

Linn County Early Childhood Iowa Governance Board MINUTES

October 22, 2024 3:30 PM via Microsoft Teams

Name	Present	Excused	Un-Excused	Guests	Staff
Karey Chase (human services) Board Member at Large		X			
Haley Desmond (business)		X			
Julie Hanlin (faith) Secretary	X				
Shawn Knighton (citizen)		X			
Dan Louzek (health)	X				
Katie Marshall (citizen)	X				
Charlie Nichols (citizen)	X				
Katheryn Paulsen (citizen)	X				
Kirsten Running-Marquardt (elected)	X				
Judy Stoffel (citizen)	X				
Megan Waterman (parent) Chair-Elect	X				
Drew Westberg (education) Chair	X				
Kristen Peyton, ECI Grant Coordinator					X
Amy Grunewaldt, ECI Director					
Amy Becker, HACAP				X	
Meridith Myers, YPN				X	
Crystal Hall, Tanager				X	
Melissa Williams, GWAEA				X	
Angela Easley, CCNC				X	
Jennifer Ryan, Tanager				X	

Call to Order: Drew Westberg, Board Chair, called the meeting to order at 3:36 pm with quorum present (9/12).

Executive/Finance Committee Minutes: Included in the packet.

Public Comment: Public invited to insert comments in Chat Box. Crystal Hall, with Tanager, indicated that she is on the meeting and having technical difficulties but can use the chat function to answer any questions regarding the agenda action item of out-of-state travel for the Tanager Mental Health Consultation program.

Action: Minutes of 9/24/24 ECI Board Meeting:

- MSC: (Marshall, Waterman) Motion and Second to approve minutes from September Board meeting. Motion carries unanimously @ 3:38 pm.

Annual ECI Performance Data Trends-Early Care and Education:

- Review of State Required Performance Measures- Early Care and Education-Child Care Slots: Peyton reviewed excel charts with 3-years of Funding, Outputs and Outcomes data for the Child Care Wraparound programs. Explanations of outlier data was explained and items to monitor were identified. All data was included in Board packet.

Board Operations:

Contract Compliance Reviews: Kristen Peyton will start the process of scheduling FY 25 Contract Compliance Reviews. Board members are invited to attend the reviews. Peyton will send a sign-up link once all the dates have been finalized.

Fiscal Operations:

Review Monthly Budget Utilization Summary: Peyton reviewed the monthly budget utilization summary and noted there are no specific concerns at this time, but ECI staff will continue to closely monitor program budgets- especially any with staffing transitions.

Program & Community Engagement:

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

Action: Tanager Mental Health Consultation Out-of-State Travel: The Infant & Early Childhood Mental Health Consultation (IECMHC) program is seeking Board action because they would like to use Professional Development \$ from their ECI budget to pay for an out-of-state training in Tampa, Florida in April. Details about the training were included in the packet. The intent is to review the Tanager IECMHC budget utilization closer to the time of the training to determine if they have enough \$ in their ECI budget to also pay for the travel costs associated with the training and if a Budget Revision will need to be submitted. Tanager has agreed to pay for any travel costs that ECI \$ don't. Board Members agreed that the training aligned with the program.

- **MSC:** (Louzek, Waterman) Motion and Second to approve the Tanager Infant & Early Childhood Mental Health Consultation program to pay for the registration cost for an out-of-state training in Tampa, Florida with their ECI funds. Motion carries unanimously at 4:07 pm.

Next Board Meeting: The next regularly scheduled Board meeting is during a holiday week. ECI staff will send a Doodle Survey for Board members to indicate their availability to find a different date. The Board meeting will be held in-person with a virtual option.

Open Agenda: None.

Motion to Adjourn:

- **MSC:** (Stoffel, Marshall) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:09 pm.

Reviewer: Julie Hanlin, Secretary

Signature: Julie Hanlin

Date: 1-28-2025

Recorder: Kristen Peyton

Signature: Kristen Peyton

Date: 1.28.25