



EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

Executive Committee Meeting Minutes October 20, 2020 11:30-12:00

Committee Members & Staff: P = Present A = Absent E=Excused		Meeting: Executive Committee Location: Zoom Virtual Meeting
Chair: Pr. Aleese Kenitzer P		
Vice Chair: Tasha Wall P	Director Whitney Howell P	
Treasurer: Jerri Robison P		
Secretary: Scott Dahlke P		
		Minutes completed by Whitney Howell

Called to Order: The Executive Committee meeting was called to order by Chair Kenitzer at 11:35 am

- 1. Review of Consent Agenda:** Robison discussed the financials for the month. LSI had a credit on account for a double charge. All other items are in order. Motion by Wall to approve. Seconded by Dahlke.
- 2. Budget Amendment:** Howell shared she received notification from the state office that there was fiscal agent funds allocated in Early Childhood. She advised that is not an allowable expense and requested that be corrected through an amendment. Howell made that change in Iowa Grants. Motion to approve from Wall. Seconded by Robison. All in Favor. Robison asked about the unspecified funds lines in our budget. Howell reminded everyone that was in preparation for a mid year cut from the state. Should we not get a mid year cut we will discuss where those funds should be spent. Howell then mentioned Preschool scholarships are low at the moment and she foresees the opportunity to open up preschool grants in the spring. Robison asked why scholarships are down. Howell then shared Preschool enrollment numbers are down across the board and shared those numbers. Another option to spend those funds would be to increase our Preschool Scholarship amounts. Robison discussed Preschool absences and the need to look into why those kids are absent. Are they sick, quarantined etc. Because of new schedules for those kiddos missing a day or two really adds up.
- 3. Childcare and Preschool Scholarships:** Howell shared because of funding she has started a waitlist for childcare applicants. The preschool scholarships could be increased and granting opened up to Preschools. Howell will put a plan together and present it to the board after the first of the year. Robison asked about kids on the waitlist be eligible. Howell stated she reviews the applications and lets the family know if they are denied or added to the wait list. We will return to this topic in the future.
- 4. Childcare Ready Training:** Howell shared that she met with CCRR staff last week and discussed the new Childcare Ready Training opportunity. Howell with a team of others was planning a fast track training for Muscatine pre-COVID and then put it on hold. CCRR with help from the Iowa Women's Foundation has put together this Childcare Ready Training to be offered virtually. Howell asked about offering it for Muscatine County and plans to offer it potentially in March after some more planning sessions with CCRR. We could then use our safety grant on this to purchase incentives.
- 5. State Performance Measure Update:** Updates to our performance measures will be brought to the state board at their November meeting for planned implementation to begin in FY22. Howell shared the document with updates and highlighted a new measure surrounding mental health for workforce and children 0-5. Howell has brought together a group of Muscatine County Individuals to discuss the current offerings and potentially look for gaps that in the future we could help with. That group is meeting next month.



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6. **Board Assessment and Community Survey:** Howell shared this years evaluation survey. Howell also added a question at the end asking for interested individuals to provide contact information if they would like to join our board. We will be losing two members in December. Howell does have two individuals interested and will follow up with them. Motion to approve from Robison. Second from Dahlke.
7. **Directors Update:**
 - a. Diaper Bank is going well. Our bulk order was placed and will be delivered next week. We have also invited all board members to a wrapping party on the 30th at 5:00pm.
 - b. IAAEYC Fall institute, Howell attended one session on being Trauma Aware in the work we are doing.
 - c. Muscatine County Funder Network, Howell was invited to participate in planning and conversations to form this network of funders. United Way, Community Foundation and Muscatine Charities are all at the table as we have put together a general organizational screener. For example when LSI goes to apply for funds they will only have to provide their budget, audit, insurance etc once on a general account instead of 4 different times for 4 different granting platforms. It has also been great to communicate what programs we all fund. So in future funding we can communicate as to who and how programs can be funded.
 - d. Howell also shared the WLBHA contract amendment and correction plan. Howell has had a conversation with West Liberty Staff and a signature has been gathered.
8. **Open Forum:** None
9. **Next Meeting: November 17th, 2020, at 11:30am** Location TBD
10. Adjournment at 11:59 am