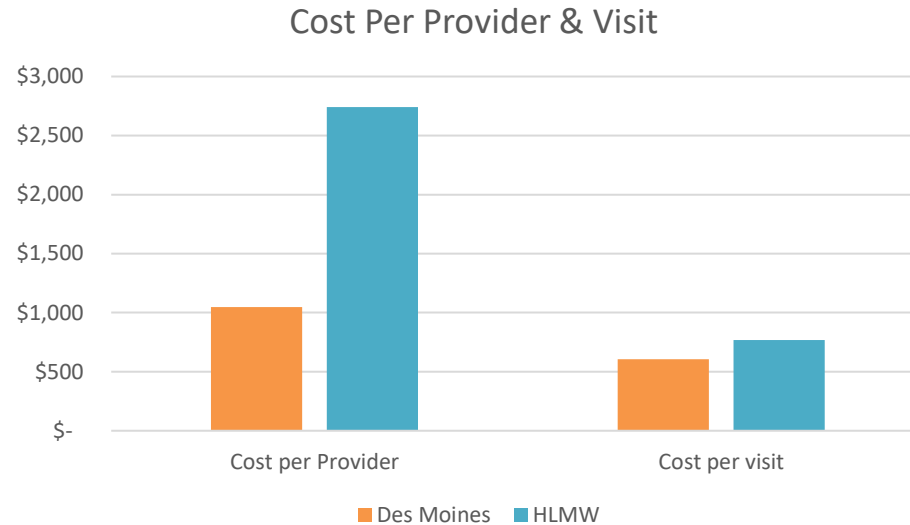
**80%** reported an increase in job satisfaction

**98%** reported an increase in their knowledge and skills

**100%** reported they would recommend the program to another provider

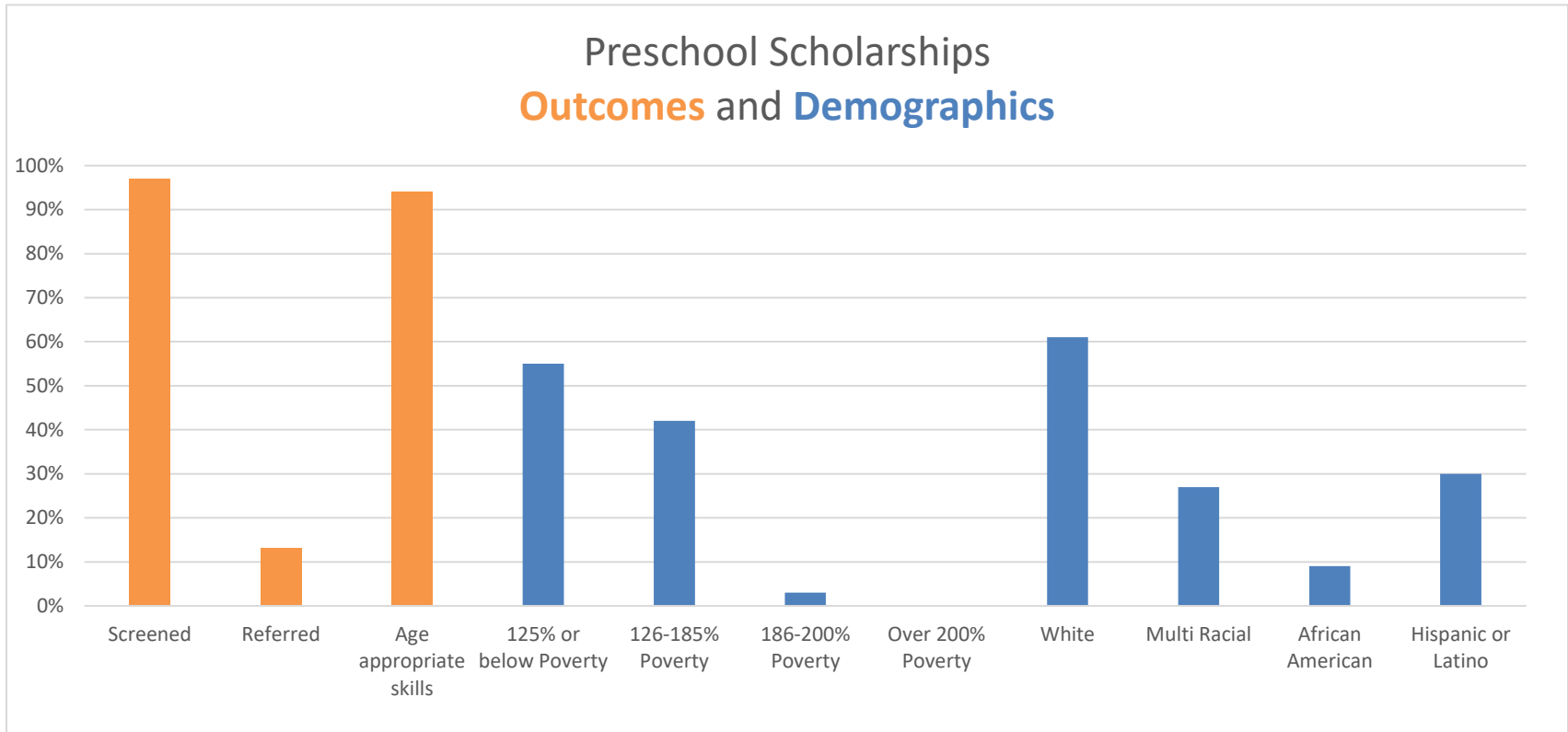
	Cost per ECI Area	Cost per individual	Cost per consultation
DHLW+M	\$ 104,826.86	\$ 3,176.57	\$ 782.29
IJK	\$ 49,367.03	\$ 350.12	\$ 274.26
Lee/VB	\$ 38,548.47	\$ 414.50	\$ 107.98

