



**POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING**  
**United Way of Central Iowa – Conference Room F**  
**Des Moines, Iowa**  
**February 28, 2018**

**Voting Members Present:** Nick Dial, Cindy Elsbernd, Rocio Hermsillo, Bryan Huggins, Josh Mandelbaum, Judy McCoy Davis, Craig Sieverding, Emily Westergaard, Mee Yang-Lee; Jem Gong-Browne participated via teleconference; Sam Carrell arrived at 11:37 a.m.; Ahmed Agyeman arrived at 11:40 a.m.

**Voting Members Absent:** Matt Knoll, Marvin DeJear, Marianka Pille, Jana Shepherd, Georgia Sheriff

**Ex-Officio Members Present:** None

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

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

**Guests Present:** Robin Holz, MS, RDN-CACFP Lead Consultant, Centers-Bureau of Nutrition and Health Services; Lora Patton, Regional Director, Child Care Resource & Referral; Lynette Nelson, Healthy Start Outreach Manager, Visiting Nurse Services of Iowa; Ashley Otte, T.E.A.C.H. Program Manager, Iowa Association for the Education of Young Children; Jenny Shreck, Region 4 Child Care Consultant, Child Care Resource and Referral; Kay Tannant, Healthy Start Intake Manager, Visiting Nurse Services of Iowa; Tray Wade, President/CEO, Visiting Nurse Services of Iowa

**Welcome and Introductions**

Board Vice Chair Craig Sieverding welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 11:34 a.m. Quorum was met at this time.

**Approval January Minutes**

The January 24, 2108 minutes were presented to the board. There were no additional comments or corrections.

*A motion to approve the minutes was made by Judy McCoy Davis and seconded by Emily Westergaard. THE MOTION CARRIED UNANIMOUSLY.*

**Monthly Financial Statements**

Bremner presented the financial statements for January 2018. Statements are a cash presentation of financial transactions which took place through January 31<sup>st</sup> of fiscal year 2018.

### **School Ready**

- FY18 Polk County ECI School Ready funding is \$2,647,000.
- Carry Forward funds total \$68,842. These were budgeted to the Healthy Start & Empowerment contract line and were fully expended in September.
- Total funds for the School Ready Budget equal \$2,715,842.14.
- Year-to-date receipts total \$1,985,250. Third quarter payment was received in January.
- Additional receipts of \$6,640.44 interest.
- At end of January School Ready funds of \$1,031,574.32 had been expended.
- Expenditures are 38% of total School Ready funds. Last year at end of January 2017, 35% of funds had been expended.

### **Early Childhood**

- FY18 Polk County ECI Early Childhood funding is \$1,099,883.
- Carry Forward funds total \$124,973. These were budgeted into IAEYC ECQUIP and CCRR Consultants contract lines and will be expended will be expended before FY18 funds
- Total funds for Early Childhood Budget equal \$1,224,856.00.
- Year-to-date receipts total \$824,912.25. Third quarter payment was received in January.
- Additional total receipts of \$3,518.49 interest.
- At end of January Early Childhood funds of \$456,742.60 had been expended. Spending is approximately 37% of total Early Childhood funds. Last year at end of January 2017, 37% of funds had been expended.

Sam Carrell arrived at 11:37 a.m. Ahmed Agyeman arrived at 11:40 a.m.

Westergaard asked why there were no invoices from Oak Academy to date. Bremner stated she would communicate with Oak Academy to have information regarding their plans for the funds at the March meeting.

*A motion to approve the January 2018 financials was made by Rocio Hermosillo and seconded by Emily Westergaard. THE MOTION CARRIED UNANIMOUSLY.*

### **USDA Child and Adult Care Food Program**

Robin Holz, Iowa Department of Education Bureau of Nutrition and Health Sciences presented on the Child and Adult Care Food Program (CACFP). This program provides reimbursements for nutritious meals and snacks served to children and functionally impaired adults. Due to the tiered reimbursement rates based on provider locations and low-income census track, increased state and federal requirements and recordkeeping requirements, the number of in-home child care providers participating in the program has continued to drop since 1997. Holz estimates approximately half of the licensed child care centers in the state of Iowa participate in the program. Home providers require three home visits per year, while centers require one visit every three years. During the visits an evaluator conducts observations and reviews menus, receipts, and additional records to make sure the providers and centers are following recommended meal pattern best practices and program guidelines.

