

Linn County Early Childhood Iowa Governance Board MINUTES

August 24, 2021

3:15-4:30 PM via Zoom Webinar

<https://us02web.zoom.us/j/83727233917?pwd=WU5NcXBvUGVYNHFZVEFNSENDRUxQZz09>

Meeting ID: 837 2723 3917 Password: 231867

Name	Present	Excused	Un-Excused	Guests	Staff
Richard Barrett (consumer)	X				
Linda Bigley (citizen)	X				
Karey Chase (human services)	X				
Amy DeMeulenaere (citizen)		X			
Tricia Kitzmann (health) Board Member at Large	X until 4:25pm				
Karen Lewis (citizen)	X				
Dan Louzek (citizen)	X				
Patrick Munyakazi (faith) Secretary	X				
Andrea Rogers (business) Chair	X				
Ben Rogers (elected)		X			
Nancy Scheumann (citizen)	X				
Drew Westberg (education) Chair-Elect	X				
Jasmine Wu (citizen)	X				
Chris Kivett-Berry, ECI Director					X
Kristen Peyton, ECI Grant Coordinator					X
Meridith Myers, YPN				X	
Melissa Williams, CART				X	
Danielle Pershing, 1 st Five				X	
Angela Easley, CCNC				X	

Per Iowa Code section 21.8 an electronic meeting can be held when there are valid concerns that an in-person meeting is "impossible or impractical" (e.g. COVID-19).

Call to order: Andrea Rogers, Board Chair, called the meeting to order at 3:17 pm with quorum present (11/13).

Welcome Comments from New Board Chair: Andrea Rogers, Chair, welcomed all to the 1st FY 22 Board meeting.

Board Member Resignation: Amy DeMeulenaere has resigned from the ECI Board due to change of employment. Thank you Amy for serving on the ECI Board! Our new Board membership is 13.

Governor’s Child Care Task Force Recommendations: A draft of the recommendations was included in the packet. The intent is the recommendations will be finalized in September.

Public Comment: Public invited to insert comments in Chat Box. No comments.

Action: Minutes of 6/22/21 Board Meeting:

- **MSC:** (Westberg, Lewis) Motion and Second to approve minutes from June Board Meeting. Motion carries unanimously.

Fiscal Year 2021 Closeout:

Community Plan & Community Indicator Annual Update: The Community Plan Update (in the packet) was approved in 2019 and reviewed annually. The Community Plan illustrates what role ECI can play in meeting community needs and what the Board is doing to help meet those needs. Kivett-Berry reviewed the Linn County trends.

State ECI Annual Report iowagrants.gov: Summary included in the packet.

- i. *Financial Statements:* The report, signed by the ECI Fiscal Agent/Dept Financial Director, illustrates FY 20 & 21 revenue and expenditure by source and service type. There is 18.5% in School Ready carryforward \$ and 14.7% in Early Childhood carryforward \$. The cap is 20%.

- ii. *Board Matrix*: Peyton reviewed highlights: all meetings met quorum, all required representation was met, and Board Members volunteered 170 hours.
- iii. *Program Data (on IowaGrants.Gov)*: Peyton shared her screen with the Annual Report on the Iowa Grants website opened. Peyton walked Board members through the different components, service areas, and completed a brief overview of some of the program data entered.
- iv. *Community Plan Alignment*: Draft included in Board packet. As part of the Annual Report, local boards are to describe how their community plan aligns with the “We Are ECI” Strategic Plan 2019-22. The State ECI goals are: infrastructure, communication, workforce, equitable access, and quality. These are the goals for all partners to strive to support. The Linn County ECI Board then identified key strategies, per Community Plan, they could address with funding and advocacy.
- v. *Exec Summary*: Board Members provided with link www.iowaGrants.gov if they would like to access the raw data. A two-page summary was included in their packet with highlights of fund distribution by program type, aggregate data by program type, and Year End Board accomplishments.

Action: Submit Linn Co ECI FY 21 Annual Report & Financials:

- **MSC**: (Bigley, Wu) Motion and second to approve the submission of Linn County ECI FY 21 Annual Report and Financials. Motion carries unanimously.

Fiscal Year 2022 Launch:

Action: FY 22 New Board Member:

- **MSC**: (Exec Committee, Wu) Motion and Second to approve FY 22 new Board Member, Ana Clymer. Motion carries unanimously.

Linn Co ECI Board Priorities for FY 22: A list of priorities of the ECI Board in FY 22 were included in the packet. The SWOT survey results were used by the Exec Committee to select FY 22 priorities and tasks to accomplish.

Committees & Preference Survey: The Committee list that was decided at the July Exec meeting was included in the packet. Executive and Finance Committee are the only two standing Committees per the by-laws. The ad hoc Committees are Community Awareness, Nominations, and Strategic Planning. Board members will be sent a survey after the Board meeting to self-select their Committee preference.

Update on Community Project Director Transition: The Community Project Director applications will be sent to Kivett-Berry for her review. Community Services Director, David Thielen, and Chris Kivett-Berry will review all of the applications and then narrow down who will be interviewed. At least one Board Member will be included in each interview.

Program & Community Engagement:

COVID-19 Board Guidance Review & Program Survey: The Linn Co ECI Guidance for In-Person Services during Public Health Emergency was included in the packet. ECI staff shared the current guidance with all funded programs again and surveyed them on: 1) Any technical assistance needed 2) Any additional \$ needed for PPE 3) Their program’s most current COVID policy and how they intend to serve clients in FY 22. Summary provided to the Board.

5-2-1-0 Water Bottle Collaboration: Diana Strahan, Family & Community Health Alliance Director, at HACAP, Julie Stephens with Linn County Public Health, and Kristen Peyton were team members of a Public Health workgroup called 5-2-1-0 & Messaging. 5-2-1-0 encourages healthy living and habits. One team member indicated that an ask they were hearing from the community was a need for water bottles to promote more water intake for children and due to public water fountains being turned off due to the pandemic. The Child Health program had unspent \$ in their budget. The team collaborated to order 500 water bottles with logos for 5-2-1-0, Linn County Public Health, Linn Co ECI, and HACAP. The intent is that the Child Health program will distribute.

Child Care Awareness Efforts: Due to time constraints, a brief summary was provided for the Board. ECI staff serve on no less than 6 child care work groups and there are lots of conversations occurring in regard to child care. ECI staff will continue to update the Board.

Next Board Meeting: September 28th @ 3:15 pm via Zoom

Open Agenda: Upcoming discussions will be held in regard to a Charitable Event to assist Child Care Providers.

Motion to Adjourn:

- **MSC:** (Wu, Munyaikazi) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned @ 4:30 pm.

Reviewer: Patrick Munyaikazi, Secretary

Signature: PatrickMunyaikazi

Date: 09/22/2021_____

Recorder: Kristen Peyton

Signature: Kristen Peyton

Date: 9.23.21_____