



POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING
United Way of Central Iowa – Leadership Room
Des Moines, Iowa
December 19, 2018

Voting Members Present: Craig Sieverding, Rob Barron, Deanna Bennigsdorf, Jem Gong-Browne, Bryan Huggins, Matt Knoll, Marianka Pille, Jana Shepherd, Georgia Sheriff, Emily Westergaard; Sam Carrell and Mee Yang-Lee, arrived at 11:39 a.m.; Josh Mandelbaum arrived at 11:55 a.m.

Voting Members Absent: Ahmed Agyeman, Marvin DeJear, Nick Dial, Jeanie McCarville Kerber

Ex-Officio Members Present: Brook Rosenberg

Ex-Officio Members Absent: Dave Arens, Terry Harrmann, Barb Merrill

Staff Present: Barb Bremner, Jody Kanne

Guests Present: Norton Hatlie, Board Chair, Capitol Park Early Learning Center; Kelley Wandro, Board Treasurer, Capitol Park Early Learning Center

Welcome and Introductions

Board Chair Craig Sieverding welcomed board members and guests to the Polk County Early Childhood Iowa Board meeting at 11:35 a.m. Quorum was met at this time.

Approval November Minutes

Minutes of November 14, 2018 meeting were presented. There were no comments or corrections.

A motion to approve the minutes was made by Emily Westergaard and seconded by Deanna Bennigsdorf. THE MOTION CARRIED UNANIMOUSLY.

FY19 Financial Statements

Bremner presented financial statements for October 2018. Statements are a cash presentation of financial transactions which took place through October 30th of fiscal year 2019. November and December financials will be presented at the January 2019 Board Meeting.

School Ready

- FY19 Polk County ECI School Ready funding is \$2,740,722.00.
- Carry Forward funds total \$76,850.44.
- Total School Ready funds in FY19 budget are \$2,817,572.44.
- Second quarterly payment of \$685,181.00 received in October.
- Interest accrued \$3,133.23.

- At end of October 2018 School Ready funds of \$503,907.75 had been expended.
- Expenditures are 17.88% of FY19 School Ready funds. In previous fiscal year 2018 by end of October 13.13% of funds had been expended.

Early Childhood

- FY19 Polk County ECI Early Childhood funding is \$1,010,158.00.
- Carry Forward funds total \$126,061.40.
- Total Early Childhood funds in FY19 budget are \$1,136,219.40.
- Second quarterly payment of \$252,539.50 received in October.
- Interest accrued \$1,642.30.
- At end of October Early Childhood funds of \$222,703.74 had been expended.
- Expenditures are 19.6% of FY19 Early Childhood funds. In FY18 13.71% of funds had been expended.

Sam Carrell and Mee Yang-Lee arrived at 11:39 am.

A motion to approve the October 2018 financials report for both grants was made by Emily Westergaard and seconded by Deanna Bennigsdorf. THE MOTION CARRIED UNANIMOUSLY.

During discussion of financials Bremner explained Early Childhood funds in budget line of non-contracted funds \$53,111.40 and the line Capacity Building, Quality Support Pilot Centers with a balance of \$42,000 are available to support the coalition centers. Previously the board approved \$8,000 from Capacity Building line for reimbursement to centers for staff registration fees for attending the Iowa AEYC Fall Institute. The ECQuIP consultants did not present a plan for FY19 expenditures from the budgeted total of \$50,000 to support centers.

Capitol Park Early Learning Center – Funding Request

Norton Hatlie, Board Chair, Capitol Park Early Learning Center and Kelley Wandro, Board Treasurer, Capitol Park Early Learning Center, presented a request for \$10,800 in funding for Capitol Park Early Learning Center. Hatlie provided a projected budget through March 2019 detailing an anticipated financial shortfall in December and January. A request made earlier in the week to United Way of Central Iowa will allow the center to cover the final December payroll. The funds requested from Polk County ECI would be used for the three payrolls of January 2019.

Josh Mandelbaum arrived at 11:55 a.m.

Iowa's DHS Child Care Assistance reimbursement increases to providers will take effect January 1, 2019. Bremner reported Capitol Park received a Level 3 QRS rating in November which will increase their reimbursement rates for children enrolled with the CCA subsidy. Capitol Park will also increase rates for private pay families, representing approximately 30% of current enrollment. The center employs 17 staff and has 2 open positions which they are having a difficult time filling. Fourteen staff make \$11.00 per hour; five staff make \$13.00 per hour. A new director began in October. If the open positions can be filled then more children will be able to be enrolled. The ECQuIP team has been working with the new director, Whitney Taylor, to review current

classrooms and lay out a plan going forward. Members asked about staff participation in WAGE\$ and T.E.A.C.H. programs to increase education and compensation. The center participates in the stay bonus pilot program.

Bremner reported United Way will formulate an advisory committee to evaluate the situation and resources for the center as an expectation of funding. Jem Gong-Browne mentioned members of Women United working with the center during the summer. United Way hired a contractor to conduct a SWOT analysis and review the feasibility of a shared services model. Hatlie stated United Way has agreed to cover center bookkeeping and accounting fees for the time being. Bennigsdorf requested a review of the support being provided by both United Way and Polk County ECI to determine what level of support is necessary. Brook Rosenberg reported the state ECI board has been working with businesses throughout the state to address the child care needs in their communities. There is an ECI state public private partnership committee which could identify supporters in the community.

A motion to approve the \$10,800 funding request for Capitol Park was made by Rob Barron and seconded by Emily Westergaard. THE MOTION CARRIED UNANIMOUSLY.

Brook Rosenberg departed at 12:42 p.m.

Administrative Report

- Bremner announced a free screening of the documentary *No Small Matter* at Drake University Tuesday, January 8th at 6:00 p.m. The documentary explores the national issues and crises in early child care. Members are encouraged to attend.
- Bremner has met with all contract monitoring sites outlined for FY19. Information from reviews will be included in the investment review process.
- A remodel process of the United Way offices is underway. The best way for members to reach staff during the renovation is email or Bremner's cell phone.

Old Business

None reported.

New Business

Members discussed how to best assist Capitol Park moving forward to assure the center stabilizes. Bennigsdorf requested United Way share information gathered regarding the center. Members agreed this additional funding request is an opportunity to support the center in creating a business plan. They would like clear expectations presented to the agency for consideration during April investment review process. Bremner and Kate Bennett, United Way Education Community Impact Officer, plan to work together to organize the advisory committee to support the center.

Public Comment

None reported.

Adjourn

A motion to adjourn the meeting was made by Sam Carrell and seconded by Georgia Sheriff. THE MOTION CARRIED UNANIMOUSLY. The meeting adjourned at 1:00 p.m.