

**Mahaska-Wapello Early Childhood IOWA
Board of Directors Meeting Minutes
Thursday, October 26th, 2017, 4:00 PM
Fremont Community Center
107 East Main Street, Fremont, Iowa 52561**



Board Members Present: Nick Maxwell, Larry Reisch, Ali Wilson, Gina Buttikofer, Lynelle Diers and Shannon Hora.

Board Members Absent: Blaine Vos and Dean Cremer.

Community Members Present: Becky Falck and Lynn Godwin (Sieda Family Support), Joan Garrett (GPAEA), Yvonne Baldwin-Greene (ISU Extension), Jane Matzen (American Home Finding Association), Marta Shafer (North Mahaska CSD), Heather Buckley (Cardinal CSD), Mandi Vellinga (Employee & Family Resources), and Shanell Wagler (ECI State Office) .

Staff Present: Pat McReynolds (Area Director).

1. Call to Order: The meeting was called to order by Board Vice Chair, Lynelle Diers at 4:03 PM. Quorum met (6:8).

2. Introductions: Introductions were made.

3. Approval of October 26th, 2017 Agenda: Larry Reisch made a motion to approve the agenda, Shannon Hora 2nd the motion. All Board Members present approved, motion passed unanimously.

4. Approval of August 31st, 2017 MWECI Board Meeting Minutes: Gina Buttikofer made a motion to approve the August 31st, 2017 board meeting minutes as submitted, Nick Maxwell 2nd the motion. All Board Members present approved, motion passed unanimously.

5. Approval of September 14th, 2017 MWECI Board Meeting Minutes: Nick Maxwell made a motion to approve the September 14th, 2017 board meeting minutes as submitted, Larry Reisch 2nd the motion. All Board Members present approved, motion passed unanimously.

6. MWECI Financial Business:

a. Pat McReynolds, Area Director, reviewed the August 31st, 2017 monthly financial reports as provided by the fiscal agent with the MWECI Board (payments made in August 2017 for July 2017 services). Board members reviewed monthly QB profit & loss, transactions and voucher reports, as well as the bank statement and bank reconciliation reports. **Larry Reisch made a motion to approve the financial reports for August 2017, Ali Wilson 2nd the motion. All Board Members present approved, motion passed unanimously.**

b. Pat McReynolds, Area Director, reviewed the September 30th, 2017 monthly financial reports as provided by the fiscal agent with the MWECI Board (payments made in September 2017 for August 2017 services). Board members reviewed monthly QB profit & loss, transactions and voucher reports, as well as the bank statement and bank reconciliation reports. Pat pointed out that the FYE2018 first quarter payments have been received and that there was a QB date error for a deposit that was made on September 24th, 2017, that was not reflected in the P&L report as income. This was a mini-grant that was received from United Way of Wapello County for the spring symposium expenses and will be recorded in QB under the community dollars category / non-ECI state funds. **Ali Wilson made a motion to approve the financial reports for September 2017, Nick Maxwell 2nd the motion. All Board Members present approved, motion passed unanimously.**

c. Pat McReynolds, Area Director, presented the FYE2017 annual audit bid details as received from TD&T CPAs and Advisors , the only bid received. The final bid for services was submitted as \$8, 150.00 and would be completed in December. This is a \$270.00 increase from last year's bid, and \$150.00 over what was budgeted. Pat suggested that the \$150.00 amount over budget be taken from some unencumbered funding. **Larry Reisch made a motion to accept the TD&T CPAs and Advisor, P. C. proposal of \$8,150.00 for the FYE2017 – MWECI annual audit, Gina Buttikofer 2nd the motion. All Board Members present approved, motion passed unanimously.**

