



**„POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
May 24, 2017**

Voting Members Present: Matt Knoll, Jem Gong-Browne, Claudia Hawkins, Bryan Huggins, Natali Justiniano Pahl, Judy McCoy Davis, Craig Sieverding, JoEllen Spriggs-Dixon; Nick Dial participated via teleconference; Joyce Pingel, Josh Mandelbaum and Mee Yang-Lee arrived at 8:01 a.m., Shane Schulte participated via teleconference at 8:03 a.m., Sam Carrell and Georgia Sheriff arrived at 8:06 a.m., Marvin DeJear arrived at 8:07 a.m., Cindy Elsbernd arrived at 8:09 a.m.

Voting Members Absent: None

Ex-Officio Members Present: Dave Arens, Terry Harrmann

Ex-Officio Members Absent: Brook Rosenberg

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Dara Madigan, WAGE\$ Coordinator, Iowa Association for the Education of Young Children; Lora Patton, Regional Director, Child Care Resource & Referral; Darby Taylor, Healthy Start Director, Visiting Nurse Services of Iowa; Tray Wade, President/Chief Executive Officer, HCI-VNS Care Services of Iowa; Cindy Winn, Healthy Start Team Lead, Visiting Nurse Services of Iowa

Welcome and Introductions

Board Chair Matt Knoll welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 8:00 a.m. Quorum was met at this time.

Approval April Minutes

The April 26, 2017 minutes were presented to the board. There were no comments or corrections.

A motion to approve the minutes was made by Bryan Huggins and seconded by Natali Justiniano Pahl. THE MINUTES APPROVED UNANIMOUSLY.

Josh Mandelbaum, Joyce Pingel and Mee Yang-Lee arrived at 8:01 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 2017.

School Ready

- FY17 Polk County ECI School Ready funding was \$2,731,452.00. After de-appropriation funding for FY17 is \$2,629,099.
- Carry Forward funds total \$84,345.64. All carry forward funds were expended by the end of April.
- Year to date receipts as of end of March total \$2,629,101. Fourth quarterly payment was received of \$580,512 was received in April. This was \$2 over the payment projected by the DOM.
- Additional receipts of \$9,631.83 interest.
- At the end of April, School Ready funds of \$1,801,118.99 had been expended.
- Spending is approximately 67% of total School Ready funds. Last year at end of April 2016 61% of funds had been expended.

All School Ready contract amendments have been issued, returned and processed.

Early Childhood

- FY17 Polk County ECI Early Childhood funding is \$1,202,320.00.
- Carry Forward funds total \$215,459.24. All carry forward funds were expended by the end of April.
- Year to date receipts as of end of April total \$1,202,320.00. Fourth quarterly payment of \$300,580.00 was received in April.
- Additional receipts of \$6,012.14 interest.
- At the end of April Early Childhood funds of \$994,725.48 had been expended.
- Spending is approximately 70% of total Early Childhood funds. Last year at end of April 2016 54% of funds had been expended.

Shane Schulte joined via teleconference at 8:03 a.m.

Sam Carrell and Georgia Sheriff arrived at 8:06 a.m.

Marvin DeJear arrived at 8:07 a.m.

Cindy Elsbernd arrived at 8:09 a.m.

A motion to approve the April 2017 financials was made by Judy McCoy Davis and seconded by Jem Gong-Browne. THE MOTION CARRIED UNANIMOUSLY.

Visiting Nurse Services of Iowa Healthy Start & Empowerment

HCI/VNS Care Services of Iowa President and CEO Tray Wade along with Darby Taylor and Cindy Winn, Visiting Nurse Services of Iowa, Healthy Start & Empowerment Program presented to the board on the Healthy Start & Empowerment program. Healthy Start is a federally funded program focusing on pregnant women and children under two years of age in a nine zip code area in Polk County. Polk County ECI funding expands services to all of Polk County and to children up to age six. Taylor and Winn highlighted the programs history, growth, demographics of clients and the success and challenges faced over the last year. Wade noted one of the program's challenges has been the changes to reimbursement for mental health and transportation services due to the Medicaid privatization. VNS continues to conduct screenings and to link individuals with Employee & Family resources (EFR), Broadlawns Medical Center and other community partners when additional services are necessary. During the calendar year of 2016, 648 families and 694 children were served. Families served consist of families that have signed a participation certificate and

continue to work with their case manager; these numbers do not include families linked to other services/programs in the community or those on the waiting list. Cabinet members requested data on where the families the program serves are located throughout Polk County. Bremner will work with VNS to gather data necessary to import into mapping software. VNS staff will continue to monitor proposed family planning cuts and will work to identify resources for families. The slides used for the presentation were shared with members electronically prior to the meeting.

