

Linn County Early Childhood Iowa Governance Board MINUTES

February 28, 2023 3:30 PM via Zoom Webinar with public in person option available in CSB, 1240 26th Ave Court SW, Cedar Rapids Room # 2215.

Name	Present	Excused	Un-Excused	Guests	Staff
Richard Barrett (consumer)	X				
Linda Bigley (citizen) Secretary	X				
Karey Chase (human services)	X				
Julie Hanlin (citizen)		X			
Karen Lewis (citizen)	X				
Dan Louzek (health)	X @ 3:35 pm				
Patrick Munyakazi (faith) Chair-Elect	X @ 3:56 pm				
Andrea Rogers (business) Board Member at Large	X				
Ben Rogers (elected)	X				
Nancy Scheumann (citizen)	X				
Megan Waterman (citizen)	X				
Drew Westberg (education) Chair	X				
Jasmine Wu (citizen)	X				
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Kristen Peyton, ECI Grant Coordinator					X
Amy Grunewaldt, ECI Director					
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Meridith Myers, YPN				X	
Diana Strahan, HACAP				X	
Teresa Daubitz, TIES				X	
Kelli Eggert, HACAP				X	
Amy Becker, HACAP				X	
Hilary Robinson, CART				X	
Kelly Nelson, NPP				X	
Christi Regan, HACAP				X	
Melissa Williams, CART				X	
Danielle Pershing, 1 st Five				X	
Gloria Witzberger, Linn County				X	
Angela Easley, CCNC				X	

Call to order: Drew Westberg, Board Chair, called the meeting to order at 3:34 pm with (10/13) present, (11/13) at 3:35 pm, and (12/13) at 3:56 pm.

Executive Committee Minutes: Included in the packet.

Public Comment: Public invited to share comments. No comments.

Action: Minutes of 1/24/23 ECI Board Meeting:

- **MSC:** (Wu, Bigley) Motion and Second to approve minutes from January Board Meeting. Motion carries unanimously.

Board Operations:

Community Needs Assessment: The Community Needs Assessment will need to be completed in October 2023. Amy Grunewaldt has met with the Iowa State University (ISU) Extension office and provided them with data points that would need to be gathered for the Needs Assessment and draft questions for focus groups.

Amy will meet with ISU Extension again on Friday, March 3rd. The intent is to provide another update at the March Board meeting.

Action: Authorize Issuance of 3-year Funding Priority Bids: Board members reviewed the following funding priorities outlined in the packet:

- Support Preventive Health Services for At-Risk.
- Provide Affordable and Accessible quality early learning environments for At-Risk Children.
- Support Continuous Quality Improvement of Early Learning Environments for children and providers.
- Provide Quality Family Support and Parent Education for At-Risk Families.
 - **MSC:** (Scheumann, B. Rogers) Motion and Second to issue FY 24-26 Request for Bid Proposals ,on March 1st, in support of the Linn County Early Childhood Iowa Board's Funding Strategies for 1 year contract with 2- (1) year non-competitive renewal opportunities. Motion carries unanimously.

Board Member Satisfaction Survey: Peyton reviewed the results of the annual Self-Assessment survey sent to Board Members. The overall score is the same as compared to the 2022 overall score. The lowest scoring question was in regard to feeling that the Board effectively communicates with legislators. The highest scoring questions were in regard to feeling the Board selects projects that will positively impact early childhood needs in the community and program performance data & site visit results are shared with the Board.

Funded Program Satisfaction Survey: Peyton reviewed the results of the annual survey sent to ECI funded programs. The overall score has improved compared to the 2022 overall score. The lowest scoring questions were in regard to feeling the Board members are representative of the demographics of Linn County and feeling that the Board is provided sufficient information to make decisions & is transparent in their actions. The highest scoring question was in regard to knowing who to contact if they have questions about ECI documents, processes or deadlines.

State ECI FY 22 Annual Report: Peyton attached the highlights of the report to the Board calendar invitation. The full report can be found at the following link: <https://earlychildhood.iowa.gov/document/eci-fy22-annual-report>.

Fiscal Operations:

Review Monthly Budget Utilization Summary: Peyton reviewed the handout in the Board packet. There are currently no concerns of going over the 20% carryforward cap. ECI staff will continue to closely monitor program budgets. The intent is to review the budget utilization summary again at the March Board meeting and if needed, discuss the option of issuing mini grants to ensure carryforward doesn't exceed 20%.

Program & Community Engagement:

Staff Monthly Engagement Efforts: A summary of ECI monthly engagement efforts was included in the packet.

Contract Compliance Reviews Results: Forms for Child Health Screens, Family Learning Connection, Head Start desk audit, NPP Long Term, NPP Short Term, Paces to Quality, TIES desk audit, YPN Long Term were included in the Board packet. Peyton noted that these programs were deemed compliant, and their next compliance review cycle is noted on the results form.

2nd Quarter Program Data Snapshot: Mid-year data was included in the Board packet for review. Peyton reviewed highlights of the Mid-year data.

Family Learning Connection Program Presentation: Amy Becker with HACAP provided an informational presentation about Family Learning Connection's parent education services. Thank you Amy!

Next Board Meeting: March 28, 2023 @ 3:30 pm @ Linn County Community Services Building

Open Agenda: None.

Motion to Adjourn:

- **MSC:** (A. Rogers , B. Rogers) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:27 pm.

Reviewer: *Linda Bigley, Secretary*

Signature: Linda Bigley

Date: 03/07/23

Recorder: *Kristen Peyton*

Signature: Kristen Peyton

Date: 3.8.23