7. Child Care Desert Project Update:

a. Pat McReynolds, Area Director, reminded the MWECI Board that at the July 27th, 2017 board meeting, Brenda O'Halloran (CCR&R) had presented information and introduced the board to the topic and terminology of the "child care desert." Both Mahaska and Wapello counties meet the criteria (formula) for being considered a child care desert. Essentially this means that there are not enough child care slots / openings to meet the current need. The MWECI Advisory Committee, in partnership with United Way of Wapello County, have decided to take the lead and focus on this area of need for FYE2018. An action plan has been developed by this group and Pat reviewed the details with the MWECI Board. The action plan includes the following strategies: 1) secure \$8,000.00 of funding to initiate First Children's Finance to do a child care market feasibility study / analysis and assist with a strategic community plan for child care; 2) identify venues to advocate for recruitment of child development homes; 3) build relationships with key individuals (agencies) who may have influencing abilities to move this project forward; 4) eliminate any conceived threats to the already existing child care facilities and homes.

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b. First Children's Finance (FCF) provides consulting, facilitation and planning assistance for communities, government agencies, intermediaries and regional child care organizations. FCF assists these types of efforts with the development of business goals and take business approaches to help increase child care client quality, capacity and sustainability. FCF has submitted a \$8,000.00 / 8 month proposal for our area that would include a child care marketing analysis and community strategic plan, and would work with the Advisory Committee over the rest of the fiscal year with fulfillment of our action plan strategies and goals. United Way has already applied for a University of Iowa (Department of Public Health) community grant (\$3000) to assist with the costs of this proposal and additional partners are being approached (\$2500) to assist with this project. The remaining financial need is \$2500.00. **Larry Reisch made a motion to assist with the costs of the First Children's Finance proposal in the amount of \$2,500.00 to be taken from the MWECI community dollars (non-ECI funds) category, Nick Maxwell 2nd the motion. All Board Members present approved, motion passed unanimously.**

8. MWECI Funded Program Quarterly Impact:

After the lengthy board meeting in September in which all the FYE 2017 annual data was reviewed, it was evident that the quarterly reporting needed some changes in order to make the data useful and for greater understanding of the impacts made by the programs supported by the MWECI Board. Pat McReynolds, Area Director, reviewed the new quarterly reporting format with the Board members present. Each program representative present also had an opportunity to summarize their own report.

a. Family Support Program Impacts - FYE 2018 - Q1. Sieda PAT reported: 1) they have been fully staffed, but also seeing families in Mahaska county more transient and dealing with more critical family issues; 2) time consuming to meet requirements and report data into multiple systems, and; 3) reported success stories for 3 families. GPAEA-BASEC Family Support reported: 1) partnered with the NEST Program to provide PBIS for 8 families with 16 children; 2) these classes were held during the day, and; 3) parental quotes about the classes were included as the success stories. ISU Extension & Outreach Wapello County NEST reported: 1) although overall numbers are low, those families participating are more regular and have increased contacts with the coordinator; 2) the agency struggles to keep the Hispanic interpreter position filled, and; 3) have had success with providing transportation for families to their new location.

b. Early Learning Programs Impacts - FYE 2018 - Q1. Orchard Place / CCR&R / Child Care Consultant reported: 1) the plan for this year's "Stars Incentive" program (mini-grants) have been distributed to all providers; 2) those involved in QRS are seeking higher levels, and; 3) success has been new providers seeking registration and working with DHS doing pre-inspection visits. AHFA Child Care Nurse Consultant reported: 1) her focus has been to address best practice diaper changing procedure to prevent the spread of diarrheal illnesses; 2) challenging task...improving basic sanitation is not a popular topic, and; 3) success reflected as one center purchased 2 hand's free, covered waste cans and are located within hand's reach of the diaper changing table so the diaper does not contaminate other surfaces. GPAEA-BASEC Early Learning reported: 1) recognized that summer child care is very versatile and difficult to follow through with individual coaching as staff serve in multiple classrooms, however, connections were maintained and new goals have been implemented by those receiving coaching services; 2) challenged to be as versatile in delivering services as the child care staff must be during summer hours, and; 3) successes included the addition of literacy emphases within the structure of PBIS training and coaching.

c. As a continuation of board development and education, Pat McReynolds, Area Director, introduced and summarized the Harvard University / Center on the Developing Child: "Science to Policy and Practice" article. The importance of board familiarity with this article is centered in the fact that understanding the core principles of child development can help us redesign policy / practice and assist the board in making good programmatic and financial decisions backed by science and best practice. Three core principles identified were: 1) support responsive relationships for children and adults; 2) strengthen core life skills; and 3) reduce sources of stress in the lives of children and families.

