

**Mahaska-Wapello Early Childhood IOWA
Board of Directors Meeting Minutes
Wednesday, August 27th, 2014 @ 3:45 PM
Eddyville Elementary School Library
702 Vance, Eddyville, Iowa 52553**



Mahaska Wapello

Board Members Present: Greg Kenning, Joy Prothero, Desiree Johnson, Nick Maxwell and Deb Deere.

Board Members Absent: Tom Lazio.

Community Members Present: Lynn Godwin (Sieda PAT), Angie Mach (ISU Extension-NEST), Jennifer Bowles (GPAEA-PBIS), Jill Lane (FRC Helping Hands), Robin Leonard (Cardinal CSD), Jane Matzen (AHFA-CCNC), Teresa Sammons (Ottumwa Y), Joan Garrett (GPAEA-PBIS), Becky Falck (Sieda Family Support), Heather Miller (CCR&R), and Angela Livesey (North Mahaska CSD).

Staff Present: Pat McReynolds (Area Director)

1. Call to Order: The meeting was called to order by Board Chair, Greg Kenning at 3:47 PM. Quorum met (5:6).

2. Introductions: Introductions were made.

3. Approval of August 27th, 2014 Agenda: Deb Deere made a motion to approve the agenda with item #5a (seating of health representative to the board) and item #8d/e (FYE2014 Annual Report review and approval) stricken from the agenda, Joy Prothero 2nd the motion. All Board Members present approved, motion passed unanimously.

4. Approval of July 30th, 2014 MWECI Board Meeting Minutes: Joy Prothero made a motion to approve the July 30th, 2014 board meeting minutes as written, Deb Deere 2nd the motion. All Board Members present approved, motion passed unanimously.

5. Nominating Committee Report:

Item was stricken from the agenda due to the health representative declining participation on the board.

6. MWECI Financial Business:

a/b. Pat McReynolds reviewed the July 2014 monthly financial QB reports as provided by the fiscal agent (payments made in July 2014 for FYE June 30th, 2014 services) with the MEWCI Board. Joy Prothero made a motion to approve the financial reports for July 2014, Deb Deere 2nd the motion. All Board Members present approved, motion passed unanimously.

c. Pat McReynolds provided a brief budget reflecting FYE2014 carry forward amounts (as of August 27th, 2014) and utilized with FYE2015 contracts, as well as some small amounts of unencumbered FYE2015 funding in EC programming and SR-Other. Board members participated in discussion regarding these small amount of funds and their purpose. Board members chose to move on to items #6e/f before making a decision regarding these unencumbered funds.

e/f. PatMcReynolds provided a copy of the annual review of the Board's ICAP liability insurance and an email indicating that the renewals and premium costs will increase in the minimum casualty limits from \$1 million to \$2 million. We do not know at this time what the premium increase will be. The board should be notified sometime in November 2014.

Desiree Johnson made a motion to submit the ICAP liability annual renewal at current limits and invite Wilene White, Noel Insurance Agent, to review the ICAP coverage with all board members during the January 28th, 2015 board meeting, Deb Deere 2nd the motion. All Board Members present approved, motion passed unanimously.

d. Deb Deere made a motion to wait until the January 28th, 2015 Board meeting when the Board will know more about possible increased administration costs and make decisions about the unencumbered funds as the Board reviews all semi-annual funding expenditures, Joy Prothero 2nd the motion. All Board Members present approved, motion passed unanimously.

7. Ad Hoc Committee to Review MWECI By-Laws:

Levels of Excellence "best practice" suggests that board by-laws be reviewed annually. An "ad hoc" committee was established to review the current MWECI By-Laws. The "ad hoc" volunteer committee members are Desiree Johnson,

Tom Lazio and Nick Maxwell. Desiree volunteered to lead the committee. The committee will meet in November due to numerous commitments by board members in September and October.