McCoy Davis asked Holz for estimated administrative costs the centers spend on monthly reporting. Holz estimated, after the initial paperwork and program set up, centers spend approximately 10 hours per month on the required reporting documentation.

Cindy Elsbernd wondered if there were state reporting guidelines which might be a barrier to participation. McCoy Davis wondered where the drop in home providers is occurring. Westergaard requested more information on the number of child care centers in Polk County participating in the program. Holz stated she will provide the requested data to Bremner to distribute to board members.

Josh Mandelbaum departed at 12:15 p.m.

### **Advocacy (and Fun) Committee Update**

McCoy Davis walked members through a legislative questionnaire the committee drafted for members to use while meetings with legislators. The questionnaire will help an initial conversation with legislators and also help determine a legislator's level of knowledge on early childhood issues. Members will then be in position to provide appropriate follow-up information to the legislator. Members signed up to meet with Polk County legislators in the upcoming months. Members are asked to reach out to their assigned legislator to set a meeting date. Members will provide meeting updates at future meetings.

McCoy Davis reported the committee suggests holding a family-oriented potluck this summer. Staff will ask members for information regarding evening and weekend dates to determine a time and date that works best for most members.

Jem Gong-Brown departed the meeting via teleconference at 12:25 p.m.

### **Administrative Report**

Bremner's Administrative Report is included in today's materials. Bremner reported the state ECI 2017 Annual Report is now available for members to review in Google Drive along with supporting documents. Department of Management staff distributed the annual report to legislators via email. This is the first year the document is available via Google Drive with interactive links. Bremner pointed out the report begins with a letter from Dave Arens reinforcing the importance of supporting Early Childhood Iowa. Members were asked to review the annual report and the supporting documents.

Bremner shared a photo of Jana Shepherd's daughter, Haley Finn, born January 30, 2018.

Members were invited to attend Early Childhood Iowa's Day on the Hill scheduled for Monday, March 19<sup>th</sup> from 11:30 a.m. to 3:00 p.m. in the Capitol Rotunda. Early childhood stakeholders will set up informational tables. The event provides an opportunity to provide information to the legislators and to speak with legislators about early childhood issues. Members were asked to let Bremner know if they will attend that day.

### **Old Business**

McCoy Davis reported she spoke with Jennifer Konfrst from Drake University regarding a potential marketing partnership. Konfrst will be teaching a marketing class and was interested in having Drake marketing students work to develop messaging materials for Polk County ECI and our child care centers. Westergaard suggested a public awareness campaign around the previously discussed topic of differences between daycare and preschool

Members were presented with the estimated Early Childhood Iowa grant allocations and the impact of the new formula as presented at the January 5, 2018 State Board meeting. Phasing in the new formula will begin in FY19, with the changes being fully implemented in FY22. Polk County ECI is projected to experience an 8% funding decrease with the first year of phasing in the new formula. Utilizing FY18 non-contracted funds of \$55,711.85, Polk County ECI would see a budget reduction from FY18 to FY19 of \$101,531.30 for FY19 if Early Childhood funding remains status quo. The potential for reduced funds will be important to consider during the upcoming investment and budgeting process.

An updated Program Reapplication and Review Timeline was presented to members. Stacey Walter, Early Child Care Coordinator, ECQuIP, Iowa Association for the Education of Young Children, will provide an update on the Stay Bonus pilot program in March. Visiting Nurse Services, Healthy Start & Empowerment will present to the board at the April meeting. Programs are submitting all materials for reapplication on March 1<sup>st</sup>. Bremner will contact members to determine investment review dates and times in April.

### **New Business**

None.

### **Public Comment**

None reported.

### **Adjourn**

*A motion to adjourn the meeting was made by Nick Dial and seconded by Mee Yang-Lee. THE MOTION CARRIED UNANIMOUSLY.* The meeting adjourned at 12:53 p.m.