

POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Room 200
Des Moines, Iowa
August 29, 2012

Voting Members Present: Dave Arens, Dave Discher, Misty Hansen, Claudia Hawkins, Ka'Meka Lowery, Natali Justiniano Pahl, David Stout, Kari Lebeda Townsend

Voting Members Absent: Cindy Elsbernd, Mary Gesiriech, Terry Harrmann, Becky Miles-Polka, Joyce Pingel, Kittie Weston-Knauer, Chaney Yeast

Ex-Officio Members Present: Judy McCoy Davis

Ex-Officio Members Absent: Donald Doudna

Guests Present:

Staff Present: Kate Bennett, Linda Dahlman, Vanessa Sedrel

Dave Arens welcomed everyone to the Polk County Early Childhood Iowa Board meeting at 8:07a.m. Quorum was not met at this time.

Monthly Financial Statements:

Linda Dahlman reported the July 2012 financial statements to the board.

United Way is currently underway with their annual audit. The PCECI portion of the audit has been completed and seemed to run smoothly. A full copy of the audit report is anticipated to come in October and will be available to the board at that time.

Early Childhood

- The allocated budget for FY13 is \$1,003,071. With carry forward from FY12, the Total Budget for Early Childhood FY13 is \$1,009,138.15.
- July expenses are all Administrative expenses. The amount spent in July was \$2867.63. Being the beginning of the fiscal year, and the beginning of the school year, there has not been a lot of activity.
- The carry forward amount of \$6067.15 from FY12 for TEACH has been spent in August.

School Ready

- The allocated budget for FY13 is \$2,652,898. With carry forward from FY12, the Total Budget for School Ready FY13 is \$2,862,148.46.
- Again, the July expenses are all Administrative expenses. This amount was \$9,474.19.

Ka'Meka addressed her concern for the billing lag that occurred in previous years. Linda noted that all billings for FY12 were received by July 15 and is a great improvement from years past. Linda and Kate assured they are working with the programs to work towards the same push of having billings received in a timely fashion.

As stated on the expenditure report, as well as the annual report, Early Childhood is carrying over 1% and School Ready 8% from FY12. Amounts are subject to 20%.

Approval of 2012 Annual Report

Kate Bennett shared three documents with the board.

ECI Local Area Annual Report – Information in this packet includes the basic contact information for the current board chairperson, the current fiscal agent, and the local contact person. This packet also includes the local board composition and attendance records. The final pages of this report include a narrative of the local ECI progress toward and achievement of desired results that are identified in the Community Plan. Kate mentioned primarily new programs that PCECI has enriched through the past fiscal year. Such programs include SUCCESS, GOLD assessment training, Expanded Food and Nutrition Education Program, The Healthy Homes Program, and the Urban Core Initiative. The report this year is different from previous years due to the state's desire to streamline the paperwork of the annual report.

PCECI Executive Flyer – This handout is the tool used to help educate congress on rising concerns in early childhood, both inside and outside of the home. This tool offers statistics of programs PCECI help fund and the outcome or the difference the support has made in the community.

ECI Direct Service Performance Measures – Kate talked in extent regarding the performance measures of each program funded by PCECI. This tracking system is provided by the state. Kate enters information into the appropriate cells by using the Results Scorecard Data that is processed by UWCI. This database is formulated to calculate the outcome measures.

Dave Dishcher arrived at 8:20am. Claudia Hawkins arrived at 8:30am. Quorum was met at this time.

A motion to approve the Annual Report was made by Claudia Hawkins and seconded by Kari Lebeda Townsend. THE MOTION CARRIED UNANIMOUSLY.

Welcome New Staff

Vanessa Sedrel was welcomed to the group by Dave Arens. Dave apologized for the delay of the late introduction. Kate spoke about Vanessa's qualifications and job duties. Vanessa then briefly introduced herself.

Approval of June 2012 Minutes:

A motion to approve the minutes was made by Dave Stout and seconded by Ka'Meka Lowery. THE MOTION CARRIED UNANIMOUSLY.

Approval of Monthly Financial Statements (July)

A motion to approve the minutes was made by Claudia Hawkins and seconded Natali Justiniano Pahl. THE MOTION CARRIED UNANIMOUSLY.

Administrative Update:

Kate informed the group of Dave Discher has recently begun to serve on the state ECI board. Dave reported there has been concern regarding the amount of money allotted to specific counties. There is a split of interest between rural and urban communities.

Kate announced that the state of Iowa has passed a mandatory kindergarten assessment law. She was asked to serve on the board. They met on August 17th and realized discussion revolved around assessments done at the preschool level. After further research, and discussion with Susie Guest and Sarah Ramsey, it was noted that there was a drafting error in the bill. The state agreed there was a drafting error. The committee will now discuss preschool and kindergarten assessments for the upcoming meetings.

PCECI Director Performance Assessment Process:

Dave thanks Kate for all of her hard work and announced it is time to assess her performance as Director for PCECI. An electronic rating system will be sent out in the upcoming weeks. Dave asked members to take a few minutes to honestly complete and encouraged the more feedback, the better Kate can perform.

PCECI Board Terms and Officers:

Dave announced his time is coming to an end as serving as Chair for the PCECI board. Judy McCoy Davis has agreed to be elected for Board Chair. Dave welcomed other volunteers and reminded the board that this is an election. He also asked members of the board to think of new volunteers to help fill spots that will be vacant. Election and discussion will be held at the September meeting.

New Business:

None reported

Old Business:

None reported

Public Comment:

None reported

Adjourn:

The meeting adjourned at 9:25am

DA:vs (8/29/12)