



BVCS EARLY CHILDHOOD IOWA  
3 –COUNTY BOARD MEETING Minutes

September 26, 2012 time: 10:00 Am Trinity Lutheran Church 612 S Dewey, Odebolt

TOPIC	DISCUSSION, CONCLUSION, RECOMMENDATION, EVALUATION, ACTION	ACTION	FOLLOW-UP
Introductions and Call to Order	Rhonda Ringgenberg called the meeting to order at 10:00 am	Quorum Met	
<p>Voting members present: Rhonda Ringgenberg, BV County; Mark Segebart, Crawford County; Jack Bensley, Sac County; Mike Pardun, Denison CSD; Tracy Terry, BVRMC; Gale Randall, Early ACCESS; Doug Nobel, JCS; Norm Behrens, First State Bank; Cathie Page, Family Resource Center;</p> <p>Voting members absent: Rachel Bendixen; Pete Rodriguez;</p> <p>Ex- Officio members present: Mollie Scott, Kids World, Inc.; Pam Bogue, BV Co Public Health &amp; Home Care</p> <p>Guest: Laura Beeck, Crawford County Home Health, Hospice &amp; Public Health; Lance Larson, UnitedHealthCare; Annette Koster, BVCS ECI</p>			
Approval of Agenda	Mike P made a motion to approve the agenda, seconded by Jack B, all in favor.	Motion carries	
Approval of Previous Minutes	Mark S made a motion to approve the minutes, seconded by Norm B, all in favor.	Motion carries	
Early Childhood Iowa			
<p>Financial Reports: School Ready Early Childhood</p>	Annette K presented the July and August financial reports to the board for the Early Childhood and School Ready funds. Correct fiscal year on the bottom of the reports. Mike P made a motion to approve the reports with the corrected Fiscal Year, seconded by Tracy T, all in favor.	Motion carries	
Program Director Evaluation	Gale R and Rhonda R evaluated the surveys returned from the Program Director evaluation. Gale R gave a summary, all area scores meeting requirements for the position with a 75 to 100 percentage. Annette will compare to self-evaluation to set new goals, evaluation will be on file at the BVCS ECI office.	Conclusion	
Review revised budget with carry forward	Annette K asked the board to review the budget sheets for the start of the new fiscal year. These included the budget submission form with carry forward funds from the annual report, worksheet for completing quarterly reports and the monthly board report (green sheets). The board found some formula errors on the worksheet, Annette will fix the formulas. Annette asked the board which format they preferred on a monthly basis, the board decided to continue using the established monthly reports (green sheets) and have the quarterly report shared.	Evaluation	
Early Childhood Funds (TANF) cannot be used for food expense	A discussion was held about the Early Childhood funds no longer be used for/or toward meal expenses. Mid-Sioux Opportunities/Child Care Resource & Referral replied through an email that they will charge for trainings to offset the cost of food. The board will not change any contracts this fiscal year, but will keep in mind for future reference. Affected contracts include Child Care Consultant and Child Care Nurse Consultant and Provider Development.	Discussion	
Director Update	Annette K shared:	Informational	

	<p>Preparation for the Levels of Excellence materials, shared at the Directors, meeting when submitting for review. BVCS ECI will send in their material in December 2013. Make sure have checks and balance in place for financial review, By-laws reference most current and comply with Iowa Code, use Tool X to compare. Use the Review Matrix as an overall guide; develop small workgroups to thoroughly review. Review the tools created to support the Levels of Excellence; matrix, Tool N, Partner Invite Questions, Tools NN, OO, PP, QQ, RR and Succession Plan, and what copies are needed.</p> <p>An overview from the Early Childhood Formula Committee; Cathy P is currently sitting on the committee.</p> <p>2000 Day marketing, Iowa Department of Public Health is utilizing an exciting contract with ZLR (a marketing firm) to help develop a communication/marketing plan.</p> <p>Family Support – The State Early Childhood Iowa Board will establish how often criminal backgrounds checks need to be completed. Updating Tool FF to contain new Iowa Code language. Working of web based data collection through REDcap. Timelines for implementation: Coordinated Intake, July 1, 2015; Criminal Child Abuse background checks January 1, 2013; Minimum Competency Standards January 1, 2014 could be a test or portfolio.</p> <p>A new Iowa Association for the Education of Young Children has been formed serving Crawford, Sac, Carroll, Audubon, Greene and Guthrie Counties. Mollie S commented that having an Iowa AEYC has been around a long time, benefits include: professionalism, code of Ethics, good support group, high standards, and maybe want to consider investing funds for training they could offer.</p>		Set up committee list for board members and council member to choose from.
Conflict of Interest Statements	Board members signed or update their Conflict of Interest Statements.	Annual update	
Board Orientation	Annette Koster shared a power point for board orientation/review.	Training/Informational	
Community Input	<ul style="list-style-type: none"> <li>• Discussion was held about Newell Children Center closing. The financial struggles Licensed centers have for operational expenses. The lack of grants for operational expenses, continued efforts for fundraising, partnerships formed in Crawford County. Having child care is an economic impact to draw new business and employees. Storm Lake has seen child endangerment cases increase.</li> <li>• Annette K thanked board members who participated with the State Board meeting in September.</li> <li>• Lance Larson shared <i>hawk-i</i> brochures and printed materials are available to use and distribute, includes income guidelines, state phone number and the application for <i>hawk-i</i>. United Health Care is a choice for eligible members to choose as an insurance carrier.</li> </ul>		

	<ul style="list-style-type: none"> <li>• Cathie P shared Family Resource Center will be providing a 2 ½ hour training in Wall Lake <i>Steward of Children Darkness to Light</i>. Funding from CPPC, cost is \$10.00 a person.</li> <li>• Pam B shared Buena Vista County Public Health is offering free DTAP vaccinations for adults. Vaccine given to adults to protect the children. She worked with Retta Mitchell CCR&amp;R to host a child care provider night open to all three counties.</li> <li>• Mollie S shared Kids World will be hosting its 10 year birthday on October 18 please join them Chamber Coffee at 9:30, Spaghetti supper from 5:00 – 7:00pm, tours all day.</li> </ul>		
Motion to Adjourn	Tracy T made a motion to adjourn, seconded by Gale R, all in favor. 11:00 am	Motion Carries	

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.

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