

Linn County Early Childhood Iowa Governance Board MINUTES

November 22, 2022 3:30 PM via Zoom Webinar with public in person option available in CSB, 1240 26th Ave Court SW, Cedar Rapids Room # 2215.

Name	Present	Excused	Un-Excused	Guests	Staff
Richard Barrett (consumer)	X until 3:58 pm				
Linda Bigley (citizen) Secretary	X				
Karey Chase (human services)	X				
Julie Hanlin (citizen)	X				
Karen Lewis (citizen)	X				
Dan Louzek (health)	X				
Patrick Munyakazi (faith) Chair-Elect	X				
Andrea Rogers (business) Board Member at Large		X			
Ben Rogers (elected)		X			
Nancy Scheumann (citizen)		X			
Megan Waterman (citizen)	X				
Drew Westberg (education) Chair	X				
Jasmine Wu (citizen)		X			
Kristen Peyton, ECI Grant Coordinator					X
Amy Grunewaldt, ECI Director					X
Meridith Myers, YPN				X	
Teresa Daubitz, TIES				X	
Kelli Eggert, HACAP				X	
Angela Easley, CCNC				X	
Amy Becker, HACAP				X	
Hilary Robinson, GWAEA				X	
Kelly Nelson, NPP				X	
Christi Regan, HACAP				X	
Paula Vandervelde, CCR&R				X	

Call to order: Drew Westberg, Board Chair, called the meeting to order at 3:33 pm with (9/13) present.

Executive Committee Minutes: Included in the packet.

Public Comment: Public invited to share comments. No comments.

Action: Minutes of 10/25/22 ECI Board Meeting:

- **MSC:** (Munyakazi, Louzek) Motion and Second to approve minutes from October Board Meeting. Motion carries unanimously.

Annual ECI Performance Data Trends-Early Care and Education:

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

Board Operations:

FY 24 Bid Process Timeline: Included in the packet. Grunewaldt reviewed the timeline with Board members. The intent is that the Board will take action on the RFP at the February Board meeting and then issued to the community within a few days. Peyton will send a calendar invitation for two RFP review/discussion meetings.

FY 23 ECI Board Priorities: 1st Quarter Update: The FY 23 Linn Co ECI Board Priorities were included in the packet. The green text indicates the status of each task. The intent is to provide a quarterly update to inform Board members of the status of each task/priority.

Annual Board By-Laws Review: 2nd Review: No edits noted for the Board By-Laws. The Board Policy and Procedures will need reviewed and updated prior to Board Designation in October of 2023.

Fiscal Operations:

Review Monthly Budget Utilization Summary: Grunewaldt reviewed the handout in the Board packet and noted there are no specific concerns at this time and programs are in alignment with their budget utilization at this time last fiscal year, but ECI staff will continue to closely monitor program budgets-especially those with staffing transitions.

Program & Community Engagement:

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

NPP Program Presentation: Kelly Nelson with NPP provided an informational presentation about NPP's Short Term and Long Term in-home parent education and support services. Thank you Kelly!

Charitable Drive Event: Historically, ECI Board members select a charitable event to provide donations. Board members were in agreeance that this year they would like to conduct a book drive. ECI staff will collaborate with the Cedar Rapids Public Library to create a link where books can be purchased from. The intent is to have the purchasing link be live from mid-December through mid-January. Once we know the amount of books purchased, the Board can discuss how they should be distributed and place ECI logo stickers inside them.

Committees:

Community Awareness Committee: ECI staff created a Facebook page and ask that all Board members actively interact on the page. Community Awareness Committee members discussed hosting a marketing event later in the fiscal year to educate families and the community on ECI.

Mental Health Committee: Amy Grunewaldt met with a Mental Health Consultant that serves a different county and learned about that role. Amy will share that information at the next Committee meeting. The Mental Health Committee will be creating a mental health questionnaire/survey for child care providers, child care staff and families.

Next Board Meeting: January 24, 2022 @ 3:30 pm

Open Agenda: A reminder to Board members to submit their Conflict of Interest and Non-disclosure forms to Kristen Peyton.

Motion to Adjourn:

- **MSC:** (Waterman,Hanlin) Motion and Second to adjourn. Motion carried unanimously. Meeting adjourned at 4:14 pm.

Reviewer: Linda Bigley, Secretary
Linda Bigley

Signature: _____

12/05/2022

Date: _____

Recorder: Kristen Peyton

Signature: Kristen Peyton

Date: 12/6/2022