



BVCS EARLY CHILDHOOD IOWA
3 –COUNTY BOARD MEETING

June 26, 2013 time: **10:00 Am** Trinity Lutheran Church 612 S Dewey, Odebolt

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION
I. Introductions and Call to Order, Rhonda Ringgenberg called the meeting to order at 10:00		
<p>Voting Members Present: Randall Kuhlmann, Crawford County Supervisor (C); Tracy Terry, Maternal Newborn Nurse/BVRMC (BV); Mike Bunde, Education (C); Doug Noble, JCS by phone (S,C,BV) Rhonda Ringgenberg, Buena Vista County Supervisor (BV); Cathie Page, Family Resource Center (S); Ranell Drake, Sac County Supervisor (S); Norm Behrens, First State Bank (S); Quorum met.</p> <p>Voting Members Absent: Pete Rodriguez, Denison City Council (C); Cora Lahr, Consumer (S).; Gale Randall, EA Regional Liaison/Prairie Lakes AEA (BV) notified;</p> <p>Ex-Officio Present: Pam Bogue, Public Health (BV);</p> <p>Others Present: Annette Koster, BVCS ECI Program Director; Retta Mitchell, CCR&R;</p>		
II. Approval of Agenda Approval of Previous Minutes	Cathie P moved to accept the agenda and minutes as presented/written, seconded by Tracy T, a voice vote was held, all in favor.	Motion Carries
III. Early Childhood Iowa		
Financial Reports: School Ready Early Childhood	<p>Annette K presented the financial reports through May for School Ready and Early Childhood. Discussion was held in regard to the negative 2,623.72 under Quality Improvement. Annette K explained Mid-Sioux requested a revised budget that will show on the June report. The unallocated \$7,265.70 was added in a contract amendment.</p> <p>School Ready question asked about Home Visitation Family STEPS (Other) and (Quality) having 100% unspent funds. Annette K explained the hierarchy of funding using Home Visitation Family STEPS (Family Support) first.</p> <p>Annette K it is estimated BVCS ECI should be under the 20% allowable carry forward.</p> <p>Motion by Cathie P to approve the financial reports as submitted, seconded by Tracy T, a voice vote was held, all in favor.</p>	Motion Carries
Board Membership	Annette K reported she has sent Pete Rodriguez a letter about his intention to remain on the board, but has not heard back. If he is not going to continue Annette plans to contact the churches to see if they would have a recommendation. Will contact Gale Randall to see if she would complete a second term.	Informational
Election of Officer	Election for Vice-chair person. No nominations were made. Rhonda R asked Cathie P if she would be willing to accept the Vice-chair. Cathie P volunteered to serve as the Vice-chair. A motion by Ranell D seconded by Norm B to accept Cathie P as Vice-chair, a voice vote was held, all in favor.	Motion Carries
Program Director Update	<p>Annette K shared a written Director Update. Buena Vista County is working on a Coordinated Intake; by fiscal year 15 family support projects funded by Early Childhood Iowa must be involved in Coordinated Intake.</p> <p>Information about REDCap was presented. The Family STEPS program has purchased ipads. The purchase of ipads was not required but will make reporting more accurate and provide aps</p>	Discussion

<p>New Legislation Program Director Job Description</p>	<p>for education with families. Discussion was held in regard to the new legislation <i>an area board shall not be a provider of services to or for the area board</i>. Direction given to Annette K was to make sure the contract for services clearly states duties preformed for the board versus Preschool Scholarships and Quality Assurance for Family STEPS. Complete a cost allocation to show time/money spent. Annette K contacted Sue Lloyd (Buena Vista County Auditor) for review. Sue L will see if the County Attorney can provide input if it meets the definition in law, if not legal advice will be sought elsewhere for the FY 14 contract for the Program Director. Annette K shared the draft contract document and attachments (job description and General Agreement with Family STEPS). Time study was shown. The board did not take action on this item, will see what direction is given. The budget has been submitted to the State, wordage may need to be amended.</p> <p>Other legislation that may affect the board is: <i>Not more than one member on local board shall represent the same entity or interest</i>. The State Board is seeking more clarification to see if this would include having County Supervisors from each county.</p> <p>Early Childhood funding in FY 14 will come out of the General fund in School Ready. The way the Early Childhood Funds and the allocation formula remain the same. Any Early Childhood Funds from FY 13 into FY 14 must be spent by March 31, 2014. Annette K has talked with Sue Lloyd and the Buena Vista County Treasurer about a new bank account for FY 14 Early Childhood funds to keep them separate. An account will be established when the first payment is received. Funds for Early Childhood funding comes from the Department of Education for School Ready and Department of Human Services for Early Childhood, by moving to the General fund all will be considered State dollars.</p>	<p>Discussion/Action/ Proceed and learn</p>
<p>Level of Excellence Surveys Community Plan</p>	<p>Annette K shared materials for Level of Excellence will be due 12/30/13. The visit will be in the winter/spring of 2014. Levels: probationary, compliant, quality, model. Surveys have been returned from community members. Revision for Section 4 yet to be competed.</p>	<p>Informational</p> <p>Informational</p>
<p>VI. Community Input</p>	<p>Kids Count book is available, Annette K sent out link. Mid-Sioux/CCR&R has an ad campaign released to bring awareness for the need for child care providers in communities. Finger printing is now required, every four years, for all registered child care providers. This will cover national checks; the old way only covered the State of Iowa.</p>	
<p>V. Adjournment</p>	<p>Next meeting will be held August 28th, 10:00 am Rhonda R adjourned the meeting at 10:52 am.</p>	

Respectfully submitted: Annette Koster

Submittal: The minutes of the above stated meeting submitted for approval.

Name	Date

Approval: Based on board consensus, the minutes of the above stated meeting
Minutes hereby approved as presented or corrected.