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

**Meeting Date:** December 1st, 2015

**In Attendance:** Larry Barker, Rich Clewell, Robert Horton, Sheri Flack, Marc Engels, Chris Skaala, Rep. Cindy Winckler, Paul Seelau

**Excused:** Mary Drees, Scott Cauwels, Carolyn Scheibe, Tom Taylor, Linda Wessel, Linda Greenlee, Mary Drees

**Absent:** Pastor Rogers Kirk,

**Guests:** Donna Moritz; Bi-State, Mary Jo Huddleston; CCR&R, Laurie Johnson; Bright Beginnings

**Staff:** Diane Martens, Jesse Mumm

**Call to Order:** Barker called the meeting to order at 11:37 a.m. Introductions were made.

**Approval of Minutes for November 3rd, 2015:**  Clewell moved to approve the November 3rd, 2015 minutes, seconded by Skaala All aye votes, motion carried.

**Old Business**

 **Fiscal Issues**

 **FY16 Expenditures**

Moritz referred to the Early Childhood expenditures noting FY16 being 33% through the fiscal year and Early Childhood funds are 25% spent. Moritz continued with the State School Ready funds, noting they are 24% spent. Total funds are 24% spent with a remaining balance of $1,324,585.42.

Martens noted that CPR/1st Aide classes are scheduled and an invoice should be seen soon.

**New Business**

 **Early Childhood Coordinating Council.**

Attendance was low at the last meeting. People who attended had very positive responses to the Community Plan. The next meeting is on February 17th, the guest speaker will be from Hawk-I.
 **Committee Reports
 Contracts Management**

 **MIECHV**

The committee is continuing to ask for reports and information on how progress is being made and how referrals are being handled. Johnson; Bright Beginnings, is not aware of any coordinated intake meetings that have been held in the last few weeks. Barker finds this concerning in regards to the content of the meeting with Jennifer Praet and Nancy Krause.

\*\*Johnson contacted Tera Weets during the meeting and reported later that there was a coordinated intake meeting held in November but Weets did not know about it, there is also one scheduled for tomorrow.

 **Family Connects**

Moritz and Martens met with Tera Weets and Michelle Cullen on November 18th, 2015. Weets has concerns about the budget. Expenses are to be split 60/40 with 60% to be face to face time with families. A number of expenses were not able to be reimbursed. Moritz reviewed the budget and informed Weets and Cullen that there are line items in the budget that can be moved entirely from the indirect costs to direct costs. It is anticipated that these changes will enable the costs to be within 60/40 split. Weets also explained that now that the program has been up and running for a few months they are learning that some of the costs are more than they had anticipated. Moritz suggested Weets rework the budget to incorporate the items to be moved from indirect to direct and to re-do billing from July to be re-submitted for increased reimbursement; the rate of reimbursement may change. After re-evaluating the budget Weets may wish to request additional funding to cover the costs of the program.

 **Outcomes
 Committee Report**The meeting notes and individual contract reports are in the packets. There were no red flags upon review. RedCaps reports are now coming in, Martens just received word that they will now be switching to a different data collection system called DAISY. Winckler inquired if categories will stay the same so data can be compared between the two systems, Martens will check into this.
 **Nominations
 Committee Report**

 **Election of Officers**The Nominations Committee moved to approve Marc Engels for Board Chair, Chris Skaala for Vice Chair and Sheri Flack for Secretary, All aye votes, motion carried.

 **Public Awareness
 Committee Report**

CPPC calendars are now being printed and will be distributed to agencies, including the Hospitals to target new mothers.

 **Public Awareness Activities Evaluation Tool**

The committee met November 12th. The committee agreed upon an updated evaluation tool for Public Awareness activities which will be included with the LOE submittal.

 **Community Meetings**

Clewell reported that Rob Grunewald will be speaking on April 14th. The committee is tentatively planning a 5pm event at one of the school auditoriums.

**State Early Childhood Iowa
 State ECI Board Meeting: Report from Clewell**

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

The next meeting is scheduled for December 9th, 2015, Martens is tentatively planning to submit the LOE binders that day.
**Legislative Updates**None
**Other** **LOE Visit**

The LOE Visit has been set for April 26th, 2016. The reviewers will be Shanell Wagler and Jeff Anderson. Martens would like to move the May board meeting up to April 26th for the review. The board agreed this would work.

**Public Input**
None

**Next Meeting**January 5th, 2016 11:30a.m. Scott County Administration Building

Seelau moved to adjourn the meeting at 12:29p.m., seconded by Clewell. All ayes, motion carried.