



**POLK COUNTY EARLY CHILDHOOD IOWA BOARD MEETING**  
**United Way of Central Iowa**  
**Conference Room F**  
**April 26, 2023**

**Voting Members Present:** Deanna Bennigsdorf, Dave Arens, Kevin Abler, Rob Barron, Sandy Carter, Alicia Chilton, Tabitha Choquette, Sam Early, Matthew Klemme, Jana Shepherd, Eric Tubbs; Emily Westergaard. Participating via teleconference: Eva Morales, Marianka Pille. Suzanne Cohrs arrived at 11:35 a.m.; Ahmed Agyeman arrived at 12:07 p.m.

**Voting Members Absent:** Adam Montufar

**Ex-Officio Members Present:** None

**Ex-Officio Members Absent:** Aaron Johnson, Barb Merrill

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

**Guests Present:** Tammy Engebretson, ECQuIP Manager, Iowa Association for the Education of Young Children; Jennifer Stritz, ECQuIP Consultant, Iowa Association for the Education of Young Children; Cindy Winn, Healthy Start Director, EveryStep

**Welcome**

Board Chair Deanna Bennigsdorf welcomed members and called the Polk County Early Childhood Iowa Board meeting to order at 11:31 a.m. Quorum was met at this time. Guest introductions were made.

**Approval March Minutes**

Minutes of board meeting March 22, 2023, were presented. There were no comments or corrections.

*A motion to approve the March 2023 minutes was made by Emily Westergaard and seconded by Kevin Abler. THE MOTION CARRIED UNANIMOUSLY.*

**March FY23 Financial Report**

Kevin Abler presented financials through March FY23. Expenditures are tracking on schedule with end of March being 75% through fiscal year. Anticipate small amount of Carry Forward funds in administrative lines for both Early Childhood and School Ready budgets.

**School Ready**

- FY23 School Ready funding \$2,980,513
- Carry Forward funds total \$293,103.61
- FY23 Total School Ready funds \$3,273,616.61

- Interest accrued through March 2023 totals \$7,130.24
- Expended School Ready funds end of March 2023 total \$1,897,435.94
- At the end of March 2023 58% of School Ready had been expended. End of March 2022 49% of funds had been expended.
- 100% of carry forward expended

### **Early Childhood**

- FY23 Early Childhood funding is \$970,864
- Carry Forward funds total \$96,154.88
- FY23 Total Early Childhood funds \$1,067,018.88
- Interest accrued through February 2023 totals \$2,513.69
- Expended Early Childhood funds at end of March 2023 total \$608,597.95
- At end of March 2023 57% of Early Childhood had been expended. End of March 2022 54% of funds had been expended.
- 100% of carry forward expended

*A motion to approve the March FY23 Financial Report was made by Emily Westergaard and seconded by Matthew Klemme. THE MOTION CARRIED UNANIMOUSLY.*

Suzanne Cohrs arrived at 11:35 a.m.

### **CCR&R Request**

CCR&R requests moving \$800 from Early Childhood Consultants and Latino Outreach contract to Reach for the Stars contract. Transfer of funds would leave some carry forward funds in the Consultants contract because of a staff member taking unpaid leave. The \$800 would allow CCR&R to cover additional Reach For The Stars incentives.

*A motion to approve the CCR&R request was made by Sam Early and seconded by Marianka Pille. THE MOTION CARRIED UNANIMOUSLY.*

### **Executive Director Compensation Committee Appointment**

Bennigsdorf will contact members to form the Executive Director Compensation Committee. Members will be emailed a link to the Executive Director performance survey. Members are asked to complete the survey in one week so the results can be reviewed by the committee.

Westergaard, Early, Cohrs, and Pille volunteered to participate on the Executive Director Compensation Committee with Bennigsdorf. Bennigsdorf will send out a follow-up email to committee members.

### **Program Reviews**

Tubbs provided an overview of new programs seeking funding:

- LSI Health Families American – HOPES
- Foster SQUAD – Care kits for 0-5

- ISU Extension – Small Talk
- Oakridge – Prepared 2 Care
- YWRC – Young Moms Parenting and Life Skills Program
- I-COACH – 2 new preschool classrooms

Members discussed the programs' needs and services providing compared to currently funded programs.

Early Childhood committee members shared program review details. Bremner walked through the draft budget of \$969,316.00 which does not include the estimated Carry Forward funds. Jillian Herink of the Iowa Association of the Education of Young Children notified the board in March they will not be requesting funding for T.E.A.C.H. The state is funding T.E.A.C.H. for the next three years through ARPA funding. This program has previously been funded at \$92,000. The draft budget meets all funding requests, including funding increase requests and allows for \$71,257.95 in Contingency/Emergency funds.

Ahmed Agyeman arrived at 12:07 p.m.

The Oakridge request for \$35,000 would come from the Early Childhood budget. The board could approve supporting a materials/training portion of the I-COACH request that could come from this budget as well. Chilton shared the committee discussed increasing the pilot center bonuses or expanding to additional coalition centers if funding was available.

The board is required to expend at least 80% of the funds allocated. Carry Forward funds should not exceed 20%. Arens expressed the advantage of expending a high proportion of allocation to demonstrate how critical the funds are to meet community need.

School Ready committee members shared program reviews. Most of their discussion centered around the three new contracts. Polk County ECI is a significant portion of their budgets. How can we help them grow their funders? Where are our dollars making the biggest impacts? Is it with our long-term partners, or some of these newer/smaller programs?

Bremner reviewed the Preschool Programming formula. She recommended decreasing this pot of funding over the next few years with goal of 15% of the total School Ready budget.

Matthew Klemme departed at 12:34 p.m.

The School Ready draft budget of \$2,993,154.00 is currently \$28,000 over the allocation. This number does not include an estimated Carry Forward funds.

Sandy Carter departed at 12:53 p.m.

Members were asked to share input or budget concerns with Bremner.

### **Administrative Report**

- Bremner reported all FY24 funding will be through Health and Human Services; it is unclear the impact this will have on ECI or use of the funds long term. For the next fiscal year, it appears status quo.
- Bremner has met with Shalom and I-COACH to determine needs and capacity.

### **Old Business**

- Westergaard provided an update from the Governance Committee. Agyeman and Shepherd will end their second terms June 30, 2023. There will be five openings for members: two women and three men. The committee is working to keep gender balance. The committee has received three applications; two women, one man. The committee is still looking for candidates for consideration, please forward to Westergaard or Bremner. The full slate of candidates will be presented at the May meeting and voted on at the June meeting.
- The Governance Committee is looking for candidates to fill the chair and vice chair positions. Members were asked to contact Westergaard if interested.
- Bennigsdorf reported the next board social is scheduled for May 11<sup>th</sup> at 4:30 p.m. at Big Grove. Outlook invites were sent out.

### **New Business**

None

### **Public Comment**

None

### **Adjournment**

*Cohrs made a motion to adjourn the meeting; Early seconded. THE MOTION CARRIED UNANIMOUSLY.*

Bennigsdorf adjourned the meeting at 1:00 p.m.