



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
Zoom Meeting Only
April 29, 2020

Meeting conducted electronically pursuant to Iowa Code section 21.8. The current circumstances surrounding the COVID-19 pandemic, the Governor's proclamation directing that no more than 10 individuals may meet in a public gathering, and CDC guidelines regarding social distancing dictate that conducting this meeting in person is impossible or impracticable.

Voting Members Present: Craig Sieverding, Rob Barron, Deanna Bennigsdorf, Sandy Carter, Bryan Huggins, Matt Knoll, Jeanie McCarville Kerber, Eva Morales, Georgia Sheriff, Emily Westergaard, Mee Yang-Lee; Jana Shepherd participated via teleconference; Charles Mercer joined at 11:38 a.m.; Marvin DeJear joined at 12:15 p.m.

Voting Members Absent: Ahmed Agyeman, Nick Dial, Jem Gong-Browne, Josh Mandelbaum, Marianka Pille,

Ex-Officio Members Present: Dave Arens

Ex-Officio Members Absent: Terry Harrmann, Barb Merrill, Brook Rosenberg

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Erin Casey, Child Care Consultant, Child Care Resource & Referral; Amy Kolln, Early Childhood Coordinator, Ankeny Public Schools; Heidi LaBounty, ECQuIP Project Manager, IAEYC; Jeannette Luthringer, Community Health Director, Child Care Nurse Consultant, EveryStep; Joy Palmer, Early Learning Academy Director, Johnston Schools; Lora Patton, Regional Director, Child Care Resource & Referral; Kristin Rourk, Early Childhood Special Education and Preschool Program Administrator, West Des Moines School District; Kay Strahorn, Director, Bidwell-Riverside Child Development Center; Stacey Walter, ECQuIP Project Manager, IAEYC; Cindy Winn, Healthy Start Director, EveryStep; Courtney Wolterman, Smile Squad, Dental Connections

Welcome

Board Chair Craig Sieverding called the Polk County Early Childhood Iowa Board meeting to order at 11:33 a.m. Quorum was met at this time.

Approval March Minutes

Minutes of the March 25, 2020 meeting were presented. There were no comments or corrections.

A motion to approve the March 2020 minutes was made by Emily Westergaard and seconded by Jeanie McCarville Kerber. THE MOTION CARRIED UNANIMOUSLY.

FY20 Financial Statements

Bremner presented financial statements for March 2020. Statements are a cash presentation of financial transactions which took place through March 31st of fiscal year 2020.

School Ready

- FY20 Polk County ECI School Ready funding is \$2,818,639.00.
- Carry Forward funds total \$80,629.94.
- Total School Ready funds in FY20 budget are \$2,899,268.94.
- Interest accrued through March 2020 \$10,588.28.
- At end of March 2020 School Ready funds of \$1,476,376.36 had been expended.
- Expenditures are 51% of FY20 School Ready funds. In previous fiscal year at end of March 62% of funds had been expended.

Charles Mercer joined at 11:38 a.m.

Early Childhood

- FY20 Polk County ECI Early Childhood funding is \$954,796.00.
- Carry Forward funds total \$139,252.23.
- Total Early Childhood funds in FY20 budget are \$1,094,048.23.
- Interest accrued through March \$5,231.63.
- At end of March 2020 Early Childhood funds of \$661,089.28 had been expended.
- Expenditures are 60% of FY20 Early Childhood funds. In FY19 63% of funds had been expended.

A motion to approve the March 2020 financial report for both grants was made by Emily Westergaard and seconded by Deanna Bennigsdorf. THE MOTION CARRIED UNANIMOUSLY.

FY21 Budget and Contracts

Members were presented with a FY20 to FY21 Budget Comparison. These are draft numbers Bremner based on guidance from Shanell Wagler, State ECI. Wagler has relayed to area ECI directors to anticipate July and August payments based on status quo with a final FY21 budget by September. Wagler recommends a 10% reduction in FY21 program contracts issued in July with amendments made after final numbers are received. Bremner suggested board could issue contracts on July 1, 2020 with a greater than 10% reduction and then amend contracts in September when final allocation amounts are known.

Last week the Governor adjusted the allowable Carry Forward funds for FY21 up to 35% of FY20. Carry Forward funds will be applied to contracts to offset lost funds.

McCarville Kerber recommended taking time during the investment process to evaluate low-performing programs. Members will also need to consider if there are programs we are currently funding that will no longer be viable after the health crisis.

Committees will review programs and submit funding recommendations at the May meeting. Polk County ECI will receive their status quo funding contracts from the state for FY21 and will be expected to submit our budget in July. After FY21 final fund amounts are known in September, the board will amend program contracts and submit a revised budget to the state.

Program Review

Bremner reported programs have submitted their data, written narrative, and budget information. This information, along with the scoring rubric, has been uploaded to Google Drive for committee members to review. Bremner asked the committees to review their assigned programs in the next two weeks and have the scoring rubrics returned by May 13th.

