



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
March 22, 2017

Voting Members Present: Matt Knoll, Natali Justiniano Pahl, Joyce Pingel, Shane Schulte, Craig Sieverding, Georgia Sheriff, JoEllen Spriggs-Dixon; Josh Mandelbaum and Judy McCoy Davis participated via teleconference; Cindy Elsbernd arrived at 8:09 a.m.

Voting Members Absent: Sam Carrell, Marvin DeJear, Nick Dial, Jem Gong-Browne, Claudia Hawkins, Bryan Huggins, Mee Yang-Lee

Ex-Officio Members Present: Dave Arens, Brook Rosenberg

Ex-Officio Members Absent: Terry Harrmann

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Leslie Stonehocker, Child Care Consultant Coordinator, Child Care Resource & Referral; Barb Merrill, Executive Director, Iowa Association for the Education of Young Children

Welcome and Introductions

Board Chair Matt Knoll welcomed board members to the Polk County Early Childhood Iowa Board meeting at 8:07 a.m. Quorum was met at this time.

Approval February Minutes

The February 22, 2017 minutes were presented to the board. There were no comments or corrections.

A motion to approve the minutes was made by JoEllen Spriggs-Dixon and seconded by Natali Justiniano Pahl. THE MINUTES APPROVED UNANIMOUSLY.

Cindy Elsbernd arrived at 8:09 a.m.

Monthly Financial Statements

Barb Bremner presented the financial statements through the end of February. These statements are a cash presentation of financial transactions which took place through February of fiscal year 2017.

School Ready

- FY17 Polk County ECI School Ready funding is \$2,731,452.00.
- Carry Forward funds total \$84,345.64. These will be expended before FY17 funds.

- Year to date receipts as of end of February total \$2,048,589. (1st, 2nd, and 3rd quarter payments received.)
- Additional receipts of \$7,692.65 interest.
- At the end of February, School Ready funds of \$1,265,964.21 had been expended.
- Spending is approximately 45% of total School Ready funds. Last year at end of February 2016 43% of funds had been expended.

North Polk School District has submitted an invoice for August-February \$11,869.54 or 72% or their contracted amount. This will appear on March report. Bondurant Farrar School District has been contacted regarding the \$7,000 contract and will be submitting invoices this month

Early Childhood

- FY17 Polk County ECI Early Childhood funding is \$1,202,320.00.
- Carry Forward funds total \$215,459.24. These have been budgeted into contract lines within the budget and will be expended before FY17 funds.
- Year to date receipts as of end of February total \$901,740. (1st, 2nd, 3rd quarter payments received).
- Additional receipts of \$4,630.54 interest.
- At the end of February Early Childhood funds of \$581,984.94 had been expended.
- Spending is approximately 41% of total Early Childhood funds. Last year at end of February 2016 39% of funds had been expended.

Iowa AEYC Resource team has worked with Grandview Child Care Center and an invoice for \$1,000 has been received and will appear on the March report. They are also working with Wonder Years to purchase instructional materials with the \$1,000 contract.

A motion to approve the February 2017 financials was made by Shane Schulte and seconded by Joyce Pingel. THE MOTION CARRIED UNANIMOUSLY.

Appointment of Governance Committee (Policy 2.4)

Knoll asked for at least four members to serve on the annually formed Governance Committee in order to identify new board members for nomination at June's annual meeting. Members Joyce Pingel, Natali Justiniano Pahl, and Claudia Hawkins will complete their second terms June 30th. There are two additional spots opened by the previous resignations this year of Tom Slater and Kimberly Peterson. The committee will identify possible new members in order to fill the five vacancies. The committee will also identify the next board chair and vice chair. Bremner will meet with individuals interested in learning about the board, and the committee will present nominations at the June meeting. Natali Justiniano Pahl, Josh Mandelbaum, Shane Schulte and JoEllen Spriggs-Dixon volunteered to serve on the committee which will be led by Knoll. Bremner will send out a Doodle Poll to schedule an initial meeting for the committee in the next week. Members identified outlying school districts, individuals with marketing backgrounds as potential candidate pools. Sieverding requested after the committee meets to set recruitment guidelines Bremner email all members with the outline of need so all board members can be involved in the recruitment of the five new members.

Fiscal 2017 School Ready Contract Amendments

February 27th all ECI areas were informed that the de-appropriation to the school ready grant would be 3.75%, and there would be no de-appropriation of the early childhood grant. At the February 22nd meeting members had discussed expending non-contracted funds first to reduce the necessary program cuts this fiscal year. Utilizing the reduction of 3.75% and all non-contracted funds first, left programs only receiving a .55% reduction. However, this resulted in a minimal \$990.83 in anticipated school ready carry-forward funds for FY18. Bremner and Knoll had met to review the new draft budget of .55% and decided to run other scenarios resulting in a slightly higher carry forward amounts. Members reviewed school ready budget scenarios outlining .55%, 1%, 2%, 3%, and 3.75% contract reductions and the resulting carry forward amounts for each. Each scenario included cancelling the contract of \$1,500 with Woodward Granger School District who has reported they will not have a need for the funds and utilizing all but \$990.83 of non-contracted funds. A 1.0% reduction of each school ready contract results in \$11,775.88 carry forward into FY18 if all contracts fully expend amended amount.

Judy McCoy Davis stated although it is not the board's purpose to maintain a high carry forward dollar amount, it does seem operationally reasonable to maintain a small carry forward amount for unexpected needs and costs.

A motion was made by McCoy Davis to amend all school ready funded contracts by a 1% funding reduction dollar amount and seconded by Georgia Sheriff. *THE MOTION CARRIED UNANIMOUSLY.*

Bremner will send to each program a letter of explanation highlighting the board's priority to minimize the impact of de-appropriations on programs and a contract amendment to each program receiving school ready funds. Sieverding offered to provide a legal review of the letter and contract amendment document.

Fiscal Agent Agreement (Policy 4.3)

Knoll reported the board must annually discuss the fiscal agent agreement. United Way of Central Iowa has been the only fiscal agent for the board. The cost for the extensive support is 1% of the annual funding. The state provides a fiscal agent agreement form. Bremner reported along with the template provided by the State the agreement will again include a supplement to the agreement which outlines operational expenses paid by the board to the fiscal agent. In general discussion there were no questions and the current arrangements seemed appropriate to continue. Members were asked to forward any questions to Bremner.

Josh Mandelbaum & Judy McCoy Davis departed at 8:31 a.m.

Committee Work/Program Review

Members broke out into the Early Childhood/Child Care and School Ready/Preschool Committee workgroup to continue reviewing current funding priorities and discuss potential program review changes.

Old Business

None.

New Business

None

Public Comment

None reported.

Adjourn

A motion to adjourn the meeting was made by Shane Schulte and seconded by Joyce Pingel. THE MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 9:28 a.m.