# Child Care Nurse Consultant - CCNC



Des Moines Co	Henry/Louisa/Washington
39 Providers – avg 3.6 visits each	40 Providers – avg 1.7 visits each
139 face to face visits	69 face to face visits
8 Healthy Child Care Iowa approved training	1 Healthy Child Care Iowa approved trainings
100% (29) children with special health care needs have a care plan in place	100% (9) children with special health care needs have a care plan in place
28% of participating programs have an IQ4K rating (BENCHMARK = 20%)	55% of participating programs have an IQ4K rating (BENCHMARK = 25%)
100% improved health & safety	100% improved health & safety

# Preschool Scholarships



- ✓ **33** Children served
- ✓ **11** Participating programs
- ✓ **\$1,484** Annual cost per child

- ✓ **100%** of tuition covered for the majority of children in the last few months of FY25
- ✓ **30%** of households have 5 or more people

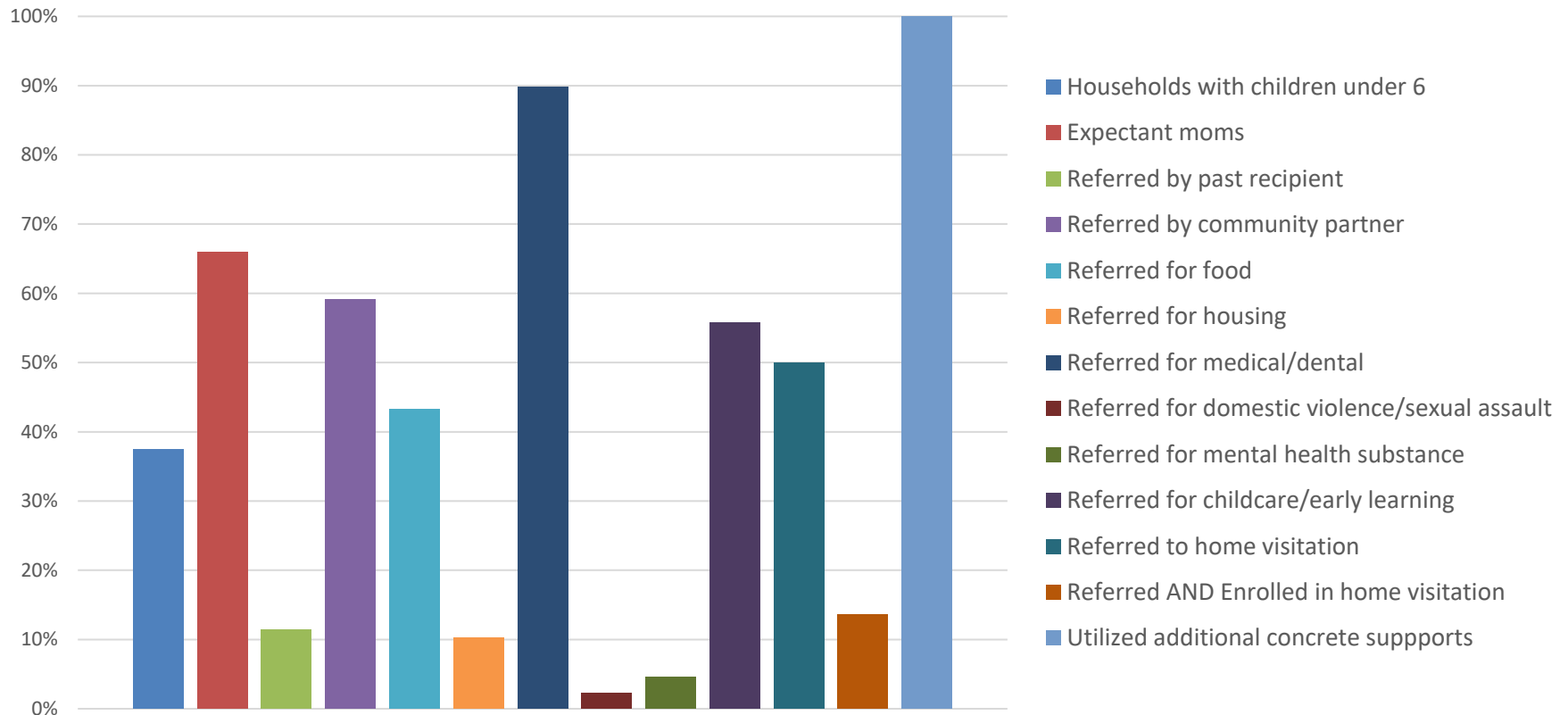
# Coordinated Intake

Muscatine County only

Expanding into  
Louisa Co FY26

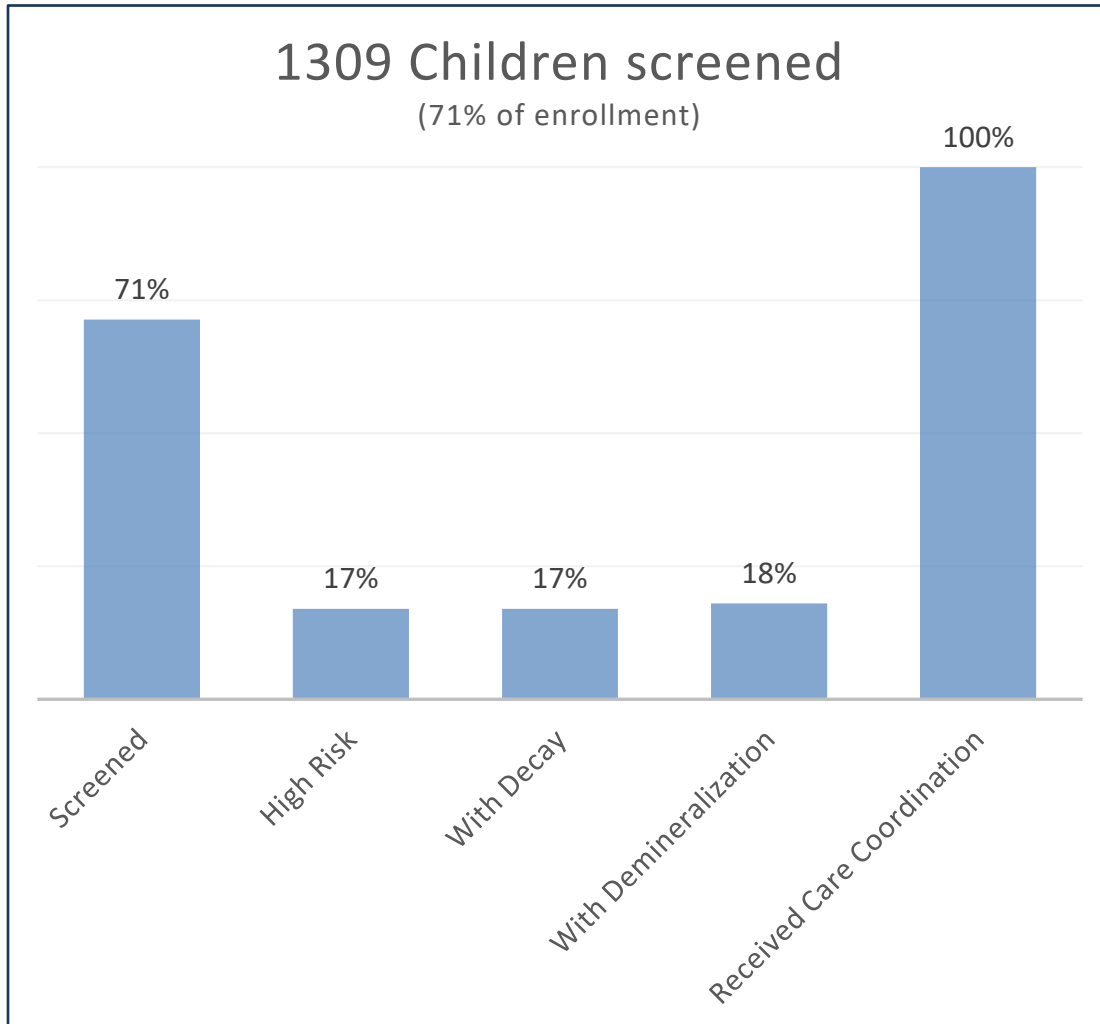
## 88 Households Served

Demographics & Referrals by percentage





# Dental Services



**\$122,812.88** total expenses

\$64,634.99 DHLW+M

\$49,576.95 Title 19

\$8,600.94 Hawki

**\$93.82** annual cost per child

**42** participating sites

16 Des Moines

7 Henry

5 Louisa

2 Muscatine

12 Washington

# Preschool Transportation

Muscatine only