9. Open Forum: Community Updates and Opportunities for Input:

a. Community Events Feedback: 1) Race: The Power of an Illusion Learning Exchange - September 7th, 2017; Lynn Godwin and Lynelle Diers both shared that this learning exchange was very intense and sometimes overpowering, but also made you think through some of the tough issues around race. 2) Iowa WorkForce Open House - September 14th, 2017; No one present was able to attend. 3) 8th Annual Deb House Deere Memorial Golf Tournament (Children's Alliance) - September 16th, 2017; Joan Garrett shared the tournament was better organized this year and the golfers learned more about the type of prevention work the Alliance supports. 4) Community Screening of "Resilience: The Biology of Stress and the Science of Hope," - September 18th, 2017; Becky Falck shared that she thought the film was great and especially liked the "Miss Kendra" approach; Gina Buttikofer shared that the IHCC student that attended was floored by the information (ACEs) and liked the positive relationships between teachers and students; Lynn Godwin shared that this was the first time some PAT staff had heard the ACEs information. 5) SE Iowa Non-Profit Summit - September 21st, 2017; Lynn Godwin shared the conference was good and she was able to network with many others. 6) Regional ECI Legislative Forum - September 29th, 2017; Pat shared that we did have one state representative present for the first time (Ken Rozenboom) and she was able to spend some time sharing with him about our local programs. 7) Poverty & Culture Exchange - October 5th, 2017; Becky Falck shared that both the poverty training and the cultural training were received well by Sieda staff who attended. 8) RPI Courageous Conversations - October 11th, 2017; Lynn Godwin, Lynelle Diers and Pat McReynolds were all able to

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participate in the follow up meeting. Plans are being made to continue these community conversations with leadership and a regular meeting time to be established.

b. Upcoming Community Events: 1) Domestic Violence Educational Symposium, Friday, October 27th, 2017 at Washington Public Library; 2) Infant Feeding 101, Tuesday, November 7th, 2017, 6-8pm at the ISU Extension Office in Fairfield; 3) Mahaska County Race: the Power of an Illusion Learning Exchange, Tuesday, November 7th, 2017, 9-4pm, at the Fremont Community Center; 4) Firearms Study Series: Business & Shooting Sports, Thursday, November 9th, 2017, at the Railroad Clubhouse by the Depot, Ottumwa.

c. Additional Input from Community Partners and MWECI funded program updates or upcoming events. Lynelle Diers also reminded us of the Human Trafficking Training hosted by AHFA on November 2nd, 2017.

d. Special Guest Comments: Shanell Wagler / ECI State Office thanked the MWECI Board for their voluntary service and the local providers present for their continued services to the children and families in Mahaska and Wapello counties.

10. Agenda Items for Next Board Meeting*: REMINDER - NO MEETING SCHEDULED FOR NOVEMBER 2017.

a. Monthly Financial Reports.

b. Director's Updates.

c. Child Desert Update.

d. Mid-Year Review: Community Plan Local Indicators, State & County Data, County Assessment Summaries.

e. Opportunity for Community Input.

11. Adjournment: Ali Wilson made a motion to adjourn the meeting at 5:25 PM, Shannon Hora 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: Shannon Hora, MWECI Board Secretary _____

NEXT MWECI Board Meeting: 2nd Thursday, December 14th, 2017, @ 4pm, Fremont Community Center

NEXT Advisory Committee Meeting: 3rd Wednesday, February 21st, 2018 - 9AM-11:30 AM
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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