

**JMP (Jasper, Marion, Poweshiek) EARLY CHILDHOOD AREA  
BOARD MEETING MINUTES**

Marion County Public Health, 2003 Lincoln Dr, Knoxville  
Wednesday October 24, 2018 at 5:15 pm

<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>	<i>Unexcused</i>	<i>Non-Board</i>
John Grennan (business) Board Vice Chair	X				
Steve McCombs (elected)	X				
John Leeper (citizen)		X	X		
Muriel Johannessen (faith)	X				
Doug Cameron (education)	X				
Mary Lindberg (citizen) Board Treasurer	X				
Britney Schnathorst (consumer) Board Chair	X				
Betty Moll (health)	X				
Julie Wendl (human services)	X				
Amy Blanchard (Director)	X				X
Sue Gienger (CCR&R)	X				X
Rachel Garner (MCPH PAT)	X				X
Carol Camp (ISU Extension, Early Care & Ed)	X				X

- I. The meeting was called to order by John Grennan, Vice-Chair, at 5:17 pm.
- II. Roll Call: JMP Board Members present include Cameron, Grennan, Johannessen, McCombs, Moll, and Wendl. Schnathorst and Lindberg were present via phone. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of August 29, 2018 board meeting by Cameron. **Seconded** by Johannesson. Motion passed unanimously.
- IV. Public Comment/Provider Reports: Garner reported a second parent educator for Jasper PAT has been hired and five families have moved off the waiting list for services. Marion County PAT educators have a full load of families. Parent Cafes are well attended. Camp reported on several upcoming training opportunities in the service area including a Business and Childcare Record Keeping training. Symposium is scheduled for April 13, 2019. Geinger reported 10 new childcare registrations have come to CCR&R through the new collaboration with DHS. CCNC services are being coordinated through Heidi Hotvedt until a local solution can be developed. CCR&R is collaborating with Camp and Early Care and Education to offer CPR and First Aid training scholarships for child care providers.
- V. Treasurer's Report: Board reviewed the financial report current as of October 18, 2018. Lindberg noted spending is on track. Blanchard reported on a \$1,000 gift received from Wireless Zone. Additional funding from Wireless Zone might be available and Blanchard submitted a grant request for \$4,000 to help fund Quality Improvement Grants for preschools and daycare providers. Notification of grant dollars should be by the end of the year. Grennan asked the Treasurer's Report be accepted and filed for audit.
- VI. Director's Report: The director's report was included in the board packet. Blanchard highlighted the conferences attended and work being done to create a JMP website.
- VII. Old Business:

- a. ECI Summit Report: Blanchard reported on the Summit she attended on October 3<sup>rd</sup>. Highlights included the keynote speaker, Dr. Sarah Lytle, the discussion about business collaboration with Dawn Oliver of the Iowa Women's Foundation and the conversation with State Director, Carol Olson regarding shift-work and benefits.

VIII. New Business:

- a. FY18 Audit Report AUP: Board reviewed the Independent Accountants' Report on Applying Agreed-Upon Procedures provided by CliftonLarsonAllen LLP. After review and discussion, **motion** to approve the report by Cameron. **Seconded** by Moll. Motion passed unanimously.
- b. First quarter DAISEY reports were reviewed for family support providers. Garner discussed the hurdles related to credentialing the combined Parents as Teachers programs for Jasper and Marion counties with both the Iowa Family Support Network and as a Parents as Teachers affiliate. Both processes will be undertaken in March simultaneously. Garner anticipates the IFSTAN team will be on site for 1.5 days which will require a hotel stay. The length of the PAT site visit is yet to be determined.
- c. The tentative FY19 JMP Contract Monitoring schedule was published for review by the board. JMP board members are invited to attend one or more site visits as they are able.

IX. Other: Blanchard reported Dara Madigan, the WAGE\$ coordinator for the JMP service area, is leaving her position by the end of October. Blanchard also encouraged board members to be thinking of community members that might like to join the JMP board in the future.

X. Adjournment: **Motion** by Cameron to adjourn. **Seconded** by Johannessen. Meeting was adjourned at 6:10 pm. The JMP Board is scheduled to meet November 28, 2018 at 5:15 pm at Skiff Medical Center in Newton.