

**POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING**  
**United Way of Central Iowa – Leadership Room**  
**Des Moines, Iowa**  
**January 23, 2013**

**Voting Members Present:** Dave Arens, Cindy Elsbernd, Claudia Hawkins, Ka'Meka Lowery, Natali Justiniano Pahl, Judy McCoy Davis, Becky Miles-Polka (via phone)

**Voting Members Absent:** Mary Gesiriech, Misty Hansen, Terry Harrman, Joyce Pingle, Dave Stout, Chaney Yeast

**Ex-Officio Members Present:** None

**Ex-Officio Members Absent:** Dave Discher, Donald Doudna, Brook Rosenberg

**Guests Present:** None

**Staff Present:** Barb Bremner, Linda Dahlman, Vanessa Sedrel

**Welcome & Introductions:**

Judy McCoy Davis welcomed everyone to the Polk County Early Childhood Iowa Board meeting at 8:02 a.m. Quorum was not met at this time. Introductions were made around the table.

**Monthly Financial Statements:**

Linda Dahlman, Controller, United Way of Central Iowa, presented the December 2012 financials. These statements present an accrual presentation of the financial transactions which took place during the first six months of fiscal year 2013. Linda reported that historically there is increased expenditure during the spring; she anticipates this will be the case this year as well.

**Early Childhood**

- Year to Date receipts totaled \$501,535.50 at December 31, 2012. This amount represents 50% of the annual funding. Annual funding for the early childhood area is \$1,003,071.
- At this point in the fiscal year the early childhood initiative has expended \$337,727.16 including carry forward dollars.
- These expenditures are approximately 33% of the fiscal year 2013 budgeted expenditures.

### **School Ready**

- Year to Date Receipts totaled \$1,326,449.00 at December 31, 2012. This amount represents 50% of the annual funding. Annual funding for the school ready area is \$2,652,898.
- During the first six months of this fiscal year the school ready initiative has expended \$999,718.63
- These expenditures are approximately 35% of the fiscal year 2013 budgeted expenditures.
- Carry forward dollars for the current fiscal year were \$209,250.46. Per the report, these dollars have been strategically budgeted in each of the school ready areas. These carry forward dollars will be expended later in the fiscal year.

Barb added that she has contacted the agencies who have not yet submitted billing for any payments: Blank Children's Hospital, YESS, North Polk, La Clinica, First Children's Finance and three of the child care centers receiving Quality Capacity Funds (Bidwell, Evelyn Davis and Wonder Years). Some agencies reported change in leadership or staffing resulted in delay of their PCECI billing. Submissions are expected in the upcoming months from all agencies.

The mid-year financial report due to the State was submitted and accepted on January 15. This was submitted via the State's new reporting site: [IowaGrants.gov](http://IowaGrants.gov).

### **Determination of Quorum:**

Quorum was reached at 8:12 a.m.

### **Approval of Monthly Financial Statements:**

A motion to approve the December 2012 financials was made by Dave Arens and seconded by Natali Justiniano Pahl. THE MOTION CARRIED UNANIMOUSLY.

### **Approval of December 2012 Minutes:**

A motion to approve the December 2012 minutes, with the addition of Brook Rosenberg to "Ex-Officio Members Absent" was made by Dave Arens and seconded by Cindy Elsbernd. THE MOTION CARRIED UNANIMOUSLY.

### **Board Membership – Resignations:**

Judy announced Kari Lebeda Townsend and Kittie Weston-Knauer have both resigned their positions on the PCECI Board due to commitment conflicts. A motion to approve these resignations was made by Cindy Elsbernd and seconded by Ka'Meka Lowery. THE MOTION CARRIED UNANIMOUSLY.

### **Board Membership – Nominations / Openings:**

A handout was provided outlining the current status of PCECI board membership. This reflected the two resignations from Kari and Kittie. It also confirmed terms ending in 2012 for Dave Arens, Mary Gesiriech, Ka'Meka Lowery and Dave Stout. Misty Hansen's second term ends June 30, 2013.

Dave Discher has been elected to serve on the ECI State Board. With his election to the State Board Dave is required to move to the non-voting, Ex-Officio Members list for PCECI.

The Board Nominating Committee met twice during January to begin the process of identifying new Board members. Nominations were put forth to elect the following new members:

- **Matt Knoll** – Wells Fargo Advisors, ISU grad, father of two young sons, resident of Ankeny
- **Tom Slater** – CEO of SPPG, former Iowa State Senator (1977-1984)
- **Shane Schulte** – Wells Fargo Mortgage; UWCI Education Leadership Initiative (ELI) member; active in Hubbell Elementary PTA, DM Citywide PTA and Iowa PTA; on Advisory Board of Backyard Boyz; father of one elementary-aged daughter
- **Terri Henkels** – Recently retired Public Health Director, Polk County Health Department

A motion to elect Matt Knoll, Tom Slater, Shane Schulte, and Terri Henkels to the PCECI board was made by Cindy Elsbernd and seconded by Claudia Hawkins. THE MOTION CARRIED UNANIMOUSLY.

