

Better Tomorrows Early Childhood Iowa Area Board
Minutes of Meeting: September 7, 2016
Tama County ISU Extension, 12:00 p.m.

Members Present: Ron Buch, Larry Vest, Becky Heeren, Richard Arp, Kecia Appleby, Jenny Hulme, Pastor Brian Oliver, Kathy Koehn and Melissa Smith.

Members Absent: Frank Albertsen and Dean Close.

Others Present: Jennifer Barnett – Horizons, Carrie Sodders– MICA, Loretta Wuerdeman – Iowa Child Care Resource & Referral, Diana Strahan – First Five, Tara Joyce – Tama County Public Health Student Nurse, Laura Kopsa – Better Tomorrows Fiscal Agent, Lori Johnson – ECI Co-Director and Heidi Schminke – ECI Co-Director.

1. **Call to Order/Establish Quorum:** Chair Ron Buch called the meeting to order at 12:01 p.m. and introductions were made. Quorum achieved with 8 of 11 members present.
2. **Approval of Minutes:** Melissa Smith made a motion, seconded by Richard Arp **to approve the June 1, 2016 board meeting minutes as presented.** Motion passed unanimously.
3. **Financial Report:** Lori Johnson reviewed the financials noting that we had 13% carryover for FY '16. Larry Vest made a motion, seconded by Richard Arp **to approve the financials as presented.** Motion passed unanimously.
4. **Cyber Insurance Update:** Lori updated the group on the Cyber Insurance option for our policy. The general consensus from the group was to purchase the insurance for \$39 per year.
5. **Co-Director Reports:** Heidi Schminke noted that a legislative event had been held in Iowa City in August. There were six legislators in attendance including Representative Dawn Pettengill from our area. Those present stated they would try to increase our administrative percent from 3% to 5% and also consider making changes to the categorical funding but not eliminating them. Heidi also shared the new format for the board members to receive data from programs. This will be provided monthly rather than at the board meetings.

Kathy Koehn arrived at 12:10 p.m.

6. **State Director Meeting Report:** No State Director meeting has been held since the last board meeting.
7. **Childcare Center Discussion:** Lori noted that there had been some issues at Kids Corner in Toledo and that it had been mentioned in the local paper several times. The center is in the process of hiring a new director and expects to be able to stay open. Heidi mentioned that the center had not yet committed to participating in QECE and it was suggested the direct contact be made with board member Brian Sokol to encourage participation. Lori and Heidi will schedule a time to meet with him. Heidi also noted that there had been a language change made to the QECE contract to include return of goods if a center closes within two years of purchase.
8. **Horizons Report:** Jenny Barnet reported that the programs new office is in the same building as DHS and they have started collaborating for referrals. She also noted that she has been able to

purchase vegetables for participants in their program because she referred another renter to their building. The program also has two lots at the community garden and have given more produce to participants through that.

1. **MICA Report:** Carrie reported their program transitioned nine children from preschool to kindergarten and also transitioned new children into preschool.
2. **Tama County Nest Report:** No report.
3. **Tama County Public Health and Home Care Report:** No report.
4. **Kirkwood Report:** No report.
5. **QECE Report:** Heidi reported that she has evaluated seven rooms and will begin making incentive purchases later in September.
6. **Guest Program Reports:** Diana (First Five, Benton County) reported they have had approximately 25-30 referrals to their program and currently have six medical providers in Benton County providing referrals. This program can help find mental health resources, food, transportation and other resources.

Loretta (CCR&R) reminded the group that the new rules for childcare providers start October 1st and they include requiring providers to have an emergency preparedness plan.

7. **Approve Funding Sub-Committee Recommendations:** Lori shared the minutes from the sub-committee meeting with the group. She noted that all of the carryover dollars had been redistributed into programs that had not been fully funded with FY '17 dollars. Scholarships also received an increase because there is a waiting list for students, and there was not enough money initially budgeted. Becky Heeren made a motion, seconded by Kathy Koehn **to approve the funding sub-committee Recommendations.** Motion passed unanimously.
8. **Approve Community Plan Updates:** Heidi noted that the board had made no updates to the Community Plan in FY '16. FY '17 there were several changes including updating demographic data. Melissa Smith made a motion, seconded by Jenny Hulme **to approve the community plan updates.** Motion passed unanimously.
9. **Approve Annual Report:** Heidi reviewed the annual report noting that the snapshot was a complimentary piece to the report including the same information in a format that could easily be shared with others interested in what Better Tomorrows ECI does. Discussion was held. Kathy Koehn made a motion, seconded by Kecia Appleby **to approve the annual report.** Motion passed unanimously.
10. **Approve and Authorize Chair to Sign Annual Report Assurances:** Larry Vest made a motion, seconded by Richard Arp **to approve and authorize chair to sign annual report assurances.** Motion passed unanimously.
11. **Approve Membership Matrix:** Kathy Koehn made a motion, seconded by Becky Heeren **to approve the membership matrix.** Motion passed unanimously.

12. **Approve Executive Summary:** Melissa Smith made a motion, seconded by Jenny Hulme **to approve the executive summary.** Motion passed unanimously.
13. **Other Business:** Kathy Koehn expressed her appreciation to Horizons for providing space for the ABBE Center after the tornado in Vinton this summer.
14. **Public Comments:** Jennifer Barnett, Horizons, announced that there is now a survivors program in Benton County. Because of a grant that was received it will be expanded to include victims of violent crimes, not just murder. She also mentioned that they will have a part-time mental health therapist in their office.
15. **Adjourn:** Richard Arp made a motion, seconded by Pastor Brian Oliver **that the meeting adjourn.** Motion passed unanimously. Meeting adjourned at 1:00 p.m.

The next meeting will be held at 12:00 p.m. on November 2, 2016 at the Kirkwood Vinton Center.

Respectfully submitted,

Heidi Schminke
Co-Director