**\$38,715.18** total program expenditures

- \$36,506.18 DHLW+M funding
- \$2,209 other grant funds

**13** children received transportation assistance

- 11 children (3-4 years of age)
- 2 children (4-5 years of age)

**157** days of transportation were provided

**81%** of days children attended preschool and transportation was provided

**\$2,978** annual cost per child

# Imagination Library

Muscatine County only

**\$32,366.51** total program expenditures

- \$10,000 DHLW+M funding
- \$22,366.51 other grant funds

**1229** Children served

**\$26.34** annual cost per child

**73%** of families reported an increase of reading to their child each day

**68%** of families reported an increase of talking with their child about  
new words in stories

A	B	D	E
	<b>EARLY CHILDHOOD STATE FUNDS UNDER EARLY CHILDHOOD IOWA</b>		
	<b>Early Childhood Iowa Area: DHLW+M EARLY CHILDHOOD AREA</b>	<b>FY24</b>	<b>FY25</b>
		<i>This column must match the final FY24 financial statement submitted by the ECIA.</i>	
	<b>Revenues</b>		
1	Current allocation for Admin. ( not to exceed 5% of total award) for Reporting Year	\$9,024.04	\$10,243.50
2	Program/Service Funds	\$171,456.86	\$194,739.50
3	<i>Subtotal current award</i>	<b>\$180,480.90</b>	<b>\$204,983.00</b>
4	<b>Carry-forward from Previous Years available for current reporting year</b>		
5	Brought Forward-Administration	\$385.98	\$353.56
