

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

MercyOne Medical Center, South Board Rm, 204 N 4<sup>th</sup> Ave E, Newton, IA  
Wednesday, August 28, 2019 at 5:15 pm

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	<b>Unexcused</b>	<b>Non-Board</b>
Peter Hanson (consumer)		X	X		
Kisha Jahner (elected)	X				
Muriel Johannessen (faith)	X				
Brian Kingrey (education)	X				
Doug Cameron (health) Treasurer		X	X		
Mary Lindberg (citizen) Board Chair	X				
Britney Schnathorst (consumer) Board Vice Chair	X				
Julie Wendl (human services)	X				
Vacant (business)					
Amy Blanchard (Director)	X				X
Sue Gienger, Orchard Place CCR&R	X				X
Leanne Andre, Orchard Place CCR&R	X				X
Denice Fischer, ISU Extension Early Care and Ed	X				X
Rachel Garner, MCPH PAT, CCNC	X				X

- I. The meeting was called to order by Lindberg, Chair, at 5:20 pm.
- II. Roll Call: JMP Board Members present include Jahner, Johannessen, Lindberg, Schnathorst and Wendl. A quorum was reached.
- III. New Board Member Approval: Two applicants for JMP board membership were introduced. Board member applications for each were included in the board packet. Hanson was absent due to professional travel obligations. **Motion to approve** Hanson and Kingrey as JMP board members by Johannessen. **Seconded** by Jahner. Motion passed unanimously.
- IV. Approval of Minutes: **Motion to approve** minutes of July 25, 2019 board meeting by Jahner. **Seconded** by Wendl. Motion passed unanimously.
- V. Public Comment: Gienger reported on successful QRS applications in the JMP service area, 11 new home provider applications, upcoming Peer to Peer meetings and a new preschool set to open in Newton in September. Fischer reported on upcoming trainings and a partnership with the Newton YMCA to provide a session focusing on "Developing Relationships with Challenging Children." Garner reported Jasper PAT is serving 37 families and Marion PAT is serving 61 families. A successful Roll and Read event in Knoxville reached 250 people and Parent Cafés will resume monthly in both Jasper and Marion.
- VI. Treasurer's Report: No report as no disbursements were made in July. School Ready first quarter disbursements have not been received from the State yet.
- VII. Director Report: The Director Report was included with the board packet. Blanchard highlighted the 46 preschool scholarships awarded so far and anticipates the number will grow as we hear back from several other preschools.

VIII. Old Business

- a. The JMP board is recruiting a male board member from Marion County to represent a business perspective. Board members made several suggestions of potential candidates for Blanchard to contact.
- b. The board reviewed an update from SHARE Preschool which amends their budget for the Quality Improvement Initiatives grant awarded in April.
- c. Blanchard and Johannessen reported on the Strategic Planning process. Digital surveys to gauge impact of JMP programs were distributed. Nicole Behrens will collate data to inform the matrix map and strategic plan.
- d. Board reviewed a summary of signed conflict of interest forms.
- e. Blanchard and Kingrey updated the board on the status of the Association of ECI Areas. The Association will likely move forward.

IX. New Business

- a. Board reviewed the proposed FY20 board meeting schedule. Scheduled meetings are as follows:

Meeting Date	Tentative Agenda Items
August 28, 2019	Carry forward allocations, Board member recruitment, review annual report
September 25, 2019	Approve Community Plan Updates, Strategic Plan and review Designation Materials
October 23, 2019	Site Visit Calendar, Approve Designation Materials, 1 <sup>st</sup> quarter family support data, JMP Audit review
November 20, 2019	Board self-evaluation
January 22, 2020	Mid-year reports, review RFP and scoring rubric, board by-laws
February 26, 2020	Review contract monitoring process, review RFP schedule
March 18, 2020	POSSIBLE SITE VISIT FROM STATE DESIGNATION TEAM
April 22, 2020	RFP presentations, review site visit reports, director's evaluation
May TBD, 2020	RFP's and Granting
June 24, 2020	Annual Meeting to update conflict of interest, board succession, election of officers, and final budget approval

Board discussed changing the format for the RFP presentations and allocations as it is difficult for some board members to make a half-day meeting in May work within their schedules. Blanchard will revisit the process to determine if there is a better way to do it that is more amenable to the volunteers' schedules.

- b. The board reviewed the State ECI priorities, the current JMP priorities and proposed language changes to the JMP priorities that help align the two, as well as the indicators the Board can use to track progress.
- c. Board reviewed requests from JMP providers to allocate \$41,510.39 in carry-forward funding.  
**Motion to approve** the following allocation by Wendl:

	SR Admin	SR QI	SR Other	SR Interest	EC Interest	Totals
Director/Board Expenses	\$100.00		\$492.00	X	X	\$592.00
GPCF-Preschool Scholarship Fund	X	X	\$15,302.04			\$15,302.04
WAGE\$	X	\$525.00	\$618.35			\$1,143.35
GCDC Sliding Fee Scale	X	X	X			\$0.00
Grinnell Regional Public Health	X					\$0.00
Jasper Co Extension	X		\$2,000.00			\$2,000.00
Marion Co. Public Health-PAT	X		\$13,650.00			\$13,650.00
Marion Co. Public Health-I-Smile	X		\$1,000.00			\$1,000.00
Marion Co. Public Health-CCNC	X					\$0.00
MICA-Family Connections	X		\$1,000.00			\$1,000.00
Orchard Place-Provider Training	X		\$54.47	\$1,345.53		\$1,400.00
Orchard Place-Childcare Consultant	X			\$1,378.85	\$1,044.15	\$2,423.00
Orchard Place-Quality Improve Grants	X					\$0.00
JMP Professional Development Mini-Grant	X		\$2,000.00			\$2,000.00
Extended 4 year Preschool Mini-Grant	X		\$1,000.00			\$1,000.00
	<b>\$100.00</b>	<b>\$525.00</b>	<b>\$37,116.86</b>	<b>\$2,724.38</b>	<b>\$1,044.15</b>	

**Seconded** by Johannessen. Motion passed unanimously.

- d. Board reviewed annual data summary from providers. Trend data was included as available for the past three fiscal years.
- e. Board reviewed the completed JMP FY19 Annual Report. **Motion to approve** and submit the annual report by Jahner. **Seconded** by Wendl. Motion passed unanimously.
- X. Adjournment: **Motion** by Schnathorst to adjourn. **Seconded** by Johannessen. Meeting was adjourned at 6:35 pm. The JMP Board is scheduled to meet Wednesday, September 25, 2019. Location to be determined.