



EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

Board Minutes

Tuesday, April 19th, 2021, 12:00 pm – 1:00 pm

Board Members & Staff: P = Present A = Absent E = Excused		Meeting: Board Meeting
Chair: Scott Dahlke P	Jody Young P	Location: Zoom, Virtual Meeting
Vice Chair: PR Aleese Kenitzer P	Tony	
Treasurer: Tasha Wall E	Jenny WL Elementary	
Secretary: Tony Loconsole P	JoJo Coordinated Intake TPH	
Mark Odell	Director: Whitney Howell P	
	Melissa Tucker	
	Minutes completed by Yesenia Cruz	

1. **Meeting called to order:** The meeting was called to order by Whitney Howell at 12:05 with introductions.
2. **Review of Consent Agenda-**
 - a. Approval of March 15th 2022 minutes- Motion to approve minutes by Tony - Seconded by Young- Motion carries
 - b. Financials- Dahlke said that all was good. Tasha is out but was able to to review and signed off on it.
 - c. Since this came as a recommendation from the Exec committee motion to approve has been carried
3. **Directors Update:** A lot of work with AIIM has been focused on filling the wage gap with childcare employees which Whitney said she would get into later in the agenda.

Whitney mentioned that the United Way of Muscatine will be hosting an open house on the 27th from 4 to 6. They have new staff and a new space they are working from. Whitney also said that all of the childcare appreciation bags were delivered. The programming committee will meet on the 28th and the 5th to go over the updated budgets for contract renewals. Whitney had a chance to go to the Night of the Child at the Muskie Early Learning Center where she was able to hand out scholarship applications and some Imagination Library registrations.
4. **Designation Summary from State TA Team:** Whitney started by saying that we had received our summary from the TA team. Scott looked at it and signed off on it. This is what is the summary that is going to be presented at the State Board in June. The summary lists a bunch of strengths and areas for improvement. Improvements include items that have been discussed before. Reaching families prenatally, coordinated intake systems are improving but we recognize that there are opportunities for improvement there. Nothing major that needs to drastically change in what we are doing. Whitney let the TA team know that the bi monthly meetings with other directors has been very helpful. The TA team shared that phones for families was recognized as an essential good that was made available when COVID started. It allowed public health agencies to still meet with families. If a family didn't have a smartphone, one was provided so that parents could continue to meet and complete parent classes. The TA team was saying that the board is able to provide funds if the board wanted.



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5. **Professional Development Funding-Grant writing & Growing Up Wild:** Whitney started by saying that working with AIIM, they found that child care providers don't know where to go to get funds. Child care providers have listed Grant Writing as a need. The workshop would give tips and tricks on how to write the applications for grants. The program comes through First Children's Finance. They are an organization that works with childcare providers from a business point of view. They offer specific training in Iowa. Whitney reached out to see if they can tailor specifically on the grant writing process. It wouldn't be 2 hours one night. Price tag is \$2000.
Growing Up Wild is all about teaching while exploring nature. It was held at Discovery Park previously. The price tag is around \$500. There was some discussion.
The Exec Committee is recommending both the grant writing workshop(5 spots with Whitney attending) and Growing Up Wild. This was approved by the full board- motion carries
6. **Arpa Fund Admin Apps:** Whitney and Kim from AIIM have been working with a community group that is trying to figure out how to spend the ARPA funds that are coming into the community. They have been talking on how to create a fund to fill the wage gap for childcare providers. They sent out surveys and have been talking to others from different communities who are trying to do the same thing. In the surveys sent out they ask childcare providers, how many staff members they have, how much do they wish they could pay employees to attract employees to be able to be fully staffed so all slots are available for kids. Across the board they responded with \$14 an hour. Currently childcare employees are getting paid around \$9 an hour. From \$9 to \$14 or even \$12 is the gap that is trying to be filled. They are thinking that they could create a fund with ARPA dollars and business donations that are willing to put money into the pot. Kim is pitching this idea to the community group this coming Friday. The community foundation is willing to house the funds but they would need someone administering this. Whitney stated that she believes ECI may be able to help with that aspect if those funds come to fruition. There are still a lot of items that need more work and details to figure out but Whitney wanted to ask the board if this is something they want ECI to be involved with or if it should be passed on to someone else. Scott mentioned that it is a great idea and that it would be a good fit with Whitney. Whitney agreed since she already has working relationships with the centers. There was some discussion on this and how the program would work
7. **Budget Amendment for LSI:** LSI wants to move funds from personal development, salary, and travel to equipment for new laptops which would be \$5,100.96 for 4 staff members. They are being moved out of their current office space which had desktops, new office space will not have the desktops. Motion to approve by Mark, Seconded by Tony
8. **Scholarship Applications for FY23:** Whitney just wanted everyone to know that the applications have been updated for the new year. Whitney also said that this year she is giving parents/guardians the option to apply online and that the links for those are on the ECIMC website
9. **Tool G Update:** Whitney stated that this is from the state office. Tool G is used to see how we can spend our money. She said the biggest change was that starting January 2022 all in state lodging providers must complete the department of public safety human trafficking prevention certificate. Basically is saying if Whitney travels and the board needs to reimburse for this, she would need to stay at a hotel that has completed the certification.
10. **Presentation- Trinity Muscatine Public Health Developmental Screenings:** Kate Arndt started by introducing herself. She is the Developmental Sports Specialists in the first FIVE program at trinity muscatine public health. She also takes care of the ASQs screenings. She said that ASQ is an ages and stages



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questionnaire. There are two different screening types- ASQ3 and ASQ SE2. These are screening tools that parents fill out that monitors how children are developing in different areas. They can also help identify a child's strengths and areas that may need support whether it is support at home with the parents or if an outside intervention is needed. Parents fill these out because they know their child best and know their child's base line.

ASQ3's are utilized in children between 1 month and 5 ½ years of age. There are 5 areas that are screened: Communication, Gross Motor Skills, Fine Motor Skills, Problem Solving, and Personal Social.

ASQ SE2 is utilized in children between 1 month and 6 years of age. Areas screened are: Self Regulation, Compliance, Social-communication, Adaptive functioning, autonomy, affect, and interaction with people.

Both questionnaires are based on the child's age and then given to the parents to fill out with their child. Once the questionnaire is then returned by the parent and then it is scored when it is returned to TMPH. The scores are provided to the parents and discuss referrals if needed. The parents are also given tools to help the child in the areas that need improvement if needed. TMPH refers to different programs if outside intervention is needed.

11. **Open Forum:** United Way is having an open house on the 27th from 4 to 6.
12. **Next Scheduled Meeting:** May 17th 2022, 12:00 pm - 1:00 pm at TBD
13. **Adjournment:** Dahlke called the meeting adjourned at 1:02 PM