

POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
June 3, 2015

Voting Members Present: Judy McCoy Davis, Mike Bandstra, Claudia Hawkins, Rocio Hermosillo, Bryan Huggins, Matt Knoll, Joyce Pingel, Georgia Sheriff, Craig Sieverding, JoEllen Spriggs-Dixon; Kimberly Peterson arrived at 11:38 a.m., Shane Schulte and Marvin DeJear arrived at 11:40 a.m., Natali Justiniano Pahl arrived at 11:45 a.m., Jem Gong-Browne arrived at 11:55 a.m.

Voting Members Absent: Sam Carrell, Cindy Elsbernd, Kevin McCarthy, Tom Slater

Ex-Officio Members Present: Brook Rosenberg

Ex-Officio Members Absent: Dave Arens

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Wendy Van Haften, Child Care Consultant-Polk County, Child Care Resource and Referral; Cathy Wheatcraft, Regional Director, Child Care Resource and Referral; Melissa Clarke-Wharff, President, Courage League Sports; Henny Ohr, Executive Director, EMBARC; Jeanna Bauer, Community Navigator Manager, EMBARC; Abigail Sui, Family Advocate, EMBARC; Robert Singer, Executive Director, READ; Kathy Leggett, Director, Center for Advocacy & Outreach, Blank Children's Hospital; Dr. Chris Kabriel, D.O., M.P.H., Blank Children's Hospital

Welcome and Introductions

Judy McCoy Davis welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 11:36 a.m. Introductions were made. Quorum was met at this time.

Approval April 2015 Minutes

The April 22, 2015 minutes were presented to the board.

A motion to approve the minutes was made by Claudia Hawkins and seconded by Georgia Sheriff. THE MOTION CARRIED UNANIMOUSLY.

Monthly Financial Statements

Barb Bremner presented the April financial statements. These statements are a cash presentation of financial transactions which took place through April 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 April total \$2,652,567.00. (4th quarter payment hadn't been entered on emailed doc)
- Additional receipts of \$7,449.15 interest.
- At the end of April School Ready funds of \$1,762,191.72 had been expended.
- Spending is approximately 64% of total School Ready funds. Last year at this time 69% 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 April total \$1,083,691.00. (4th quarter payment hadn't been entered on emailed doc.)
- At the end of April Early Childhood funds of \$792,196.10 had been expended.
- Spending is approximately 66% of total Early Childhood funds. Last year at this time 61% of funds had been expended.
- Carry Forward funds total \$116,401.59 and represent 11% of FY14 EC funds.
- At the end of April \$112,029.81 in Carry Forward funds had been expended.

A motion to approve the April 2015 financials was made by Rocio Hermosillo and seconded by Claudia Hawkins. THE MOTION CARRIED UNANIMOUSLY.

New Funding App: Courage League Sports, Courage Cub League

Melissa Clarke-Wharff addressed board members' questions regarding the Courage Cub League. Clarke-Wharff stated since the proposal was submitted, the program has climbed from 30 to 50 children and anticipates serving over 100. Courage League Sports is unique as the only adaptive sports facility in the area. They also offer many non-sports programs such as music, tumbling and yoga. The program seeking funds will focus on socialization skills, emotional support and family fitness to enhance the work families do at home. The program has a part-time development manager, two full-time program managers and a full-time program director along with many community volunteers. Currently Courage League Sports sends out quarterly surveys to families to determine impact and satisfaction with services. They are in the process of developing a scale to better measure and document participant progress. They plan to implement the rating scale this summer.

New Funding App: EMBARC Parent Navigator

Henny Ohr, Jeanna Bauer and Abigail Sui answered questions about the Parent Navigator program. Ohr stated EMBARC is the first refugee-led agency in Iowa. They work closely with VNS and LSI; however EMBARC's focus is specifically on the Burmese population. Their focus comes directly from the needs of the community, and they work closely with the leadership within the Burmese community. The program would focus on the cultural differences in parenting, working with the schools and strengthening family communications in an effort to reduce child welfare cases and increase engagement with the schools. Currently there are approximately 5,000 Burmese refugees in Central Iowa, that number is expected to grow as these refugees are now settled and bringing over family members. Both pre- and post-tests will be performed to measure outcomes.

New Funding App: READ

Robert Singer addressed questions regarding the READ program. Singer stated this is an anti-poverty program aimed at ending parental destructive behaviors along with providing advanced educational instruction to four-year-old children. Currently the children involved are enrolled at Evelyn Davis Early Learning Academy. Singer states he has a commitment from Des Moines Public Schools to place the above grade level Advance Start students at King and Moulton Elementary Schools into advanced classes. Parents will be provided coaching sessions with a Life Coach either by phone or Skype. The Life Coach is former championship boxer from New Jersey with life experience and trained in working with African Americans. Singer stated the sessions will help provide parental involvement and instill pride and vision for the parents. While Singer has arranged for other Life Coaches, none of those programs have gotten off the ground yet so there is no comparable program to look at.

