**Scott County Kids
Early Childhood Iowa
Meeting Minutes**

**Meeting Date:** November 3rd, 2015

**In Attendance:** Larry Barker, Rich Clewell, Carolyn Scheibe, Robert Horton, Tom Taylor, Sheri Flack, Linda Wessel, Marc Engels, Chris Skaala, Scott Caldwell

**Excused:** Linda Greenlee, Rep. Cindy Winckler, Paul Seelau and Mary Drees

**Absent:** Pastor Rogers Kirk,

**Guests:** Donna Moritz; Bi-State, Tera Weets; Bright Beginning/Nest/Family Connects, Mary Jo Huddleston; CCR&R

**Staff:** Diane Martens, Jesse Mumm

**Call to Order:** Barker called the meeting to order at 11:32a.m. Introductions were made.

**Approval of Minutes for October 6th, 2015:**  Taylor moved to approve the October 6th, 2015 minutes, seconded by Flack. All aye votes, motion carried.

**Old Business**

 **Fiscal Issues**

 **FY16 Expenditures**

Moritz referred to the Early Childhood expenditures noting FY16 being 25% through the fiscal year and Early Childhood funds are 21% spent. Moritz continued with the State School Ready funds, noting they are 20% spent. Total funds are 21% spent with a remaining balance of $1,385,941.25.

**Bylaws**An updated copy of the bylaws were included in the packets as well as emailed out prior to the meeting for review.Clewell made a motion to approve the updated bylaws, seconded by Wessel. All aye votes, motion carried.

**Community Plan**Moritz provided final copies of the Community Plan. Barker noted that Bi-State did a tremendous job creating this plan. It spells out what the board’s goals are. This is meant to be a living document to refer back to over the next three years.
Clewell made a motion to approve the Community Plan as presented, seconded by Scheibe. All aye votes, motion carried.

**New Business**

 **Presentation: Mary Jo Huddleston, Child Care Resource and Referral**

Martens explained that she talked to Huddleston about presenting to the board in the same manner as the Health Department and DHS at previous meetings. Martens recalled that when Contracts Management and the Board reviewed the Community Wide Indicators and Trend Data, also included again in today’s packets, Barker noted that the indicators have fluctuated through the years and it would be helpful to get some guidance in setting goals. Martens referred the Board to Tool K(B) provided at the last meeting. This tool provides guidance on the Indicators that can be tracked, organized by results areas. Martens has emailed the state ECI office, it is recommended that the board chooses 5-7 indicators to track. Huddleston reported; there are 475 programs listed with CCR&R, 165 of those are non-registered but receiving subsidies. There are 9,602 spaces listed with CCR&R, 825 spaces are with non- registered programs. Huddleston directed that board to the 5 year trend data sheet she provided. Each year programs decrease but slots increase. Huddleston also reported that if a program is participating in QRS (Quality Rating System) they receive a bonus for each level reached. Accreditation is an indicator of quality for Child Development Homes. There has been a downward trend shown in the past 5 years. This could be from a variety of issues; the process is very expensive, accreditation is a difficult process, it is not required, an assessor comes into the program.

Requiring programs to register has been put in front of legislation many times, there is generally push back from rural areas due to the concern that ‘grandma caring for 4 grandkids does not want to register her home with the state’. Last year it made it to a committee but that is the farthest it’s made it. With the Child Care Development Block Grant there may be a bigger push to register this year.
 **Early Childhood Coordinating Council**The next meeting is set for November 18th. Everyone is invited to attend.
 **Committee Reports
 Contracts Management**

CPR/1st Aide- Martens emailed Mary Lou Falk following the October 6th SCKECI Board meeting, stating the Board required a signed contract be returned by October 20th. The signed contract was emailed to Martens on October 20th. Barker signed the contract on October 29th, the contract went into effect November 1st.

A few centers has asked for reimbursement of the classes taken while there was no contract with RedCross.

Contracts Management committee is recommending to allow reimbursement to child care homes or centers that took CPR/1st Aide through the RedCross and are eligible for CRP/1st Aide scholarships as stated in the contract to be reimbursed if they paid for and received their certification from July 1st to November 1st, 2015 using the $11,972.09 of un-programmed Early Childhood Funds. The reimbursement will be upon inquiry only due to the concern of inadequate funds to meet all needs.

Caldwell made a motion to provide reimbursement up to $110 for CPR/1st Aide certification taken at the RedCross between July 1st, 2015 to November 1st, 2015 upon inquiry, funds will be used from unprogrammed EC funds, Flack seconded. All aye votes, motion carried.

MIECHV-Nancy Krause and Jennifer Praet presented some information to the committee. They plan to start having coordinated intake meetings again sometime soon. Krause said they are getting their program data out via their newsletter. MICHV goes until March 30th, 2015. IDPH is expected to receive an application for funding soon so they may apply for continued funding. Weets stated that she is frustrated with the situation. There was a lot promised in June that would be easy to fix but hasn’t been fixed yet. Engels noted that there were a lot of promises made at the Contracts Management meeting and we need to make sure we follow up with them and make sure they are following through. Communication is supposed to increase and we were assured that changes will be made.

 **Outcomes
 Committee Report**1st quarter reports were due on November 1st, 2015. A Outcomes Committee meeting is set for November 20th, 2015.
 **Nominations
 Committee Report**

 **Officers**A roster was provided in the packets of board members eligible for officer positions. Bylaws state members must be on the board one year prior to be elected for an officer positon. Engels will move up to Chair Person, Skaala will move up to Vice Chair. We will need someone for secretary. If anyone is interested please let the nominations committee know or Martens.

 **Public Awareness
 Committee Report**The committee is scheduled to meet November 12th. Agenda topics will be; reviewing a new marketing plan format, Robert Grunewald event and QC Loves Dads Father’s Day event through CPPC.

**State Early Childhood Iowa
 State ECI Board Meeting: Report from Clewell**There is a meeting scheduled this week. There is an ongoing request from Des Moines to be re-rated on their LOE on the agenda.

 **State ECI Coordinator Meeting-December 9 ,2015**

The next meeting is scheduled for December 9th, 2015
**Legislative Updates**None
**Other** **First Five**

Winckler previously showed interest in Scott County bringing the First Five program to the area, Scott County was not selected in the last RFP process.

 **Letter to State ECI Board**

A letter was provided in the board packets and was previously emailed out to ECI Coordinators on October 14th to be shared with the ECI Area Board Chairs. The desires of the people who wrote this letter seem similar to the concepts outlines in the document that was presented to ECI Coordinators at the September 16th ECI Coordinators meeting. The document, ‘ECI Purpose and Funding’ was provided in Board packets at last month’s meeting. Martens not sure what areas were represented at this meeting. Clinton/Jackson, Dubuque and Scott County have not been involved and have not acted on it. Winckler stated in Contracts Management that she is unsure what legislators are involved and noted that anything addressed in the letter has come too late because the budget has already been submitted to the governor. Martens will continue to get more information.

 **Credentialing**

NEST earned the Iowa Family Support Credential and Bright Beginnings has earned a renewal. The awards will be presented on November 17th, everyone is welcome to attend.
**Public Input**
None

**Next Meeting**December 1st 11:30a.m. Scott County Administration Building

Wessel moved to adjourn the meeting at 12:24p.m., seconded by Taylor. All ayes, motion carried.