Appoint Governance Committee –recruit members (Policy 2.4)

Sieverding reported the Governance Committee is responsible for recruiting new members for board approval at the June meeting. Members Craig Sieverding, Georgia Sheriff, Marvin DeJear and Josh Mandelbaum will be rolling of the board June 30, 2020. With these terms ending, along with one current open spot, the committee will seek to fill openings for four men and one women to raise membership to the maximum of 20.

Emily Westergaard and Rob Barron volunteered to sit on the Governance Committee.

A motion to approve the Governance Committee members was made by Georgia Sheriff and seconded by Deanna Bennigsdorf. THE MOTION CARRIED UNANIMOUSLY.

Appoint Executive Director Compensation Committee (Policy 3.6)

Sieverding asked for volunteers to sit on the Executive Director Compensation Committee. This committee will review the results of the Executive Director survey and provide Bremner's compensation recommendations to the board.

Craig Sieverding, Georgia Sheriff, and Emily Westergaard volunteered to serve on the committee.

A motion to approve the Executive Director Compensation Committee members was made by Deanna Bennigsdorf and seconded by Jeanie McCarville Kerber. THE MOTION CARRIED UNANIMOUSLY.

Child Care and Covid-19/Program Updates

Program staff participating in today's meeting provided updates regarding how their work is progressing during this crisis:

- Lora Patton reported Child Care Resource & Referral consultants continue to be busy conducting outreach and doing "porch drops" of health and safety supplies to in-home providers and centers. She reported there have been centers reporting positive cases. CCR&R is working with IDPH on protocols for centers with positive cases. She reported the contract funds for Comprehensive Training has been expended. She is anticipates expending all of the incentive dollars this fiscal year.
- Erin Casey, Child Care Consultant with Child Care Resource & Referral, reported many home bases programs continue to operate at lower numbers to serve those essential worker families.
- Sieverding questioned the board's best action when determining FY21 funding cuts for programs. Patton stated staffing is always their number one priority. She stated funding for incentive programs only come from the board, some training funding could be pulled from other partners.

Marvin DeJear arrived at 12:15 p.m.

- Cindy Winn, EveryStep, reported case managers continue to meet with clients virtually via teleconference. They have had a handful of crisis cases, connecting COVID positive individuals with nurses for treatment. They have also seen an increase in partner violence and child abuse due to stress. They continue to work with these individuals to connect them with resources. They continue to deliver equipment from Stork's Nest to individuals weekly.
- Kay Strahorn, Bidwell Child Development Center, reported her center currently has a daily enrollment of 11 – 15, significantly down from the normal 62. The center is not charging private pay families who are not attending or child care assistance co-pays through the end of May. DHS continues to allow unlimited absences for subsidized children still enrolled at the center. The center does have two staff members on unemployment because of family circumstances requiring them to be home. The center is taking temperatures of children and staff, keeping supplies stocked, and keeping up-to-date on health and safety protocols. Staff are experiencing high levels of anxiety regarding their health.
- Stacey Walter, IAEYC, reported she is training new ECQuIP Project Manager Heidi LaBounty remotely. They have met with directors via Zoom. All Star Day Care has a staff member who has been hospitalized with Covid-19. 100 Acre Woods in De Soto (Dallas County) is waiting test results on a staff member. Positive cases raise concerns around properly cleaning/sanitizing the centers and the disruption it causes for the children and their families while a center is closed for cleaning. The ECQuIP team is supporting directors and staff remotely.
- Sheriff asked how these centers are being cleaned. Are they able to utilize cleaning companies like larger office complexes? She has a contact for a sanitizing company she will share with Bremner. Walter stated center staff are responsible for cleaning of the facility.
- Patton reported CCR&R does not have the funds to support a center hiring a cleaning company once a positive case is reported. They do not have the details of the CARES Act to see if this would help pay for these types of services.
- Sieverding encouraged programs to share with the board emerging needs as result of Covid-19.
- McCarville Kerber suggested looking into costs of the cleaning equipment. Would it be beneficial for some centers to own the equipment versus hiring a cleaning company?
- Sheriff suggested looking into shared resources for this type of equipment moving forward.
- Jeannette Luthringer, Community Health Director with Child Care Nurse Consultant EveryStep, reported the nurses have been working with DHS to interpret and share medical information and make recommendations to centers. Nurses continue to provide technical assistance to centers. Sanitizing an infected center is labor intensive and hard on the staff. The possibility of shared sanitizing equipment would be cost effective.

Administrative Report

No Administrative Report was filed.

Old Business

None.

New Business

None.

Public Comment

None reported.

Adjourn

Sieverding reported the May meeting will be busy with investment recommendations. The annual meeting in June will wrap up FY20. He thanked board members and the community partners for participating in today's Zoom meeting.

A motion to adjourn the meeting was made by Jeanie McCarville Kerber and seconded by Eva Morales. The meeting adjourned at 9:24 a.m.