



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
May 25, 2016

Voting Members Present: Matt Knoll, Jem Gong-Browne, Marvin DeJear, Cindy Elsbernd, Bryan Huggins, Josh Mandelbaum, Judy McCoy Davis, Joyce Pingel, Shane Schulte, Georgia Sheriff, Craig Sieverding, Tom Slater, JoEllen Spriggs-Dixon; Natali Justiniano Pahl arrived at 11:42 a.m., Sam Carrell arrived at 12:16 p.m.

Voting Members Absent: Nick Dial, Claudia Hawkins, Kimberly Peterson

Ex-Officio Members Present: Dave Arens arrived at 12:01 p.m.

Ex-Officio Members Absent: Terry Harrmann, Brook Rosenberg

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Nicole Beaman, Vice President Child Guidance Center, Orchard Place; Dara Madigan, WAGE\$ Coordinator, Iowa Association for the Education of Young Children

Welcome and Introductions

Board Chair Matt Knoll welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 11:38 a.m. Quorum was met at this time.

Approval April Minutes

The April 27, 2016 minutes were presented to the board. There were no comments or corrections.

A motion to approve the minutes was made by Tom Slater and seconded by Joyce Pingel. THE MOTION CARRIED UNANIMOUSLY.

Natalie Justiniano Pahl arrived at 11:42 a.m.

Monthly Financial Statements

Barb Bremner presented the financial statements through the end of April. These statements are a cash presentation of financial transactions which took place through April of fiscal year 2016.

School Ready

- FY16 Polk County ECI School Ready funding is \$2,695,183.00.
- Carry Forward funds total \$187,155.86. These have been budgeted into contracts and will be expended before FY16 funds.
- Year to date receipts as of end of April total \$2,695,183.00. (All payments received.)
- Additional receipts of \$8,716.12 interest.
- At the end of April, School Ready funds of \$1,744,263.43 had been expended.
- Spending is approximately 61% of total School Ready funds. Last year at end of April 2015 64% of funds had been expended

- 100% of Carry Forward funds, \$187,155.86 have been expended.

Early Childhood

- FY16 Polk County ECI Early Childhood funding is \$1,123,171.00.
- Carry Forward funds total \$190,927.39. These have been budgeted into contract lines within the budget and will be expended before FY16 funds.
- Year to date receipts as of end of April total \$1,123,171.00. (All payments received).
- Additional receipts of \$4780.87 interest.
- At the end of April Early Childhood funds of \$707,266.75 had been expended.
- Spending is approximately 54% of total Early Childhood funds. Last year at end of April 2015 66% of funds had been expended
- At the end of April \$188,599.51 or 99% of Carry Forward funds had been expended.

A motion to approve the April 2016 financials was made by Cindy Elsbernd and seconded by Natali Justiniano Pahl. THE MOTION CARRIED UNANIMOUSLY.

Governance Committee Update

Craig Sieverding updated the board on the committee's progress to date. The committee is working a succession plan for the board members. The board currently has two openings, one male and one female, that could be filled in June. Sieverding also noted three members will be rolling off in 2017 due to term limits. The committee has been discussing potential recruitment areas such as the Latino community, individuals with marketing, public relations or mental health backgrounds as well as individuals who have received services funded by Polk County Early Childhood in the past. Members were encouraged to forward any potential new members to Bremner.

Executive Director Survey Results and Compensation Committee

Members were presented with the results of Executive Director's annual assessment by the board, conducted through an online survey. Knoll reported the results reflect Bremner's above average job performance and hard work. Members were also presented with a copy of an email Knoll received from Lora Patton, Regional Director with Child Care Resource & Referral of Central Iowa praising Bremner's work with both Polk County ECI's partners and her collaborations throughout the community. The committee recommends a 3.4% salary increase for the executive director for FY17. Board members thanked Bremner for her leadership and stated they felt the increase is in line with her skills and background but still gave her room to grow. Knoll noted \$1,300 for professional development that was not used this fiscal year will be carried forward to be used in next year's budget. Pingel encouraged Bremner to prioritize her career expansion and to make sure to use the professional development dollars during FY17.

Bremner thank board members for the comments and feedback when filling out the survey. These remarks are helpful when focusing on her role and professional growth.

Board Review of Executive Director Job Description

Members were presented with the Executive Director's Job Description. The board's Policies and Procedures requires an annual review and approval of the job description. Bremner noted there

have been no changes to the description and there are no new areas of responsibility that need added at this time.

Board Self-Assessment

Results of the Board Self-Assessment were presented to members. Overall the board received high marks. Bremner raised a comment submitted on her performance review survey regarding board members who rarely attend meetings. Bremner suggested the Governance committee might want to include review of this as they think about the board succession plan. Sieverding stated the Governance Committee will be reviewing the language around board member attendance in the Policies and Procedures. Bremner informed that the attendance data is required for inclusion in the Annual Report to the State delivered by September 15th. The committee requested that attendance information be shared with them to include in their review.

Program Review Results

Review scores, comments and draft recommendations for funding levels for FY17 were presented. The document outlines past funding history, FY16 contracted amounts, program requested amounts and proposed FY17 funding. While the ECI statewide system was essentially flat-funded because of population and demographic changes PCECI will receive a budget increase of \$115,000.

