



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING

Zoom Meeting Only

June 23, 2021

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: Emily Westergaard, Ahmed Agyeman, Rob Barron, Deanna Bennigsdorf, Tabitha Choquette, Bryan Huggins, Matt Knoll, Matthew Klemme, Marianka Pille, Jana Shepherd, Eric Tubbs; Dave Arens and Mee Yang Lee joined at 11:35 a.m.; Sandy Carter and Jem Gong-Browne joined at 11:41 a.m.

Voting Members Absent: Nick Dial, Charles Mercer, Adam Montufar, Eva Morales, Jeanie McCarville Kerber

Ex-Officio Members Present: Aaron Johnson

Ex-Officio Members Absent: Terry Harrmann, Barb Merrill

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Lora Patton, Regional Director, Child Care Resource & Referral; Cindy Winn, Healthy Start Director, EveryStep

Welcome

Board Chair Emily Westergaard called the Polk County Early Childhood Iowa Board meeting to order at 11:32 a.m. Quorum was met at this time.

Westergaard thanked Matt Knoll, Mee Yang Lee and Jeanie McCarville Kerber for their time and commitment to the Polk County ECI board. Yang Lee and McCarville Kerber have resigned as of June 30th due to new work roles for each. Yang Lee joined the board in July of 2016 and McCarville Kerber joined in 2018. Knoll joined to serve a partial term before beginning his first term and has been a member of the Polk County ECI board for eight and a half years, serving as Board Chair in the past.

Dave Arens and Mee Yang Lee joined the meeting at 11:35 a.m.

Bremner thanked Knoll, Yang Lee and McCarville Kerber for their service and commitment to the board.

Approval May Minutes

Minutes of the May 26, 2021 meeting were presented. There were no comments or corrections.

A motion to approve the May 2021 minutes was made by Dave Arens and seconded by Tabitha Choquette. THE MOTION CARRIED UNANIMOUSLY.

Financial Statements May 2021

Barb Bremner presented the financial statements for May 2021. These statements are a cash presentation of financial transactions which took place through May of fiscal year 2021.

School Ready

- FY21 Polk County ECI School Ready funding is \$2,787,342
- Carry Forward funds total \$296,753.93
- Total School Ready funds in FY21 budget are \$3,084,095.93
- Interest accrued through May 2021 totals \$10,642.35
- Expended School Ready funds end of May 2021 total \$2,020,075
- Expenditures are 65.5% of FY21 School Ready budget. At end of May 2020 74% of FY20 budget had been expended

Sandy Carter and Jem Gong-Browne joined at 11:41a.m.

Early Childhood

- FY21 Polk County ECI Early Childhood funding is \$928,174
- Carry Forward funds total \$123,624.28
- Total Early Childhood funds in FY21 budget are \$1,051,798.28
- Interest accrued through May 2021 totals \$4,433.52
- Expended Early Childhood funds end of May 2021 total \$801,148.45
- Expenditures are 76% of FY21 Early Childhood budget. At end of May 2020 74% of FY20 budget had been expended

A motion to approve the May 2021 financials was made by Matt Knoll and seconded by Marianka Pille. THE MOTION CARRIED UNANIMOUSLY.

FY22 School Ready and Early Childhood Budgets (Policy 4.1)

The draft FY22 School Ready and Early Childhood budgets were presented to the board. Bremner reported School Ready funding received a 2.4% increase statewide due in part to the work of the Association throughout the legislative session. The budget takes into account the increase in allowable administrative expenses from 3% to 5%. Due to the increase in funding, the budget is able to meet partner requested funding amounts. The budget includes \$200,000 for a fall RFP targeting programs preparing children for success in school and \$106,117.08 in non-contracted contingency funding.

Westergaard reported the budget does allow for fully funding Des Moines Public Library's request of \$30,000. Bremner met with staff, shared board concerns and communicated the nature of the funds is not annually guaranteed.

Bremner reported the Capacity Building Thank You Retention Bonus funding allocations were based on FY21 utilization. Due to DHS funding (federal funds), IAIEYC is not be requesting funding for WAGE\$. This budget allows for \$75,000 to be allocated for a fall RFP targeting increasing quality child care and increasing access to quality child care. Early Childhood has a lower

allocation for future proposals due to the number of federal funding options currently available. The budget allocates \$58,667.50 for contingency funding.

A motion to approve the FY22 funding recommendations was made by Dave Arens and seconded by Deanna Bennigsdorf. THE MOTION CARRIED UNANIMOUSLY. Members with a conflict of interest abstained via chat: Rob Barron Des Moines Public Schools

Fiscal Agent Agreement (Policy 4.3)

Members received the SFY22 Fiscal Agent Agreement and Supplement to “Polk County Early Childhood Iowa Fiscal Agent Agreement for Fiscal Year 2022.” The documents detail the responsibilities of United Way of Central Iowa as board fiscal agent. The documents are reviewed annually.

A motion to approve United Way of Central Iowa as fiscal agent and the SFY22 Fiscal Agent Agreement and Supplement was made by Dave Arens and seconded by Marianka Pille. THE MOTION APPROVED UNANIMOUSLY.

Conflict of Interest Form (Policy 2.9)

Members received the Board Member Conflict of Interest & Annual Disclosure FY22 form. Westergaard asked members to complete the form and email to Bremner or Kanne.

Committee Status (Policy 2.13)

Westergaard reported the committees dissolve at the end of each fiscal year. The Executive Director Compensation Committee will remain intact this year. She is currently doing some research into Executive Director compensation packages. She will present her findings to the committee in early August and present to the full board at the August meeting. Committees will be re-formed at the August meeting.

Schedule for FY22 Board Meetings

Members received FY22 Board Meetings schedule. The next scheduled board meeting is August 25, 2021. Bremner will send out calendar invitations for FY22 board meetings. Meetings will be scheduled in-person at United Way of Central Iowa’s Leadership Room. Bremner is waiting to hear about remote/virtual opportunities for future meetings. There has been good attendance with virtual meetings and are hoping to be able to continue that option.

Administrative Report

- Bremner reported she will upload the budget to the state for approval. Contracts will be issued to our partners after the state budget approval.
- Reporting outcomes from our partners for FY21 are due the end of June. Bremner will report that data out to the board in August.
- Bremner and members thanked Westergaard for her leadership and support this year.

Old Business

None

New Business

None

Public Comment

Lora Patton, Child Care Resource & Referral shared the Governor's office sent out a press release today announcing additional support for child care providers. Providers accepting children on child care assistance will see an increased reimbursement rate as of July 1, 2021. The application process for the Investing in Iowa's Child Care grant program (federal CRRSA funds distributed to DHS) opened May 3rd, to date CCR&R Region 4 has received 139 applications totaling \$13.9 million in requests. CCR&R has \$5 million in funding to distribute in Region 4. Their staff is working through the applications. CCR&R has received \$40,000 for the City of Des Moines grant. They are working to get the funds distributed to Des Moines child care centers.

Westergaard thanked members for their hard work this year.

Adjourn

Westergaard adjourned the meeting adjourned at 12:10 p.m.