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

**Meeting Date:** June 3rd, 2014

**In Attendance:** Sheri Flack, Rich Clewell, Mary Drees, Marc Engels, Larry Barker, Shirleen Martin, Caitlin Russell, Rep. Cindy Winckler and Pastor Rogers Kirk.

**Excused:** Jay Sommers, Scott Cauwels, Mary Dubert, Linda Greenlee, Christine Skaala.

**Absent:**  none

**Guests:** Donna Moritz; Bi-State, Tera Weets; Genesis VNA/Bright Beginnings, Mary Jo Huddelston; Childcare Resource and Referral, Lorelei Pfautz; Friendly House and Sara Balkovek; Friendly House, Dr. Don Healy; Contracts Management/Western Illinois University.

**Staff:** Diane Martens and Jesse Mumm

**Call to Order:** Barker called the meeting to order at 11:30a.m. Introductions were made.

**Approval of Minutes for May 6th, 2014:** Pastor Rogers Kirk made a motion to approve the May 6th, 2014 minutes, seconded by Martin. All aye votes, motion carried.

**Old Business**

**Fiscal Issues**

**FY14 Expenditures**Moritz referred to the Early Childhood expenditures noting April being 83% through the fiscal year and Early Childhood funds are 66% spent. Early Childhood funds has carry forward of $80,731.94 which is 100% spent. Moritz continued with the State School Ready funds, noting they are 83% through the year and 75% spent.

**Levels of Excellence**

A list of agencies that will be contacted was distributed. Letters will be mailed to these agencies requesting community needs assessment data. The bylaws have been revised. Martens and Dubert will meet with Mary Thee and then send the new bylaws to the state. After approval from the state they will be brought back to the board for approval in the fall.

**Maternal, Infant and early Childhood (MIECHV)-MiHopes**Martens attended a MIECHV/Parent Pals meeting on May 27th. The meeting was very brief. The committee created a Memorandum of Understanding. This document is being reviewed by the legal department at Genesis. Lutheran Services in Iowa/Parent Pals provided an Outreach Tracking Report for April. The report was reviewed by Contracts Management on May 29th, 2014.  
**New Business** **Review Community Wide Indicators and Trend Data**Martens provided the board with the FY13 Community Wide Indicators and Trend Data. This information was a part of the FY 13 Annual Report. The information will be updated for the FY 14 Annual Report. The new quarterly report format for FY 15 is set up to better show the correlation of the programs funded to the community wide indicators. There has been a 10% decrease per year in registered child care homes starting in FY 08. There is concern of providers resisting DHS, not being able to pass a finger print test and being informed that it may be easier to stay unregistered. **FY 15 Proposed Budget-Dr. Don Healy**Healy reviewed the FY 15 Proposed Program Budget. Healy noted that the Early Head Start program will be changing from a 10 hour a day program to a 6 hour a day program. The Child Care Home Auditor is no longer being funded by ECI. This position has been moved to decat for funding. PACT did not submit a proposal because the program is not evidence based. First Children’s Finance and AIM4 Excellence will be affected by the new Tool G restrictions. The Childcare Nurse Consultant will no longer be able to work with QRS centers if they participate in Statewide Voluntary Preschool. Healy noted there is concern with the new Tool G restrictions that the committee won’t be able to work through the new restrictions without further clarification. The committee would like the board to approve the current FY 15 budget with the acceptation that contracts management will work with Martens on the new Tool G restrictions after more clarification is received.Clewell made the motion to approve the FY 15 Proposed Program budget while allowing Contracts Management to adjust the amount of funding to a contractor based upon the information gathered regarding Tool G and that if a contract is reduced that funding be added to “Other Trainings/Slot Expansion” or “Quality Child Care Improvements”, Martin seconded. All aye votes, motion carried.The FY 15 Early Childhood Iowa Budget has been approved by the Decat Board. Contracts Management does recommend approving the budget.Pastor Rogers Kirk made the motion to approve the FY 15 Early Childhood Iowa Budget, Martin seconded. All aye votes, motion carried. **FY 15 Processes  
 Insurance**Martens has not received an invoice yet. Martens contracted Jen Rios at Gallagher. Rios emailed that she has contacted ICAP and will be contacting us once she hears back from them.  **Fiscal Agent**The Scott County Decategorization is the Fiscal Agent for SCKECI. The Scott County Decategorization contracts with Bi-State Regional Commission to provide fiscal management. Engels made the motion to approve Scott County Decategorization as the Fiscal Agent for SCKECI, Martin seconded. All aye votes, motion carried. **Early Childhood Coordinating Council**The next meeting is scheduled for June 25th. Chris Skaala attended the last meeting. Board members are encouraged to attend. **Committee Reports  
 Contracts Management**Dr. Healy reported nothing further at this time. **Friendly House**Lorelei Pfautz contacted Martens regarding the higher than expected costs for relocating the Friendly Kids Corner child care center in the Friendly House building. Friendly House hired staff to provide them with an estimate of how much the renovation of the Friendly House lower level would cost. They then put out an RFP to contractors for the job. The bids came back almost double the original estimate. Friendly House has been working to cut as many costs as possible including having their staff do minor labor such as painting. The friendly House is requesting $20,000 from ECI to help with the last of the unexpected costs. These costs would include items such as sink, stove hood and labor. The new Friendly Kids Corner will have an additional 10 slots. The Contracts Management committee is in support of funding $20,000 and has requested that Friendly House provide an itemized list of the items that will be funded with the total $20,000. The $20,000 can come out of carry forward from other programs underspending and slot expansions. It is also noted that the renovations must be completed between June 3rd and June 30th, 2014.Clewell made the motion to approve $20,000 to complete Friendly House’s renovations with the completion of the renovations done by June 30th, 2014, Winckler seconded. All aye votes, motion carried.