6	Administration MUSCATINE transfer		\$464.55
7	Brought Forward -- Program/Service Funds	\$18,664.24	\$14,176.40
8	Program/Service Funds MUSCATINE transfer		\$8,615.59
9	<i>Subtotal carryover funds</i>	<b>\$19,050.22</b>	<b>\$23,610.10</b>
10			
11	<b>Total Available funds</b>	<b>\$199,531.12</b>	<b>\$228,593.10</b>
12			
13	<b>Current Year Available Funds (Current Allocation plus Carry-forward) by Category</b>		
14	Administration (not to exceed 5% of total award)	\$9,410.02	\$11,061.61
15	Program/Service Funds includes Carry-forward Interest	\$190,121.10	\$217,531.49
16	Interest Earned During Current Fiscal Year	\$268.99	\$637.87
17	<b>Total Available funds by category including Interest Earned in Reporting Year</b>	<b>\$199,800.11</b>	<b>\$229,230.97</b>
18			
19	<b>Expenditures ( Reporting Year)</b>		
20	Administrative Expenditures (not to exceed 5% of total award)		
21	Fiscal Agent fees	\$1,501.00	\$1,613.16
22	Liability Insurance fees	\$597.00	\$587.49
23	Financial Audit fees	\$161.00	\$168.84
24	Board Expenses	\$764.03	\$696.58
25	Association fees	\$187.00	\$187.00
26	Administrative Staff (ECIA director, support staff, etc.)	\$5,846.43	\$6,858.43
27	Other	\$0.00	\$0.00
28	Program/Service Expenditures	\$176,213.69	\$199,425.40
29			
30	<b>Total Expenditures Reporting Year</b>	<b>\$185,270.15</b>	<b>\$209,536.90</b>
31			
32	<b>Unexpended Balance of Funds (Reporting Year)</b>		

