

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

Skiff Medical Center, South Board Rm, 204 N 4th Ave E, Newton, IA
Wednesday, November 28, 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	X		
John Leeper (citizen)	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
Denice Fischer (ISU Extension, Early Care & Ed)	X				X
Cookie Fuzell (MCPH Jasper PAT)	X				X

- I. The meeting was called to order by Britney Schnathorst, Chair, at 5:15 pm.
- II. Roll Call: JMP Board Members present include Cameron, Grennan, Johannessen, Leeper, Lindberg, Moll, Schnathorst and Wendl. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of October 24, 2018 board meeting by Johannessen. **Seconded** by Moll. Motion passed unanimously.
- IV. Public Comment/Provider Reports: Gienger reported on current trainings being offered as well as future trainings planned in the service area. Gienger also reported that Crayon Box, a child care center in Newton, closed its doors. Another center in Newton relocated and changed its name and she is receiving a steady stream of registration packets for potential new providers from DHS. Fischer reported on the collaboration between the local kindergarten teachers and the Resource Library for Next Generation Science standards. A recent business class for childcare providers saw nine in attendance, some of which were unregistered providers. The collaboration with CCR&R for First Aid/CPR scholarships continues successfully. Garner reports both MCPH PAT educators have a full load of families. Upcoming socialization events include a Christmas-themed event and a cooking demo with a WIC dietician. Recredentialing is slated for the Spring. Garner introduced Cookie Fuzzell as the newest PAT educator serving Jasper County. Fuzzell reported on upcoming collaborations with local partners to offer screenings and seek more families to participate. Jasper County Public Health is now also offering a home visitation program which could increase the total number of Jasper County families served. Board discussed the best way to differentiate between the two programs to ensure the best quality services are being offered to families that need support.
- V. Treasurer's Report: Board reviewed the financial report current as of November 21, 2018. Lindberg noted spending is on track.
 - a. Blanchard reported on a \$24,254.40 charitable gift donated to the Greater Poweshiek Community Foundation, received from the now-closed Jasper County Council for the Prevention of Child Abuse. Gift was intended by the donor to support Jasper County Parents as Teachers. The board discussed current needs for the program as well as how to best allocate the funds in

an effective manner. The program currently needs supplies to support its incentive program. Board anticipates the gift could be distributed in quarterly installments in order to support the program for a number of years. Garner will prepare a quarterly check request outlining the anticipated needs for the quarter. Board agreed Blanchard will review each request and Lindberg will approve the check request. Garner anticipates the initial disbursement request will be larger than subsequent requests.

- b. The JMP charitable fund has \$4,465.80 available for disbursement. Board requested an additional report be included in the Treasurer's report that reflects expenditures and income for the charitable funds.
- c. Blanchard is working with a web designer to create a website for JMP ECI. Estimated cost of initial creation and obtaining the domain name is \$600. Blanchard will work with the same designer that has an established relationship with the community foundation. Due to tight funding for board expenses this year, the board discussed funding the website design from the charitable donations. **Motion** by Cameron to allocate \$600 of charitable gifts to support the website design. **Seconded** by Lindberg. Motion passed unanimously.

Schnathorst 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 Performance Measures Committee work and the challenges of addressing the child care desert.
- VII. Old Business:
 - a. FY19 Contract Monitoring Schedule: Board members reviewed the schedule and signed up for visits as scheduling permits and if they had not already done so. .
- VIII. New Business:
 - a. JMP Designation Plan: Board reviewed Tool N: ECI Area Board Designation-General Policies. JMP ECI designation materials will be submitted by October 31, 2019.
 - b. JMP Community Plan: the 2015 Community Plan was distributed to the board via email for review. Blanchard also sent via email links to current needs assessments as drafted by local public health agencies and hospitals. Blanchard asked each board member to review a needs assessment and be prepared to report back to the board at the next meeting regarding needs identified in the community and how this pertains to the work of Early Childhood Iowa. Board agreed to address the process of reviewing and crafting the needs assessments as a full board but may choose to create a committee if it becomes too cumbersome a job to be completed during JMP board meetings.
 - c. JMP Strategic Plan: Blanchard noted a strategic plan is part of the designation process. Greater Poweshiek Community Foundation currently has grant funding to assist partner boards with crafting a strategic plan. JMP will begin the process in January or February with assessments and surveys. Timeline will be determined soon.
- IX. Adjournment: **Motion** by Cameron to adjourn. **Seconded** by Johannessen. Meeting was adjourned at 6:40 pm. The JMP Board is scheduled to meet January 23, 2019 at 5:15 pm at Skiff Medical Center in Newton.