



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

## Executive Committee Meeting Minutes April 19th 2022 11:00-12:00

<b>Committee Members &amp; Staff:</b> P = Present    A = Absent    E=Excused		<b>Meeting:</b> Executive Committee
<b>Chair:</b> Scott Dahlke P		<b>Location:</b> Zoom Virtual Meeting
<b>Vice Chair:</b> PR Aleese Kenitzer P	Director Whitney Howell P	
<b>Treasurer:</b> Tasha Wall E		
<b>Secretary:</b> Tony Loconsole P		
	Minutes completed by Yesenia Cruz	

**Called to Order:** The Executive Committee meeting was called to order by Kenitzer at 11:00 am

### 1. Review of Consent Agenda:

- a. Review Agenda-
- b. March 15th 2022 Meeting Minutes:
- c. Financials: Whitney stated that everything was good, Tasha was able to look at the claims and signed off on them
- d. Motion to approve consent agenda and financials by Aleese and Tony seconded- Motion carries

**2. 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.

**3. Professional Development Funding- Grant writing & Growing up wild:** Whitney had brought up the opportunity to fund some other programs that were offered to childcare staff but no one had signed up for them. So there is still funds in the Personal Development money that needs to be spent. Whitney has a couple options. One is a Grant Writing workshop that seems to be something that child care providers are interested in. 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 would be a couple hours for an evening. Price tag is \$2000.

Second option is a program called Growing Up Wild. This is all about teaching while exploring nature. It was held at Discovery Park previously. The price tag is around \$500.

Whitney stated we have funds to cover both programs if wanted.

There was some discussion on whether the grant writing workshop would be a good workshop in the long run. Scott mentioned that maybe Whitney could attend the grant writing workshop. A cap was put on the



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

grant writing workshop to 5 spots with Whitney attending to be able to maybe write grants and sub grant them out.

Tony motioned to recommend to the full board to provide funds for both programs, Aleese seconded. Motion Carries

4. **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.
5. **Online Scholarship Apps:** Whitney stated that this is informational. The applications have been updated for the new year. Also mentioned that we are giving the option for filling out applications online, there are links for those on the ECIMC website.
6. **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.
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. There was some discussion. Motion to recommend approval by Aleese, Seconded by Tony.
8. **Open Forum:** Whitney wanted to mention that there is a PBIS meeting coming up on the 26th at 5:30pm if anyone would like to attend to talk more about this program.
9. **Next scheduled meeting: May 17th , 2022, 11:30 am at TBD**
10. **Adjournment:** Scott Dahlke called the meeting adjourned at 11:55 am



# EARLY CHILDHOOD IOWA MUSCATINE COUNTY

~Promoting quality beginnings

---