

**POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING**  
**United Way of Central Iowa – Leadership Room**  
**Des Moines, Iowa**  
**September 23, 2015**

**Voting Members Present:** Matt Knoll, Jem Gong-Browne, Sam Carrell, Cindy Elsbernd, Claudia Hawkins, Rocio Hermosillo, Bryan Huggins, Joyce Pingel, Georgia Sheriff, Craig Sieverding, Tom Slater, JoEllen Spriggs-Dixon; Judy McCoy Davis arrived at 11:44 a.m., Shane Schulte arrived at 11:47 a.m.

**Voting Members Absent:** Mike Bandstra, Marvin DeJear, Nick Dial, Kevin McCarthy, Natali Justiniano Pahl, Kimberly Peterson

**Ex-Officio Members Present:** Dave Arens

**Ex-Officio Members Absent:** Terry Harrmann, Brook Rosenberg

**Staff Present:** Barb Bremner, Jody Kanne

**Guests Present:** Barb Merrill, Executive Director, Iowa Association for the Education of Young Children; Dara Madigan, WAGE\$ Coordinator, Iowa Association for the Education of Young Children; Karen Bougher, Compliance and Project Manager, Youth Emergency Services and Shelter

**Welcome and Introductions**

Board Chair Matt Knoll welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 11:37 a.m. Guest introductions were made. Quorum was met at this time.

**Approval August 26, 2015 Minutes**

The August 26, 2015 minutes were presented to the board. There were no comments or corrections.

*A motion to approve the minutes was made by Joyce Pingel and seconded by Rocio Hermosillo.  
THE MOTION CARRIED UNANIMOUSLY.*

**Monthly Financial Statements**

Barb Bremner presented the July and August financial statements. These statements are a cash presentation of financial transactions which took place through August of fiscal year 2016. Bremner noted all administrative expenditures (August payroll and July and August fiscal agent fees) to date are not reflected in these reports. Implementing a new accounting system has delayed some of the fiscal agent processes. Bremner anticipates these expenditures will be fully reflected in next month's expenditure reports.

**School Ready**

- FY16 Polk County ECI School Ready funding is \$2,695,183.00.
- Year to date receipts as of end of August total \$673,795.75 (1<sup>st</sup> quarterly payment received).
- Additional receipts of \$203.46 interest.
- At the end of August School Ready funds of \$14,798.11 had been expended.
- Spending is approximately 1% of total School Ready funds.
- Carry Forward funds total \$187,155.86. These have been budgeted into contracts and will be expended before FY16 funds.

- At the end of August \$4,704.38 or 2.5% of Carry Forward funds had been expended.

#### Early Childhood

- FY16 Polk County ECI Early Childhood funding is \$1,123,171.00.
- Year to date receipts as of end of August total \$280,792.75 (1<sup>st</sup> quarterly payment received).
- Additional receipts of \$207.56 interest.
- At the end of August Early Childhood funds of \$41,948.23 had been expended.
- Spending is approximately 3% of total Early Childhood funds.
- Carry Forward funds total \$190,927.39. These have been into contract lines within the budget and will be expended before FY16 funds.
- At the end of August \$24,684.45 or 13% of Carry Forward funds had been expended.

*A motion to approve the July and August 2015 financials was made by Georgia Sheriff and seconded by Sam Carrell. THE MOTION CARRIED UNANIMOUSLY.*

#### **Contract Monitoring Schedule**

Bremner presented a proposed schedule to the board for the monitoring of 13 of our 39 contracts for the upcoming fiscal year. The schedule includes both newly funded programs: Bright Futures Pilot with Blank Hospital and Parent Navigator with EMBARC. Bremner reported she has met monthly with Kathy Leggett with Blank Hospital. Blank Hospital will update the board at the October meeting. EMBARC will present at the November meeting. Bremner also noted contract monitoring site visits would begin in October so the information may be included during the board's review of program outcomes in the spring. After approval the schedule will be sent to DOM TA staff prior to the September 30<sup>th</sup> deadline.

