

Linn County Early Childhood Iowa Governance Board MINUTES
August 27, 2024 3:30 PM via Zoom.

Name	Present	Excused	Un-Excused	Guests	Staff
Karey Chase (human services) Board Member at Large	X until 3:59 pm				
Haley Desmond (business)		X			
Julie Hanlin (faith) Secretary	X @ 3:36 pm				
Shawn Knighton (citizen)	X				
Dan Louzek (health)	X				
Katie Marshall (citizen)	X				
Katheryn Paulsen (citizen)	X				
Kirsten Running-Marquardt (elected)	X				
Megan Waterman (parent) Chair-Elect	X @ 3:35 pm				
Drew Westberg (education) Chair	X				
Kristen Peyton, ECI Grant Coordinator					X
Amy Grunewaldt, ECI Director					X
Christi Regan, HACAP				X	
Meridith Myers, YPN				X	
Amy Becker, FLC				X	
Jaye Geater, HACAP				X	
Melissa Williams, GWAEA				X	
Hilary Robinson, GWAEA				X	
Jennifer Ryan, Tanager				X	
Teresa Daubitz, TIES				X	

Call to Order: Drew Westberg, Board Chair, called the meeting to order at 3:34 pm with quorum present (7/10), (8/10) at 3:35 pm and (9/10) at 3:36 pm.

Executive Committee Minutes: Included in the packet.

Welcome Comments from New Board Chair: Drew Westberg, Chair, welcomed all to the 1st FY 25 Board meeting and intends to create a survey for Board members to provide feedback and indicate their goals for the ECI Board this year.

Public Comment: Public invited to insert comments in Chat Box. No comments.

Action: Minutes of 6/25/24 ECI Board Meeting: Tabled.

Fiscal Year 2024 Closeout:

State ECI Annual Report lowagrants.gov: Summary included in the packet.

- Financial Statements:** The report, signed by the ECI Fiscal Agent/Dept Financial Director, illustrates FY 23 & 24 revenue and expenditure by source and service type.
- Board Matrix:** Peyton reviewed highlights: all meetings met quorum, all required representation was met, and Board Members volunteered 85 hours.
- Program Data (on IowaGrants.Gov):** Peyton shared her screen with the Annual Report on the Iowa Grants website opened. Peyton walked Board members through the different components, service areas, and completed a brief overview of some of the data entered. Board Members provided with link www.IowaGrants.gov if they would like to access the raw data.
- Community Plan Alignment:** Included in Board packet. As part of the Annual Report, local boards are to describe how their community plan aligns with the "We Are ECI" Strategic Plan 2023-2026. The State ECI goals are: infrastructure, communication, workforce, equitable access, and quality. These are the goals for all partners to strive to support. The Linn County ECI Board then identified key strategies, per Community Plan, they could address with funding and advocacy.
- Executive Summary:** A summary was included in their packet that highlights community priorities and collaborative partnerships.

Action: Submit Linn Co ECI FY 24 Annual Report & Financials:

- **MSC:** (Marshall, Hanlin) Motion and second to approve the submission of Linn County ECI FY 24 Annual Report and Financials. Motion carries unanimously.

Fiscal Year 2025 Launch:

Committees & Preference Survey: Executive and Finance Committee are the only two standing Committees per the by-laws. The ad hoc Committees are Community Awareness & Engagement, Nominations, Mental Health – Children and Providers Brain Health and Wellbeing, and CPPC Event Planning. Board members will be surveyed via a Google doc to indicate their Committee preference. Board members are asked to be a part of at least one Committee.

Program & Community Engagement:

Program Tour Sign-Up: Board members will be surveyed via a Google doc to indicate the top three programs they would like to tour this fiscal year.

Staff Monthly Engagement Efforts: A summary of ECI monthly engagement efforts was included in the packet.

Next Board Meeting: Board members indicated they would like to meet in-person for a few Board meetings this fiscal year. The next Board meeting will be held in-person on September 24, 2024 @ 3:30 pm with an electronic option.

Fiscal Operations:

Action: FY 25 AECIA Fees: Linn County ECI's FY 25 fee to be a member of the Association of Early Childhood Iowa Area Boards and Advocates is \$1,777. ECI \$ cannot be used for the lobbying efforts. Board members are invited to make a monetary donation towards the lobbying cost of the Association fee. If private donations are not received the lobbying efforts would need to be covered by other private donations received by other ECI areas. As a member of the Association the intent is that the Board will benefit from early childhood advocacy and education, community networking & trainings and community planning that supports families in Linn County. The goal of the Association is to ensure that the core values of ECI continues through Iowa code.

- **MSC:** (Waterman, Hanlin) Motion and Second to authorize the use of up to \$1,777 of ECI admin funds to pay for the FY 25 Linn County ECI fee to be a member of the Association of Early Childhood Iowa Area Board and Advocates. Motion carries unanimously.

Board Operations:

Action: Nomination FY 25 Slate of Board Members: The slate was presented.

- **MSC:** (Executive Committee, Running-Marquardt) Motion and Second to approve the New Board Members (1st term) as follows: Judy Stoffel and Charlie Nichols. Motion carries unanimously.

Action: Submit Contract Monitoring Schedule on www.iowagrants.gov: Schedule included in the packet. Peyton noted which programs are due for a review this fiscal year. Board members will be invited to attend the reviews.

- **MSC:** (Marshall, Knighton) Motion and Second to approve the submission of the Contract Monitoring Schedule. Motion carries unanimously.

Open Agenda: None.

Motion to Adjourn:

- **MSC:** (Paulsen, Waterman) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:15 pm.

Reviewer: Julie Hanlin, Secretary

Signature: 

Date: 9-24-2024

Recorder: Kristen Peyton

Signature: 

Date: 9.24.2024