The child care programs and the preschool programming were recommended for flat funding. The recommendation was made to reconvene committees in the fall to discuss these two areas of funding and how they are allocated.

It was noted that there is no funding of Evelyn Davis ELA. This center is closing on June 30th and does not have a new location yet. If the center reopens then funding will be considered. Additionally, Blank Hospital Bright Futures Pilot reported they will not requesting renewed funding for the upcoming fiscal year. Bremner will continue her communications with Blank Hospital. Members expressed interest in an update on the pilot in the fall and the possibility of future funding for this important project. Members would also like Bremner to research the impact Prairie Meadows' non-profit status could have on ECI funded programs.

Cindy Elsbernd departed at 12:39 p.m.

The following recommendations were made for FY17:

VNS Healthy Start & Empowerment – Recommended \$1,552,238 funding level

DMPS Early Childhood Family Support – Recommend \$242,800 funding level

EMBARC Parent Navigator – Recommend \$50,000 funding level

Des Moines Health Center Smile Squad – Recommend \$32,000 funding level

VNS 1st Five – Recommend \$33,750 funding level

UnityPoint La Clinica – Recommend \$55,000 funding level – Members would like to readdress funding level once actual carry forward fund amounts are known.

Polk County Health Department Lead – Recommend \$26,000 funding level

YESS Blumenthal Crisis Nursery – Recommend \$65,000 funding level

It was determined that after the budget is finalized all programs will be informed that they may address the board and request additional funds next year, and decisions will be made dependent on available remaining funding.

Natalie Justiniano Pahl departed at 12:42 p.m.

Bryan Huggins departed at 12.45 p.m.

Members raised concerns on how good a fit respite services are with PCECI's mission. Members would like to discuss this in the new fiscal year. Members also requested Bremner research if other area ECI's fund respite services. The primary issue is that the safety net funding doesn't seem to align with the focus of the board. Members wondered if there were other funding sources in the community who would step in to fund these programs.

LSI Respite – Recommend \$23,500 funding level. Which is a \$15,000 reduction for the contract. Program staff have communicated they will not expend all funds this fiscal year. They will be expending approximately 55% of the contracted amount. Members who attended the presentation expressed frustration the staff appeared to be unprepared and unmotivated. Carrell will attend a meeting with Bremner and LSI representatives to relay the board's decision and rationale.

Marvin DeJear departed at 12:58 p.m.

Dave Arens departed at 1:00 p.m.

Joyce Pingel departed at 1:03 p.m.

At 1:03 the meeting no longer had quorum; there were no remaining action items.

CP Child Care Coordinator – This position will be combining into project funding with Iowa AEYC for a total funding of \$107,000

CP Child Care Consultant (Amy Curtis) - This position will be combining into project funding with Iowa AEYC

Iowa AEYC T.E.A.C.H. – Recommend \$92,000 funding level

Iowa AEYC WAGE\$ - Recommend \$97,000 funding level

VNS Child Care Consultant – Recommend \$162,650 funding level

CCR&R Reach for the Stars – Recommend \$90,000 funding level

CCR&R Bridges to Quality – Recommend \$35,000 funding level due to lower demand this year

CCR&R Child Care Consultant & Latino – Recommend \$204,000 funding level to support an additional Child Care Consultant for Polk County

CCR&R Comprehensive Training – Recommend \$45,000 funding level

LSI Refugee Child Care Provider Training – Recommend \$80,000 funding level

DMPL 100's of Stories Make Reading Count! – Cabinet members would like Bremner to meet with DMPL to discuss the cabinet's comments and concerns. Requested DMPL modify the funding request before the board discusses committing funds.

Child care centers receiving Quality Improvement funds and public school districts receiving Preschool Programming Support for Low Income Families funding are recommended to remain flat funded. In the fall committees will be formed to review the distribution of these funds.

Bremner will update the draft document of recommendations to reflect the discussion of programs and funding. She will forward the revised recommendations and revised budget to members for review prior to the June 22nd meeting.

Administrative Report

Bremner will include her Administrative Report in the email with the minutes.

Old Business

None

New Business

Knoll announced another social gathering for the board will be scheduled for week of June 6th.

Bremner reported she attended the Central Iowa Code Consortium Executive Committee meeting this morning. Stakeholders addressed the committee and requested the Building Code recommendation which would limit future child care providers to caring for 8 children not be approved. The committee was presented with a copy of Coralville's ordinance and the International Residence Code Appendix M. Appendix M specifically addresses in-home child care. The committee did not take stakeholder recommendations; rather they approved the language as recommended. The committee pledged to create a sub-committee to work with stakeholders to look at other community ordinances and focus on a comprehensive solution. The Code Consortium is required to hold three public hearings on the entire adopted codes. This issue still needs to be addressed in Des Moines and with all local city governments.

Georgia Sheriff departed at 1:25 p.m.

Public Comment

None reported

Adjourn

A motion to adjourn the meeting was made by Shane Schulte and seconded by Sam Carrell. THE MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 1:35 p.m.