*A motion to approve the Contract Monitoring Schedule was made by Claudia Hawkins and seconded by Craig Sieverding. THE MOTION CARRIED UNANIMOUSLY.*

#### **Iowa Association for the Education of Young Children – WAGE\$**

Barb Merrill presented a request for additional funding for WAGE\$. WAGE\$ is a salary supplement program for child care providers that began two years ago with a three-year grant from the Kellogg Foundation. Polk County ECI funding requires participants earn at or below the income cap of \$18.00 per hour and work in a level 4 or 5 QRS rated center serving low income children through acceptance of Child Care Assistance. Merrill stated the average wage for participants is \$11.00 per hour. Supplements are paid to eligible participants every 6 months while they continue their education and continue to work in the quality setting. Merrill described increasing applications for the stipend. Currently there is a waiting of 15 eligible participants in Polk County. Grant Members raised questions regarding the program's sustainability given there is only one year remaining of the Kellogg Foundation grant. Merrill reported they are working with legislators to have funding added into the budget. They have also met with Iowa Workforce Development to discuss funding that could blend in to support these workforce development stipends.

Dara Madigan presented a demographic profile of participants supported through Polk County ECI funding of WAGE\$. Iowa AEYC also collects data on center retention of participants, providers seeking additional education and their increased earnings as well as stories on how the stipends are used. For many participants the stipends are used for monthly expenses for necessities. Madigan stated more than half the participants are single parents.

Merrill stated any additional funding from Polk County ECI would help move participants off the waiting list and allow them to receive funding. These participants have been approved and are just awaiting funding. Of the additional \$45,000 requested, \$43,000 would fund stipends and the remainder would be used for administrative expenses.

Bremner stated the funding request would be on the October agenda for a vote. Members were asked to review the information received and let her know if they had questions prior to this meeting. Craig Sieverding requested Iowa AEYC's information from the spring review be forwarded to members before the October vote.

### **ECI State Board - Update**

Judy McCoy Davis attended the September State ECI Board meeting with Bremner in Council Bluffs. McCoy Davis reported the contributing factors for the board's appeal were presented as was information relating to Iowa's open meetings and open records laws. A decision by the board on Polk County ECI's appeal of the recommendation was tabled until the next meeting in November.

Bremner addressed the other topics of the meeting which included the work of a group which includes a few state board members and also a few ECI Area Directors. This group met over the summer to suggest revisions to the language of Iowa Code Chapter 256i. Bremner reported work is also continuing on a revision of the ECI Strategic Plan which will be on the State ECI Board meeting in January.

### **Administrative Report**

Members were presented with Bremner's September 23, 2015 Administrative Report.

Bremner reported September 23<sup>rd</sup> Kevin McCarthy submitted his resignation from the board. McCarthy's resignation does not affect compliance with the required gender balance or representation of the required interest groups, therefore his position is not required to be filled until the end of the fiscal year. Shane Schulte reported he has spoken with an individual who may be interested in joining the board. Bremner encouraged Schulte to have the individual contact her for more information.

### **Old Business**

Knoll reported board members met Thursday, September 17<sup>th</sup> for an after-hours social event. Bremner and Knoll will work with members to schedule another social event in the spring.

### **New Business**

Members were presented with the 2015-2016 *Getting Ready for Kindergarten* calendars for review. The calendars are co-funded with United Way of Central Iowa and are distributed in English and Spanish to funded partners for distribution to the families they work with. The calendars are always well received by both funded partners and the families they serve. Georgia Sheriff expressed concern at the reading level of the content for parents and volunteered to help review the calendar content for next year's printing.

### **Public Comment**

None reported.

### **Adjourn**

*A motion to adjourn the meeting was made by Claudia Hawkins and seconded by Judy McCoy Davis. THE MOTION CARRIED UNANIMOUSLY.*

The meeting adjourned at 12:43 p.m.

The next meeting of the board will be October 28<sup>th</sup> from 8:00 – 9:30 a.m.