New Funding App: UnityPoint Bright Futures Pilot

Kathy Leggett and Dr. Chris Kabriel responded for the Bright Futures Pilot program at Blank Children's Hospital Primary Care Clinic. This pilot would expand the time allowed for well-child visits in order to conduct ASQ screenings and address questions and concerns from parents in an effort to expedite diagnoses and referrals. The pilot would be conducted in partnership with VNS and Blank Children's Hospital. The screenings would be conducted on any child six months or older scheduled for a well-child exam. Leggett noted at least 60% of the patients at the Primary Care Clinic are Medicaid recipients. In response to questions on why the pilot is not being fully funded by Unity Point, Leggett explained Blank Children's Hospital has a separate budget, and UnityPoint would be providing space along with donor dollars being used to support the pilot. The data collected from the pilot will help support needed changes to the well-child visit system as well as highlight the importance of early diagnosis with school readiness.

It was agreed that board members would try to return their scoring sheets and any additional questions they may have by Monday, June 8. The board will vote on any possible funding at the June 24 meeting.

Executive Director Survey Results – Board and Community Partner

The results of the Executive Director Survey completed by the community partners were presented to members. The survey was sent out to community partners of funded programs, ECI area directors and collaborators routinely in contact with Bremner. Bremner received high remarks from the partners.

Results of the survey completed by board members were also presented. The board had praise for Bremner's leadership. Davis noted that the board was able to accomplish a large amount of work this year because of Bremner's efforts.

Executive Director Compensation Committee

Hawkins, committee chair, reported that the compensation committee, which also included Joyce Pingel and Shane Schulte, reviewed the material provided from last year's committee, the ECI survey of salaries and administration funding provided by the ECI office, as well as the historical data for the ED position. The committee recommends a 4% salary increase for the executive director for FY16. The committee also recommends that \$1,000 in professional development that was not used this year be carried forward to next years budget for the same purpose, and be augmented with enough additional funds to allow Bremner to attend a Ready Nation conference in New York Bremner would like to attend. Joyce Pingel thanked Bremner for her hard work and leadership and stated the committee felt the increase is in line with her skills and background. Davis noted that the increase for professional development also takes into account the fact that Bremner does not require funding of health insurance benefits at this time. The committee's recommendations will be included within the budget that will be voted on at the June 24 meeting.

Board Self-Assessment

The Board self-evaluation results were presented. Overall the board received high remarks. Board members expressed having a clear understanding of ECI's mission and vision, and are learning more about funded programs throughout the year by participating in board meetings and site visits. Davis acknowledged that board members are very engaged with great participation at meetings.

Board Document Review Committee

Craig Sieverding reported the committee will likely have small changes in the bylaws to recommend to the board, as well a couple of changes in policy and procedures. He noted that the state comments on the LOE matrix, which were received last week, included two comments relating to bylaws and policies and procedures that the committee will look at.

Levels of Excellence Recommendation

The final report from the State Review Team was presented to the board. Polk County ECI received a recommendation of Compliant. Davis stated the areas where issues arose stemmed from before Bremner was appointed and that we have made changes in our policies to ensure that there are not problems in the future. A Compliant rating means the board will be required to complete the process again in three years. The state board will be taking action on the team's recommendation at their meeting on June 5. Davis and Bremner will both be attending this meeting.

Program Review Results

Review scores and comments and recommendations for funding levels for FY16 were presented. The document outlines FY13 and FY14 expenditures, FY15 contracted amounts and proposed FY16 funding based on a tentative budget increase of 1.6%. Members were asked to review the proposed funding recommendations prior to the June 24th meeting where they will be discussed and the budget will be voted on.

Tentative Funding and Budget Recommendations

Bremner provided a tentative FY16 budget to the board. The budgeted numbers do not include the four new funding applications that presented at today's meeting. She noted that carry forward funds could be used to fund these new requests or used as placeholders for future funding requests. With the legislature still in session, Davis reminded everyone that these are tentative numbers.

Administrative Report

Bremner did not have an administrative report for this meeting but indicated she would have one for the June 24 meeting.

Old Business

None.

New Business

Davis informed the board that Polk County ECI received a contract amendment request from Des Moines Public Schools. DMPS Early Childhood Family Support program has \$14,000 it will not be spending this fiscal year as a result of employing two part-time staff who did not require benefits. DMPS would like to transfer that balance to their Preschool Programming Support for Low Income Families. Members requested more details on the Preschool Budget and Expenditures and for further the discussion at the June 24 meeting.

Board members were presented with a copy of a thank you letter from EMBARC. The letter thanked the board for their support and funding attendance of two staff at the Parents as Teachers (PAT) professional development training in Indianola during April. The letter outlined the training staff members received on early childhood development and how the training is already being put to use within their community.

Public Comment

None

Adjourn

The meeting adjourned at 1:10 p.m. The Annual Meeting will be held June 24th at 7:30 a.m. – 9:30 a.m.