

Early Childhood Iowa: Lakes Region Board Minutes

Thursday, May 5, 2011

Hartley Public Library

91 1st Street SE

Hartley, Iowa

The mission of Early Childhood Iowa: Lakes Region is to provide services collaboratively to families and children birth to 18 years of age for the purpose of improving the quality of life for families with children.

Attending:

Voting Members Attending

1. Leroy Riemer
2. Joe Skow
3. Emily Waund
4. Paul Heckenlively
5. Roger Sixta
6. Cindy Barwick
7. Joyce Kruse
8. Mary Sloan
9. Pam Jordan
- 10.
- 11.
- 12.
- 13.
- 14.
- 15.
- 16.
- 17.

Voting Members Absent

- Barb Wilkerson*
Jean Severson*
Arlene Roemmich*
Connie Olhausen*
Rob Olsen*
Tom Naviaux
Daryl Streng

Others Present (Nonvoting)

- Carol Chicoine
Cyndee Dather
Betsy Moritz
Jeanine Hough

Pam Jordan arrived at 9:07 a.m.

Quorum present.

*Recorded excused absence

Call to Order/Adopt Agenda/Comments from the Public:

Chair Leroy Riemer called the meeting to order at 9:05 a.m. Mary Sloan requested time to share information. Pam Jordan made a motion to adopt the agenda. Second by Roger Sixta. All ayes. Motion passed. No comments from the public.

Approval of Minutes:

Joyce Kruse moved to approve the April 7, 2011 minutes. Second by Mary Sloan. All ayes. Motion passed.

Treasurer's Report:

Carol Chicoine reviewed the FY11 ECI financials which were emailed to Board members prior to the meeting. Motion by Joyce Kruse to approve the March 2011 financial reports. Second by Roger Sixta. All ayes. Motion passed. Cyndee passed around a copy of the current bank statements for the school ready and early childhood funds accounts.

Executive Director's Report – Prepared and Given by Cyndee Dather

- A. Legislative Update – The legislature is still in session. No updates.
- B. Quarterly Reports – Betsy Moritz distributed and reviewed the third quarter reports from KIDS, Best Care for Better Babies, and Hand in Hand. Year to date data was also provided.
- C. Levels of Excellence – Tabled until the document approved by the state ECI board is received. This will likely be in June.
- D. New Board Member Orientation – Leroy suggested having the training at the office so that Board members are familiar with it. Cyndee will send out possible May and/or June dates for training.
- E. Board Evaluations and Board Development Professional Plan – Cyndee reviewed the process and tools used for the Board's self assessment. Results were shared. Leroy Riemer and Mary Sloan volunteered to serve on the professional development planning committee.
- F. Local Planning Group Meetings/FY12 Budget/Community Input – Cyndee reported on the three local

planning groups she facilitated. LPG members provided input on FY 12 DCAT and ECI funding. Paula Heckenlively explained DCAT funding parameters.

- G. Annual Report and Community Needs Assessment Webinars – Cyndee and Betsy participated in the annual report webinar. The community needs assessment webinar was canceled and will be rescheduled.
- H. Letters of Support – Cyndee submitted letters of support for UDMO and SHIP grant applications for CCRR services for northern Iowa. Jeanine explained the CCRR competitive grant and UDMO's decision to apply. Grant notification is May 17.
- I. Decat Coordinator Meeting – Cyndee participated in the meeting held April 15. Final dollar amounts are unknown at this time.
- J. Conference Call Availability – Cyndee was given an access number to use for DCAT business conference calls.
- K. Carryover – Beginning FY12, a two year carryover may be allowed.
- L. DCAT Opening – Cyndee was asked if she might be interested in assuming the DCAT coordination duties for Buena Vista and Emmet/Kossuth/Palo Alto counties, but declined. SHIP may do so.
- M. FY12 Promoting Safe and Stable Families Allocations – It is anticipated that the allocation will remain at approximately \$10,000 and will be used to support a portion of the Child and Family Advocate/ Family Team Meeting contract.
- N. Contract Coordinator Transfer – Lakes Region will transfer \$5,000 to support the services of the DCAT contract coordinator, Erin Binnebose.

Old Business:

- A. Nominating Committee – Mary Sloan reported that board members with terms ending June 30 agreed to remain on the board (Joyce Kruse, Leroy Riemer, and Joe Skow). Volunteers for officer positions include Barb Wilkerson for chair; Joe Skow for vice chair; and Daryl Strenge for secretary/treasurer. Emily Waund made a motion that the slate of officers be approved for election at the June 2 meeting. Second by Pam Jordan. All ayes. Motion passed.

New Business:

- A. By Law Revisions – Second reading of by-law revisions:
 - Article II, Section 1, fifth paragraph: The HF243 reference will be replaced with *Chapter 256I.7(1)(a) and Code Section 69.16(A)*. This refers to gender balance.
 - Article III, Section 2 final sentence: “email or” will be deleted to comply with Code Section 21.8.
 - Article IV, Section 2, second sentence: The Iowa Code Chapter 28 reference will be replaced with *Chapter 256I.7(3)*.
 - Article V, Section 3: The word “gifts” will be replaced with “*donations*.”Mary Sloan made a motion to approve the second reading of the by-law revisions. Second by Joyce Kruse. All ayes. Motion passed. By laws approved this date.
- B. Policy and Procedure Manual – Cyndee distributed two formats approved by ECI for Board selection. Motion made by Emily Waund to use format A. Second by Joyce Kruse. All ayes. Motion passed. (Cindy Barwick left the meeting at 10:00 a.m. following all the action items.)
- C. RFP Review Committee – Cyndee explained the RFP form and process and asked for volunteers to review the proposals. Joyce Kruse and Paula Heckenlively volunteered.

Other:

- A. DHS Informational Updates – Paula reported that DHS continues to wait for word on the FY12 budget. Within the local region, DHS hopes to retain the child and family advocates.
- B. Parent Partner – No report
- C. SEED – Betsy reported on the activities and progress of the SEED committee.
- D. Mary Sloan – Mary reported on Prime for Life for Professionals and Parents, a three session training to be held in June. She also shared a new poster for “One-Pot Meth Alert” and said that meth is being manufactured in smaller batches (Gatorade containers). Paula reported meth cases are slowly increasing, and Mary stated that meth labs had disappeared by/in 2010, but are now growing again.

Adjourn:

Roger Sixta made a motion to adjourn. Second by Joe Skow. All ayes. Motion carried. Meeting adjourned at 10:15 a.m.

Respectfully Submitted,
Betsy Moritz
Service Coordinator Assistant

The next board meeting is scheduled for Thursday, June 2, 2011 at 9:00 a.m.
at the Hartley Public Library, 91 1st Street SE, Hartley IA.

Board members are encouraged to access the Early Childhood Iowa website at www.empowerment.state.ia.us
and the local website at www.ecilakesregion.com