A FY18 Program Review Rubric was provided with today's meeting packet for scoring the Healthy Start & Empowerment program. Members were asked to complete the rubric and return to Bremner by Thursday, May 25th.

Marvin DeJear departed at 8:45 a.m.

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 reported the document reflects changes within the state ECI system and was revised to be a descriptive outline of the responsibilities and the additional roles of the position. This includes collaboration, relationship and public awareness work that is becoming increasingly important in the position. Members will vote on the job description at the June meeting.

Bremner departed the meeting at 8:50 a.m. for the Executive Director Compensation discussion

Executive Director Survey 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 were overwhelming positive. The committee requested the board's input on the merit increase due to the current budget cuts. Members agreed Bremner's job performance is above and beyond her scope of services. She is very passionate about the early childhood work and dedicated to board members and the community. Members expressed concerns in providing a merit increase with the recent budget cuts affecting programs. There were also concerns pertaining to administrative costs guidelines.

Dave Arens stated due to recent budget cuts, administrative costs are hurting many area ECI's. Some areas are asking the state for waivers to grow beyond their four county area. McCoy Davis reminded the board next year we will also see significant cuts due to the funding formula changes. The board may need to consider researching additional funding sources. Sheriff recommended researching comparable positions and salaries before next year's review time.

Josh Mandelbaum departed at 9:10 a.m.

The committee recommends a 2.5% salary increase for the executive director for FY18. Members will vote on the Executive Director Compensation increase at the June meeting.

Bremner returned to the meeting at 9:15 a.m.

Board Self-Evaluation

Members were presented with the results of the Board Self-Evaluation online survey. Knoll asked for any questions or concerns on the survey. None were reported.

Governance Committee and Applications Update

Knoll reported the Governance Committee has received two new member applications. Bremner reported committee still has three additional seats to fill, one male and two female. The committee identified individuals with industrial and marketing backgrounds as potential candidates. Bremner reported Dr. Marianka Pille, pediatrician with Blank Children's Hospital and a faculty member at Des Moines University is eligible for a board position due to La Clinica not requesting funding from PCECI for FY18. Justiniano Pahl reported she will reach out to Rocio Hermosillo who is now employed with Principal.

Cindy Elsbernd departed at 9:22 a.m.

School Ready/Preschool Committee

Bremner walked members through the draft FY18 School Ready budget. Total funding from the state will be \$2,647,000 which is .7% above the FY17 funding after de-appropriation. Bremner noted some changes from the current year's budget:

- La Clinica did not seek renewed funding for FY18
- Program changes for the DMPS Family Support Services requires all funding to come from school ready funding.
- No contract in the school ready budget is increased.
- Recommends a 1% reduction for FY17 levels to all preschool programming funding
- Recommends defunding VNS 1st Five.

Joyce Pingel and Mee Yang-Lee departed at 9:33 a.m.

Early Childhood Child Care Committee

A draft FY18 Early Childhood budget was presented to members. Total funding for FY18 will be \$1,099,883 which is 9.15% less than last fiscal year. Additionally carry forward funds were much greater in FY17 than anticipated for FY18. Bremner noted the following changes from the current year's budget:

- Recommends 50% reduction for CCR&R's Reach for the Stars and Bridges to Quality program funding. These cuts would affect materials for providers, not staffing.
- Recommends a 10% reduction for IA AEYC WAGE\$ and T.E.A.C.H. programs
- Recommends defunding LSI Respite Options
- Recommends a 50% reduction for YESS Crisis Nursery

Natali Justiniano Pahl and Claudia Hawkins departed at 9:35 a.m.

Bremner reported the committee will be meeting in the next couple of weeks to discuss center funding. The committee has discussed center turnover and the role of wage scales in turnover. Stacey Walters is gathering compensation data for the committee to review.

The results of the meetings with programs and review by members will be sent out Friday with the meeting minutes. Final funding decisions will be voted on at the June meeting.

Administrative Update

Bremner shared some of the marketing pieces and photos from the Zero to Three advocacy event in Washington D.C. she attended in May. Representatives and families from all 50 states participated. Bremner was able to meet with Senator Ernst and Representatives Young and King.

Old Business

None.

New Business

None.

Public Comment

None reported.

Adjourn

The meeting adjourned at 9:40 a.m.