



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

## Board Minutes

Tuesday, February 15th, 2021, 12:00 pm – 1:00 pm

<b>Board Members &amp; Staff:</b> P = Present    A = Absent    E = Excused		<b>Meeting:</b> Board Meeting  <b>Location:</b> Zoom, Virtual Meeting
<b>Chair:</b> Scott Dahlke E	Jody Young	
<b>Vice Chair:</b> PR Aleese Kenitzer P	Shane Orr	
<b>Treasurer:</b> Tasha Wall P		
<b>Secretary:</b> Tony Loconsole P		
	Director: Whitney Howell P	
Lynda Cavazos		
Melissa Tucker	Minutes completed by Yesenia Cruz	

1. **Meeting called to order:** The meeting was called to order by Kenitzer at 12:04 with introductions.
2. **Review of Consent Agenda-**
  - a. Approval of Jan 18th minutes,- Motioned to approve by Tony- seconded by Jody
  - b. Financials- Need approval for Trinity Developmental Screenings as it is over at 38%- they are over because they charge per screening. it is the first claim they have sent in- it is for 1 and 2nd quarter. Preschool scholarship- We have not received a claim from a Child's Place. Whitney stated that we are also working on getting Happy Time caught up. They had not sent in a claim since November.
  - c. Motion to approve the financials - Jody motioned to approve- Tony seconded- Motion carries
3. **Directors Update:** Whitney started off by saying that AIM is going well. They are working on some childcare appreciation baskets which will be talked about later on. They are also reconvening to continue the conversation with businesses about childcare. That meeting is going to be scheduled sometime in the next week.
4. **Fiscal Agent & EOR for FY23:** Whitney said that we have been looking at options for Fiscal Agent and Employer of Records since the current contract with the school district will be ending this fiscal year. We had gotten some quotes for different options. The Exec Committee is recommending that we move our Fiscal Agent and EOR to Central Iowa Juvenile Detention Center. That would mean that the office would be strictly remote. Whitney continued saying that there are options for office space in Muscatine.

Jody voiced concern about going strictly remote. She believes there needs to be a physical presence in the community- where parents and agencies can come in and talk with the director if needed. Whitney said that since having the office there has been no foot traffic. She said she works very hard to make herself available when needed. Also went on to say that United Way has offered cubical space and meeting room space if needed. Tasha mentioned that this doesn't need to be a precedent. If going this route doesn't work out, we can look into other options. There was more discussion on physical presence and remote work.

Whitney stated that the recommendation from the executive committee was to move forward and vote whether to go with CIJDC. Whitney asked if anyone was comfortable with making a motion. Tasha motioned to go with CIJDC- Tony seconded. Aleese asked if there was any further discussion and asked if anyone was opposed. Jody



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is in opposition of the motion. Aleese asked who was in favor- Tasha, Tony, and Aleese were in favor. Noting that Jody is in opposition, the motion carries.

5. **Mid Year Site Visits:** Whitney said that site visits have been happening the past week. She has one left to complete. When they are all done she will type up a summary and share it with everyone at the next meeting.
6. **Contract Renewal Application and Timelines:** The executive team looked at the timeline and recommended approval of the timeline. The program committee has worked on this. Whitney said that during her site visits she let them know that it is a renewal year and the process is similar to an RFP. All of the documents are due by April 10th. That gives the program committee to meet before the May meeting. Jody moved to approve- Tasha seconded- Motion Carries
7. **Childcare Appreciation Baskets:** Something Whitney has been working with AIM. Childcare is getting worse- providers are closing. Whitney reached out to some businesses to get some donations. They want to send appreciation baskets to childcare providers. Whitney proposed that we give Lakeshore gift cards in the baskets. Giving \$500 for centers and \$250 for at home providers- Totalling \$12,000. This would be in place of the mini grants. The executive committee recommended approval for this. Motioned to approve by Tasha- Jody seconded- Motion carries
8. **Designation Meetings, Thursday Feb 17th:** Whitney sent out a link for the meeting as well as a rubric on what is going to be asked. She wants to make sure everyone feels comfortable going into the meeting. Whitney explained that the day will start as a one on one with the Designation Committee. They meet with ECIMC partners and board members. Then they meet with Whitney after for a one on one for a summary.
9. **Board Membership:** Whitney stated that Mark Odell has agreed to join the board. Whitney has time to complete the Board Orientation. The Exec Committee recommended to approve board membership. Motion to approve by Jody- seconded by Tasha- Motion Carries
10. **Presentation- Lutheran Services in Iowa:** Melissa Tucker and Linda Cavazos started their presentation with introductions. Melissa started with an overview of services that LSI offers in muscatine. HOPES, Parents as Teachers, and Mental Health Counseling are all services that are housed with LSI. They also refer out for Behavior Health Intervention Services, Hourly Community Programs, Services for People with Disabilities, and Integrated Family Support Services. Their goal is to increase positive parent interactions with their children to prevent child abuse and neglect.
11. **Open Forum:**
12. **Next Scheduled Meeting:** **March 15th 2022**, 12:00 pm - 1:00 pm at TBD
13. **Adjournment:** Kenitzer called the meeting adjourned at 12:57 PM