

POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
April 22, 2015

Voting Members Present: Judy McCoy Davis, Jem Gong-Browne, Sam Carrell, Claudia Hawkins, Rocio Hermsillo, Bryan Huggins, Natali Justiniano Pahl, Matt Knoll, Joyce Pingel, Shane Schulte, Craig Sieverding, Tom Slater, JoEllen Spriggs-Dixon; Cindy Elsbernd arrived at 8:05 a.m., Georgia Sheriff arrived at 8:07 a.m., Marvin DeJear arrived at 8:45 a.m.

Voting Members Absent: Mike Bandstra, Kevin McCarthy, Kimberly Peterson

Ex-Officio Members Present: None

Ex-Officio Members Absent: Dave Arens, Dave Discher, Brook Rosenberg

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Leanne Andre, Child Care Consultant Coordinator, Child Care Resource and Referral; Cathy Wheatcraft, Regional Director, Child Care Resource and Referral

Welcome and Introductions

Judy McCoy Davis welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 8:00 a.m. Introductions were made. Quorum was met at this time.

Approval March 2015 Minutes

The March 25, 2015 minutes were presented to the board.

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

Monthly Financial Statements

Barb Bremner presented the March financial statements. These statements are a cash presentation of financial transactions which took place through March of fiscal year 2015.

School Ready

- FY15 Polk County ECI School Ready funding is \$2,652,567.00.
- Year to date receipts as of end of March total \$1,989,425.25.
- Additional receipts of \$6,735.63 interest.
- At the end of March School Ready funds of \$1,629,061.99 had been expended.
- Spending is approximately 59% of total School Ready funds. Last year at this time 60% of funds had been expended.
- Carry Forward funds total \$100,752.07 and represent 4% of FY14 SR funds.
- At the end of March \$100,752.07 or 100% in Carry Forward funds had been expended.

Early Childhood

- FY15 Polk County ECI Early Childhood funding is \$1,083,691.00.
- Year to date receipts as of end of February total \$812,768.25.
- At the end of March Early Childhood funds of \$618,228.40 had been expended.
- Spending is approximately 52% of total Early Childhood funds. Last year at this time 55% of funds had been expended.

- Carry Forward funds total \$116,401.59 and represent 11% of FY14 EC funds.
- At the end of March \$103,789.99 in Carry Forward funds had been expended.

It was noted that no expenditures were shown for professional development although funds had been spent. Bremner indicated that she assumed it was a matter of miscoding and would look into correcting this line item.

A motion to approve the March 2015 financials was made by Claudia Hawkins and seconded by Bryan Huggins. THE MOTION CARRIED UNANIMOUSLY.

Board Self-Evaluation

Davis presented the board with the draft of the Board Member Self-Evaluation. Davis stated this was the same assessment members filled out last year. No board member made any change recommendation. Board members will receive a link to complete the self-evaluation online.

Board Executive Director Evaluation Draft and Schedule

Davis presented drafts of Executive Director Evaluation for the board members to fill out as well as one for community partners to fill out. Davis noted that the board evaluation was the same as the one used last year, with sections covering all of the areas included in the executive director's job description. The board was also given a copy of the executive director's goals and progress towards those goals for this year to help them complete their evaluation.

Davis noted that our policies require that an evaluation of the executive director be sent to community partners at least one every three years and that earlier in the year, when we set the calendar for policies, we decided to do this evaluation this year. She noted that this evaluation deals with the external interactions of the executive director and does not include the areas dealing with board interactions. Davis indicated that the form would be sent to all our funded partners as well as others that had been identified. If board members had a suggestion of someone to include in this list they should send the name and contact information to either Davis or Bremner. Davis will send out the link to the survey to the community partners.

Exec. Director Compensation Committee Appointment

Davis asked for volunteers to serve on an Executive Director Compensation Committee. The committee will review the evaluation results and make a salary recommendation to the board for the executive director position for the upcoming fiscal year. Claudia Hawkins, Joyce Pingel and Shane Schulte volunteered to serve on the committee.

Preschool and Child Care Work Group Update

Matt Knoll reported the Preschool Work Group met briefly during last month's meeting and will meet again after today's meeting. Since it is difficult to follow the use and impact of the dollars allocated, the work group is taking an in-depth look at the community needs.

JoEllen Spriggs-Dixon reported the Child Care Work Group is in the process of scheduling on-site visits at each of the funded child care centers. She stated the group also struggles to follow the dollars and need for the centers. The group is discussing the possibility of revising the funding formula. Bremner will provide the historical data available on how the current funding formula was derived and QRS information. Cathy Wheatcraft stated environmental changes will be coming to the QRS later this year. She expects the state to send the changes out for comment in June with any changes being implemented next fiscal year.

A tour has been scheduled for Wednesday, April 29th at Oak Academy and another tour on May 13th at Bidwell-Riverside ELC. All board members are invited to attend. Bremner will email the details.

New Program Applications for Funding

New funding applications were presented to the board from Ethnic Minorities of Burma Advocacy and Resource Center (EMBARC), Responsible Education and Development (READ) and Courage League Sports. The board discussed each of the proposals and recommend that representatives from each attend the next board meeting to answer questions that the board has.

Program Review Update

Davis thanked board members for their participation in program reviews the last couple of weeks. Volunteers spent 57 hours on this important process. She also thanked Marvin DeJear for hosting the meetings at the Evelyn K. Davis Center for Working Families. Board members were reminded to get their final score sheets to Bremner by May 1. Once scores are compiled, programs with lower scores may be asked to attend the June 3 meeting. Bremner reminded all board members to score VNS's Healthy Start & Empowerment; this program presented to the entire board during the February meeting. Bremner will email a link to a folder with all program review materials.

Natali Justiniano Pahl stated there seems to be a lot of refugee work being done in the community and questioned if their work is being connected to maximize impact? DeJear stated there are different groups working with specific populations but that a coalition has been formed around this work that meets regularly; he offered to forward the contact information to members. Bremner noted federal support has been reduced drastically in the last 3-5 years for the refugee population.

Advocacy/Legislative Report

Davis report the legislative session is likely to go into June. As a result the board may need to schedule a meeting for July to finalize the budget. Davis reminded members when meeting with legislators to encourage them to restore funding to 2008 levels.

Administrative Report

Davis noted that Bremner's Administrative Report had been sent out with the meeting materials.

Old Business

None

New Business

None

Public Comment

None

Adjourn

Davis reminded everyone that the next meeting has been moved to Wednesday June 3, at 11:30 a.m. The Annual Meeting will be held June 24th. The meeting adjourned at 9:00 a.m.