33	Administration	\$353.56	\$950.11
34	Program/Service Funds	\$14,176.40	\$18,743.96
35	<b>Unexpended Balance of Funds (Reporting Year)</b>	<b>\$14,529.96</b>	<b>\$19,694.07</b>
36	<b>Carry-Forward Percentage</b>		<b>10%</b>
37	FY'23 Amount over 20% into FY'24		
38	FY'24 Amount over 20% into FY'25		\$ -
39	Amounts subject to 20% for FY'24 and FY'25 Carry-forward	<b>\$14,529.96</b>	<b>\$19,694.07</b>
40			
41	Maximum Allowable Carry-forward to next year (20% of total current award)	<b>\$36,096.18</b>	<b>\$40,996.60</b>
42	Overage (Reduced from second succeeding year payments)	<b>\$0.00</b>	<b>\$0.00</b>

**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:* CIJDC

DHLW+M EARLY CHILDHOOD AREA  
Name of Early Childhood Iowa Area Represented

	<b>SCHOOL READY FUNDS UNDER EARLY CHILDHOOD IOWA</b>		
	<b>Early Childhood Iowa Area: DHLW+M EARLY CHILDHOOD AREA</b>	<b>FY24</b>	<b>FY25</b>
		<i>This column must match the final FY24 financial statement submitted by the ECIA.</i>	
	<b>Revenues</b>		
1	Current allocation for Administration (not to exceed 5% of total award) for Reporting Year	\$35,109.00	\$40,672.50
2	Quality Improvement Funds	\$62,826.90	\$83,352.00
3	Other Programs/Services	\$606,822.20	\$689,776.00
4	<i>Subtotal current award</i>	<b>\$704,758.10</b>	<b>\$813,800.50</b>
5	<b>Carry-forward from Previous Years: Available for Current Reporting Year</b>		
6	Brought Forward - Administration	\$272.29	\$1,774.90
7	Administration MUSCATINE transfer		\$999.37
8	Brought Forward - Quality Improvement Funds	\$6,119.44	\$1,693.22
9	Quality Improvement Funds MUSCATINE transfer		\$8,398.31
10	Brought Forward - Other Programs/Services (includes interest applied)	\$80,844.53	\$59,529.44
11	Other Programs/Services (includes interest applied) MUSCATINE transfer		\$18,374.87
12	<i>Subtotal Carry-forward funds</i>	<b>\$87,236.26</b>	<b>\$90,770.11</b>
13			
14	<i>Total Available funds</i>	<b>\$791,994.36</b>	<b>\$904,570.61</b>
15			
16	<b>Total Available Funds for Reporting Year</b>		
17	Administration (not to exceed 5% of total award)	\$35,381.29	\$43,446.77
18	Quality Improvement Funds	\$68,946.34	\$93,443.53
19	Other Programs/Services	\$687,666.73	\$767,680.31
20	Interest Accrued in Current Fiscal Year (Must be used in Program and not Administration)	\$1,076.04	\$2,551.55
21	<b>Grand Total Budget for Reporting Year</b>	<b>\$793,070.40</b>	<b>\$907,122.16</b>
22	<b>Expenditures (Reporting Year)</b>		
23	Administration Expenditures (not to exceed 5% of total award)		
24	Fiscal Agent fees	\$5,999.00	\$6,086.78
25	Liability Insurance fees	\$2,246.00	\$2,211.35
26	Financial Audit fees	\$643.00	\$635.16
27	Board Expenses	\$2,530.83	\$2,289.55
28	Association fees	\$751.00	\$751.00
29	Administrative Staff (ECIA director, support staff, etc.)	\$21,436.56	\$27,594.56
30	Other	\$0.00	\$0.00
31	Quality Improvement Funds	\$67,253.12	\$77,173.06
32	Other Programs/Services includes Interest Applied	\$629,213.33	\$696,856.34
33	<b>Grand Total Expenditures for Reporting Year</b>	<b>\$730,072.84</b>	<b>\$813,597.80</b>

