

Linn County Early Childhood Iowa Governance Board MINUTES

October 27, 2020

3:15-4:30 PM via Zoom Webinar

<https://us02web.zoom.us/j/83727233917?pwd=WU5NcXBvUGVYNHFZVEFNSENDRUxQZz09>

Meeting ID: 837 2723 3917 Password: 231867

Per Iowa Code section 21.8 an electronic meeting can be held when there are valid concerns that an in-person meeting is "impossible or impractical" (e.g. COVID-19).

Board member present via Zoom or Phone: Richard Barrett, Linda Bigley, Karey Chase, Wyatt Dagit, Amy DeMeulenaere, Karen Lewis, Dan Louzek, Tricia Kitzmann, Andrea Rogers, Ben Roger, Nancy Scheumann, Drew Westberg, and Jasmine Wu.

Excused Absence: Patrick Munyakazi

Staff via Zoom: Chris Kivett-Berry

Guests via Zoom: Morgan Bryant, Melissa Grennan, Jan Moffitt, Sara Nightingale, Danielle Pershing, Christi Regan, Diana Strahan, and Melissa Williams.

Call to order: Tricia Kitzmann, chair, called the meeting to order at 3:17 pm with quorum present (13/14).

- a. New ECI Funded Program Staff: Melissa Williams of CART was welcomed.
- b. Annual Conflict of Interest & Non-Disclosure Forms: Please print, sign, and return to Chris. If you prefer the forms be sent to you directly please call or e-mail Chris.
- c. CB Article on COVID Impact on Child Care: The article written by Dawn Oliver Wiand was noted.
- d. Kitzmann and Peyton Good News: Chris shared that Tricia and her team at Public Health received the Linn County Core Values Award. Other good news is that Kristen and her husband Ethan are the proud parents of a new baby boy and the new baby girl. All are healthy!
- e. Board Member resignation: Connie Rutz is resigning from our board due to health issues. She hopes to rejoin us in the future. This brings our Board membership to 14.

Minutes of 9/22/20 Board Meeting:

- **MSC:** (Roger A., Scheumann) Motion and Second to approve minutes from September Board Meeting. Motion carries unanimously.

Program Engagement:

- a. COVID/Derecho Stories from ECI Partners: Sara Nightingale, TIES program, reported they are able to offer 3 of the 4 core pieces of their program virtually. Early this FY their wait list was 12 and all are now enrolled with 4 new on the wait list. The in-person parent coaching is provided one family at a time with PPE and socially distanced protocols in place. Sara noted the ability to provide in-person option has been very impactful.
- b. Oct 19th Program Networking Highlights: Notes from the event are in the packet and highlight the challenges with client recruitment and engagement. Participants shared resources and decided to meet again via Zoom every 4-6 weeks to keep connected.
- c. National Certification Exam: Board packet contained PowerPoint slides from State ECI office with details. Chris explained history of the assessment and local implications.
- d. Stipend for Excellence: Chris noted the high quality standards expected of our funded programs both at the state and local level. Due to reduced utilization of ECI funds due to COVID we have an opportunity to acknowledge our partners for achieving high levels of quality. Staff recommendation is to develop stipends to be paid this FY to programs that achieve a quality standard set by the Board. Chris asked for one or two board members to assist her in developing this stipend policy.
- e. Local and State ECI Teleconferencing Protocol: Chris provided an overview of the updated State ECI office guidance on providing family support programs during COVID. As a result an

action at their November meeting. Board members shared input on components of the policy they think would be helpful.

Board Operations:

- a. Monthly Budget Utilization Summary: The document in the packet illustrates the impact of reduced services due to COVID. This will be monitored closely and will likely result in the Board needing to allocate additional funding this FY.
- b. Annual Review of By-Laws- 1st Review: Chris noted the highlighted text in the By Laws that indicate a recommended change. Board members were invited to share other desired edits. All edits will be included for second review and action at the November Board meeting.
- f. FY 21 Committee Roster: The roster was in the packet with one edit needed. Linda Bigley is serving on two committees and will be joining the Long Term Home Visit pilot project.
- g. Nov-Jan Priorities: The focus is the Work Plans due from every ECI program by Nov 6. That will illustrate to the Board the contract and or budget amendments that are needed. It will also inform the potential for carry forward and assist the Board in determining payment of claims beyond December 31, 2020. The November focus will be on our current funded programs and Dec-Jan will be on addressing other unmet needs.
- c. Board Meeting Schedule:
 - i. Zoom Poll: The informal poll result strongly indicates Board members prefer to keep the same meeting date and time. The 1 Board member who wished the meeting would be changed was invited to contact Chris for accommodations.
 - ii. Nov Mtg Attendance: Our next meeting is Nov 24 which is Thanksgiving week. To assure quorum the Chair invited members to indicate if they are not able to attend. All members indicated they are currently able to attend Nov meeting as scheduled.

Community Engagement:

- a. United Way ECI Derecho Grant: Chris successfully wrote a \$10,000 grant to UWECI to obtain matching funds for a national grant that is purchasing outdoor play equipment that was lost in the Derecho. The grant funds were awarded to Paces (HACAP) as they are 501c(3) and are best positioned to coordinate this effort with Child Care Resource & Referral's national grant.
- b. Iowa Women's Foundation Grant: Successful applicants will be notified by November 13.
- c. Presenters at Oct Iowa Ideas Conference: Chris and Andrea were panelists at the conference and spoke on the child care crisis and role of the business community for solutions.

Open Agenda: Amy sought clarification on the committee schedule. Tricia noted members would be contacted by Chris or the Convener. Drew summarized the challenges facing child care providers including increased expenses, reduced income, quarantine impact on scheduling, and loss of staff. Challenges are disproportionately impacting those that serve low-income families.

Motion to Adjourn:

➤ **MSC: (Wu, Louzek) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:27 pm.**

Recorder: Chris Kivett-Berry

Signature: 

Date: 11/17/2020

Reviewer: Drew Westberg, Secretary

Signature: 

Date: 11/17/2020