**Outcomes**

The Outcomes Committee met June 2nd, 2014. Nikki Kerus; AEA and Scott Cauwels were in attendance. They are looking forward to the new format to help link the community indicators more clearly.

**Nominations**

There are two board members whose terms are up; Rich Clewell and Rep. Cindy Winckler. The nominations committee recommends renewing both board member’s terms.

Martin moved to approve another term to Rich Clewell, Engels seconded. All aye votes, motion carried.

Martin moved to approve another term to Rep. Cindy Winckler, Pastor Rogers Kirk seconded. All aye votes, motion carried.

**Public Awareness**

**Website**

The public awareness committee reviewed two proposals received for the website development. The committee was in consensus to contract with TwinState. The costs are;

Total-$11,450

Decat 30%-$3,435

ECI 70%-$8,015 (50% RDA $4,007.50 and 50% RDA Match $4,007.50)

**Fund Development**

The public awareness committee would like approval to request the permission from the Riverboat Development Authority to modify the use of funds to develop the website and promote the website.

Clewell moved to approach the Riverboat Development Authority to modify the use of funds to develop and promote the website, Engels seconded. All aye votes, motion carried.

**State ECI Board Meeting-Rich Clewell**

The next meeting is scheduled for Friday June 6th, 2014.

**Legislative Recap**

Area ECIs were hoping that the amount allowed to be spent on administrative costs would go up to 10% from 5%. This has been denied.

**Other Business**

**Schedule of FY 15 Meetings**

Martens provided the board with a list of the FY 15 meeting dates and locations.

**Board Member Survey and Conflict of Interest**

Please turn in the Board Member Survey and Conflict of Interest Forms if you have not already done so.

**REDCaps**

Martens announced she has scheduled a REDCaps meeting with the programs SCKECI funds scheduled for June 16th, 2014

**Public Input**: none

Clewell moved to adjourn the meeting at 12:50p.m. Engels seconded. All Ayes, motion carried.

Next meeting: August 5th, 2014