34			
35	<b>Unexpended Balance of Funds for Reporting Year (Becomes Carry-forward in 1st succeeding year)</b>		
36	Administration (not to exceed 5% of total award)	\$1,774.90	\$3,878.37
37	Quality Improvement Funds	\$1,693.22	\$16,270.47
38	Other Programs/Services includes Interest Applied	\$59,529.44	\$73,375.52
39	<b>Unexpended Balance of Funds (Reporting Year)</b>	<b>\$62,997.56</b>	<b>\$93,524.36</b>
40	<b>Carryforward Percentage</b>		<b>9%</b>
41	FY'23 Amount over 20% into FY'24		
42	FY'24 Amount over 20% into FY'25		\$0.00
43	Amounts subject to 20% for FY'24 and FY'25 Carry- forward	\$62,997.56	\$93,524.36
44			
45	Maximum Allowable Carry-forward to next year ( 20% of total current award)	\$140,951.62	\$162,760.10
46	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:* CIJDC

\_\_\_\_\_  
DHLW+M EARLY CHILDHOOD AREA

Name of Early Childhood Iowa Area Represented

### Early Childhood Iowa Local Board Composition

<b>Name of Early Childhood Area:</b>	<b>DHLW+m Early Childhood Area Board</b>		<b>State Fiscal Year:</b>	<b>2025</b>						
Number/Range of Board Members Required in Bylaws:	7-11		Total # of Board Members that served during the year:							11
# of Board Members (board size) on June 30 <sup>th</sup> of fiscal year:	10		Total # of hours board members spent at board meetings:							96

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	August 27th 2024	September 17th 2024	November 19th 2024	December 17th 2024	January 21st 2025	February 18th 2025	March 18th 2025	April 15th 2025	May 20th 2025	June 17th 2025
Unity Stevens	F	Iowa Primary Care Association	Parent/grandparent/ guardian	Jan-20	2nd	12/31/2025		x	x	x	x	x	x	x	x	x	x
Melody Raub/ Treasurer	F	Retired	Education	Feb-15	4th	12/31/2026			x	x	x	x	x			x	x
Patricia Lipski	F	Self - Attorney	Health/mental health	Feb-15	4th	12/31/2025		x	x	x		x	x	x	x	x	x
Matt Latcham/Chair	M	Midwest Builders Casualty Group	citizen	Aug-15	4th	12/31/2026		x	x	x	x	x	x	x	x	x	x
Cyndi Mears/Vice Chair	F	Louisa Co Community Services	Human Services	Jan-18	3rd	12/31/2026		x	x		x	x	x	x	x	x	x



Mike Steele	M	Retired	citizen	Feb-15	5th	12/31/2027		X	X	X	X	X	X	X	X	X	X
Stan Stoops/ Secretary	M	Washington Co BOS	Elected official	Feb-15	4th	12/31/2025			X	X	X	X		X			X
Jim Cary	M	Des Moines Co BOS	Elected official	Jan-23	1st	12/31/2027		X		X	X	X		X			
Bailea Grier	F	SCC	Education	Mar-23	1st	12/31/2024	Jan-25	X	X	X							
Shawn Maine	M	Louisa County BOS	Business	Nov-23	1st	12/31/2027		X		X	X	X	X		X		
Paris White	F	Faith United Church of Christ	Faith	Nov-24	1st	12/31/2027				X			X		X	X	
Total # Members possible for the meeting								10	10	11	11	10	10	10	10	10	10
Total # Members attending meeting								8	8	10	8	9	8	7	7	7	7
% Members attending meeting								80%	80%	91%	73%	90%	80%	70%	70%	70%	70%
Quorum Met - Enter Y (yes) or N (no)								Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Hours per board meeting								1.25	1.45	1.45	0.45	1.45	1.50	1.50	1.00	1.00	1.00
Total hours spent								10	12	15	3.6	13	12	11	7	7	7