

POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
May 28, 2014

Voting Members Present: Judy McCoy Davis, Mike Bandstra, Sam Carrell, Cindy Elsbernd, Terry Harrmann, Claudia Hawkins, Matt Knoll, Natali Justiniano Pahl, Joyce Pingel, Georgia Sheriff, JoEllen Spriggs-Dixon

Voting Members Absent: Marvin DeJear, Terri Henkels, Shane Schulte, Tom Slater

Ex-Officio Members Present: None

Ex-Officio Members Absent: Dave Discher, Don Doudna, Brook Rosenberg, Dave Arens

Staff Present: Barb Bremner, Jody Kanne

Welcome and Introductions

Board Chair Judy McCoy Davis welcomed everyone to the Polk County Early Childhood Iowa Board meeting at 8:05 a.m. Quorum was met at this time. Cindy Elsbernd arrived at 8:10 a.m. Mike Bandstra and Sam Carrell arrived at 8:20 a.m. Davis emphasized the importance of achieving quorum for each meeting, noting the state requires annual reporting on attendance of each member and all meetings. Davis requested members reply with their attendance intent when they receive the email with monthly meeting materials. Members who do not reply via email will be contacted by phone prior to the meeting.

Approval of March and April 2014 Minutes

*A motion to approve the minutes was made by Terry Harrmann and seconded by Joyce Pingel.
THE MOTION CARRIED UNANIMOUSLY.*

Monthly Financial Statements

Bremner presented the financial statements. These statements are a cash presentation of financial transactions which took place during the first ten months of fiscal year 2014.

School Ready

- FY14 PCECI School Ready funding is 2,610,557.00.
- Year to date receipts total \$2,610,557.00. The fourth quarter (final) installment of \$652,639.25 was received in April, resulting in 100% of annual funding being received.
- At the end of April 2014 FY14 School Ready funds of \$1,865,438.92 were expended.
- This amount represents 70% of FY14 School Ready funding.
- Unspent funds at end of April were \$835,682.46.
- Allowable carry forward is 20% of total or \$522,111.40. At end of April all contracts were on track to be fully expended by end of fiscal year. Carry forward anticipated to be approximately \$50,000 at end of fiscal year.

Early Childhood

- FY14 PCECI Early Childhood funding is \$1,040,015.00.
- Year to date receipts total \$1,040,015.00. The fourth quarter (final) installment of \$260,003.75 was received in April, resulting in 100% of annual funding being received.
- At the end of April 2014 FY14 Early Childhood funds of \$632,055.77 were expended.
- This amount represents 61% of FY14 Early Childhood funding.
- Unspent funds at end of April were \$407,959.23.
- Allowable carry forward is 20% of total or \$208,003. At end of April all contracts were on track to be fully expended by end of fiscal year. Carry forward anticipated to be approximately \$80,000 at end of fiscal year.

Approval of March and April 2014 Financial Statements

A motion to approve the March and April 2014 financials was made by Matt Knoll and seconded by Georgia Sheriff. THE MOTION CARRIED UNANIMOUSLY.

Preschool Committee Recommendation

Knoll reported the following committee recommendations:

- Preschool Committee moves that funding of district preschool program support remain at current FY14 levels for each district. Recommend that any carry forward funds from FY14 be allocated to preschool program support for funding of DMPS Early Childhood Family Support Program.
- Preschool Committee moves to continue to study community need and each district's need for preschool program support in order to provide guidance for future funding and priorities. Suggest in the fall Committee and/or whole Board convene District Early Childhood Program directors as a group. Suggest the committee and any interested members also meet with individual directors throughout upcoming year.

The recommendations were approved by majority, with Cindy Elsbernd abstaining from voting

Child Care Committee Recommendations

Harrmann reported the following committee recommendations:

- Child Care Committee moves that funding of capacity building at the 8 child care centers maintain similar FY14 levels, as recommended by executive director.
- Child Care Committee moves to continue to study community needs for high quality child care and the specific needs of these centers to provide guidance for future funding and priorities. Suggest Committee and interested members continue onsite visits to funded centers (1 per quarter). Suggest Committee and interested members meet with the entire center Resource Team in fall to discuss the challenges and opportunities with these centers and for child care providers in general.

The recommendations were approved unanimously.

5 Applications for Funding – Review Summary and Recommendations

Bremner presented the compilation of member reviews for five new programs. Members provided scoring based on 10 criteria and also provided comments and concerns. Programs were presented from the highest score to lowest. All members review comments were shared. Based on member review these are recommendations for new funding:

School Ready

- DMPs Family Support Program (SUCCESS) - Recommend \$200,733.75 funding level. Funding would be split between Family Support & Parent Education and Quality Improvement Funds. Recommendation funds 3 positions.

Early Childhood

- IA AEYC WAGE\$ - Recommend \$60,000 funding level. First year for program, agency can request more money if funds are fully committed early in program rollout.
- LSI Refugee Childcare Provider Training - Recommend \$70,192.00 funding level. United Way has committed to also funding program to ensure requested amount is met so program can continue.
- CCR&R Bridges to Quality - Recommend \$45,000 funding level. Bremner will continue to work with program to define details of the contract.
- First Children's Finance Business Development Program - Recommend no funding

Pingel recommended a review process through the year and site visits be built into new program contracts. Bremner stated currently programs are required to report mid-year and end of year on ECI performance measures and other requirements could be written into contracts.

Program Review Follow-up

Bremner provided a brief summary of PCECI FY14 funding and projected FY15 funding. Draft numbers have been released by the state ECI staff.

FY14 Budget compared to FY15 released DRAFT Allocations						
						FY14 to FY15
FY14	Early Childhood	\$1,040,015	FY15	EC	\$1,083,691	+\$43,676
	School Ready	\$2,610,557		SR	\$2,652,567	+\$42,010
	TOTAL PCECI Budget	\$3,650,562			\$3,736,258	+\$85,686

Bremner provided a draft budget for FY15 for discussion and questions during the meeting. Draft budget included funding for new programs, anticipated funding and renewal of contracts with current partners. Bremner is currently meeting with all funded programs to discuss board feedback, questions and action items for the upcoming year. This information will inform the final budget recommendations and action items will be shared with board.

Any questions or concerns regarding the budget and program funding should be addressed to Bremner. Final numbers will be presented to the board prior to the June 18th Annual Meeting for approval.

By-Laws

A revised copy of the first page of the By-laws showing changes in Article 1 was distributed to Board members. A final vote to approve the revised By-laws will be made at the June 18 meeting.

Administrative Update

Due to time limitation Bremner said administrative update will be shared electronically.

Legislative Updates

Early Childhood Iowa budget is likely to be status quo but not final yet as the Governor has not yet signed the budget bill. Legislation to child care assistance that allows families to combine work and education did pass and is also awaiting the Governor's signature.

Old Business

No old business was presented.

New Business

Davis reminded everyone of the date change for the June meeting, which is the Annual Meeting. Davis reported a Board Self-Assessment will be emailed to all members in the coming weeks using Survey Monkey. Responses will be anonymous and will be requested from all members. She also stated the Executive Director annual review will be circulated to board members soon and will be discussed at the June meeting. This review time has been adjusted to coincide with the fiscal year.

Public Comment

None reported.

Adjourn

The meeting adjourned at 9:33 a.m. The next meeting will be held June 18th at 11:30 a.m. in UWCI Leadership Room.