With the addition of these four new members elected today there is still a need to add a minimum of two (2) more new members and up to a maximum of seven (7) new members at this time.

One additional new member will need to be nominated and elected by the end of Misty's term June 30, 2013. The PCECI Board Bylaws require 15-20 members.

The Board discussed the process for further nominations and the expectation that more members will be nominated and elected at upcoming meetings. Ka'Meka suggested that the periodically scheduled training for volunteers offered by UWCI ELI might be a good source for individuals interested in joining the PCECI Board.

The PCECI board will continue to seek nominations to maintain the 15 member minimum required by the state. Barb has begun to work on a board member application process to build a pool of interested candidates who can be called upon as openings on the Board occur. She plans to update this information on the PCECI website for easy access. The goal of establishing a process will be to build the current Board to full membership and then to establish a bank of interested individuals to filling ongoing openings.

#### **Board Calendar – Meeting schedule, required events:**

The projected meeting schedule for 2013 was provided to all Board members to allow all to save the dates and times on their calendars. Meetings are scheduled for the 4<sup>th</sup> Wednesday of each month, alternating meeting times from 8:00-9:30 a.m. and 11:30 a.m.-1:00 p.m.

### **Community Program Reapplication – Process and Timeline:**

Barb shared the program review assessment form and reapplication outline from last year. This is the same process that PCECI used last year to help determine funding options for FY13. Applications from agencies will be due in March and the review process will begin in early April.

Claudia Hawkins noted that program funding decisions require a formal process, and this process worked well last year. Discussion was held regarding the varying levels of grant writing experience and resources available to the agencies who apply for investment. It was acknowledged that relative resources available for each agency are and need to be considered during the Board review of applications, reapplications and presentations. Dave Ahrens mentioned that helping agencies access community resources to increase their expertise in submitting applications and making public presentations would be helpful for all.

Judy asked members if they would be interested in having a workshop in the spring focused on early childhood issues and ECI initiatives to build the knowledge of new and current Board members. Members present felt this was a good idea and look forward to it. Suggestions were made to include funded programs, especially VNS. Judy and Barb welcome Board input on information and topics to include and will work to schedule a time, allowing advance notice for all.

\* At 8:50 a.m. three Board members, Cindy, Claudia and Natali had to leave because of work commitments, resulting in the loss of a quorum.

### **Administrative Update:**

Barb shared she has been busy in the 15 days since joining PCECI meeting with board members, funded programs and state ECI staff. She highlighted a few priorities and events of the month of January.

- Focus on budget – working with UWCI, Barb submitted the required mid-year report to the state on January 15.
  - Talking and meeting with agencies that have not submitted any billing so far
- Funded Agencies – participated in first meetings with funded preschool directors and directors of the Quality Capacity funded child care centers.
- State ECI Board meeting – heard a presentation on the report and recommendations for Mental Health Redesign issued by the Children’s Workgroup.
- PCECI Website – Meeting with Flying Hippo to discuss existing site maintenance contract and plan for an orientation and training to build staff capacity and expertise for updating and maintaining PCECI website.
- Day on the Hill / Legislative Updates
  - UWCI Day on the Hill – Tuesday, January 29<sup>th</sup>
  - ECI Stakeholders Meeting – Tuesday, February 12<sup>th</sup>, 9:00 a.m. - noon
  - ECI Day on the Hill -- Tuesday, March 12<sup>th</sup> – There will not be a congress as in years past. This year Rob Grunewald, economist with the Federal Reserve Bank of Minneapolis, will speak. He co-authored "Early Childhood Development:

Economic Development with a High Public Return" (January 2003), and "The Dollars and Cents of Investing Early: Cost-Benefit Analysis in Early Care and Education." Zero to Three 26, no. 6 (July 2006): 10-17, both economic policy papers which have been featured in the media, legislative hearings, and seminars throughout the United States. More details will be provided as we learn more from the State ECI.

**Old Business:**

Legislative Meetings - Judy and Barb will proceed to set up legislative meetings with board members and their local legislators.

**New Business:**

Judy reported the 2012 ECI State Annual Report has been released. ECI has done a great job outlining work of ECIs throughout the state, and this report will be a versatile tool to use with legislators and for other advocacy efforts. A hard copy of the report was provided to ECI State Board members. The PDF of the document will be available on the State ECI website soon. Details of how to access the report will be sent to Board members once the report is available online; State ECI projects that this will be next week.

**Public Comment:**

None reported.

**Adjourn:**

The meeting adjourned at 9:10 a.m. The next meeting will be on Wednesday, February 27<sup>th</sup> at 11:30 a.m.

JMD:vs (1/25/13)