8. Area Director Updates:

a. Pat briefly reviewed the MWECI Advisory Committee notes with the Board. The Advisory group will be meeting every other month this year and continue their work on new goals/recommendations for the early learning environments matrix/oval and the family support oval/matrix for quality programming. New goals for FYE2015 for Early Learning Environments Matrix are: 1) plan strategies to support participant rewards for completion and implementation of training outcomes, and 2) plan strategies to support parent education regarding the need for quality child care and preschool education. New goals for FYE2015 for Family Support Matrix are: 1) plan strategies to support IFS Competency Standards, and 2) plan strategies to support local Coordinated Intake.

b. As of 8/27/14, all contracts have been signed except: Great Prairie AEA (their board does not meet until 9/9/14). Liability insurance certificate holder copies are still needed from ISU Extension and GPAEA.

c. MWECI Preschool Scholarship applications have been release and are coming in for income verification. Currently 1 application has been approved and 4 are pending. Pat shared that she anticipates less usage of scholarship funds due to increased slots and referrals to the public school voluntary 4Y funded programs.

d/e. FYE2014 Annual Report items were stricken from the agenda and moved to a special called board meeting for September 15th, 2014.

9. Community Updates and Opportunity for Input – FYI

a. Pat McReynolds and Heather Miller shared data from the Southeast Iowa Early Care & Education Symposium that was held April 12th, 2014 at IHCC. There were a total of 103 early care and education providers in attendance for the 6 hour creditable professional development opportunity. The planning committee is composed of volunteers from the following symposium sponsors: IHCC, MWECI, CCR&R, GPAEA, AHFA, and ISU Extension. There was good representation of attendees from both Mahaska and Wapello counties as well as 12 other surrounding counties. The evaluations scored satisfaction with the symposium overall as very high. Plans are being made to include family support training during next year’s symposium.

b/c. Deb Deere provided an update the current PCF work. The next meeting is scheduled for 9/4/14, 11am at the Correctional facility in Ottumwa. Work will continue on the four pillars approach to service. This group has also received funding from PCAI for the “Fatherhood Initiative” training to help mobilize the community around fatherhood activities. Public forums were held 8/12 am & pm and a “Fatherhood Leadership Summit” is scheduled for 9/16/14 at the Bridgeview Center. Flier details were shared. Deb also reported on the Children’s Alliance annual golf tournament held 8/16/14. Although it rained, there was still good attendance and sponsorship. Dean Kramer, Parent Partner, won the grand prize trip. Deb will share more details after the fundraiser amounts have been verified.

d. Becky Falck shared that MIECHV program was continues to move forward with coordinated intake meetings every month at the Pizza Ranch (12 noon) in Ottumwa. A Mahaska County forum was held 7/31/14 to gather input on expanding MIECHV services into Mahaska County with the next federal grant application. Mahaska County providers are excited to have this opportunity.

e. Pat McReynolds also included additional information in the meeting packet regarding eligibility for Lifeline (provides discounted phone service to low-income consumers), Board of Directors and Advisory Committee schedules for the year, and a copy of the Ottumwa Courier article about the Cardinal CSD Preschool Partnership.

9. Agenda Items for Next Scheduled Board Meeting:

a. Monthly Financial reports

b. Area Director’s Updates

c. Board Membership Recruitment

d. Presenters: Leslie Wright, Head of Community Impact from United Way of Cedar Rapids, North Mahaska CSD’s Summer GAP Program outcomes, and the Oskaloosa Preschool Partnership Professional Development outcomes.

MWECI Board Adoption 10/29/14

10. Adjournment: Deb deere made a motion to adjourn the meeting at 4:53 PM, Joy Prothero 2nd the motion. All Board Members present approved, motion passed unanimously.

Respectfully Submitted By: Pat McReynolds, MW Early Childhood Iowa Area Director

Board Adoption Attested By: Tom Lazio, MWECI Board Secretary _____

NEXT MWECI Board Meeting: Wednesday, September 24th, 2014 @ 3:45 pm
Eddyville Elementary School Library, 702 Vance, Eddyville, Iowa 52553

NEXT Advisory Committee Meeting: Wednesday, October 15th, 2014 - 9AM-11:30AM
Great Prairie AEA, 2814 North Court, Ottumwa, Iowa 52501

For questions concerning meeting location ADA accessibility or requests for assistance please contact the Mahaska Wapello ECI Director prior to the meeting.

The Mahaska Wapello ECI Open Records custodian is the Area Director, Pat McReynolds.

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