

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

Virtual Meeting Platform via Windstream HD Meeting  
Wednesday, August 26, 2020 at 5:15 pm

<b>Name</b>	<b>Present</b>	<b>Absent</b>	<b>Excused</b>	<b>Unexcused</b>	<b>Non-Board</b>
Steve Bernemann (human services)	X				
Kisha Jahner (elected)	X				
Mitzi Smith (faith)	X				
Brian Kingrey (education) Board Chair	X				
Doug Cameron (consumer)	X				
Mary Lindberg (citizen) Treasurer	X				
Britney Schnathorst (citizen)	X				
Julie Wendl (health)	X				
Michael Kacmarynski (business) Board Vice Chair	X				
Amy Blanchard (JMP ECI Director)	X				X
Denise Fischer (ISU Ext Early Care and Ed)	X				X
Sue Gienger (CCR&R)	X				X
Leann Andre (CCR&R)	X				X
Rachel Garner (MCPH PAT and CCNC)	X				X

- I. The meeting was called to order by Kingrey, Chair, at 5:19 pm. All meeting attendees participated remotely via an online meeting platform due to social distancing mandates caused by the Covid-19 pandemic.
- II. Roll Call: JMP Board Members present include Bernemann, Cameron, Jahner, Kacmarynski, Kingrey, Lindberg, Schnathorst, Smith, and Wendl. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of June 24, 2020 board meeting by Jahner. **Seconded** by Wendl. Motion passed unanimously.
- IV. Public Comment: Gienger reported on challenges for providers to locate enough supplies for programs to adequately address cleanliness measures due to Covid-19. She is working with three new potential providers to help them get registered and reported some providers are opting out of providing care due to Covid-19. Schnathorst inquired about providers working with families to help cover altered school schedules. Gienger responded there are collaborations happening but it will be a challenge for families with school-age children to find care on no-school days or if districts must switch to virtual learning. Jahner inquired about preschools that will not offer services this Fall. Gienger replied there are three she is aware of that will not be in session. Fischer reported on the first virtual training class held in July, Nature Explorer. CPR/First Aid classes are scheduled through December. Kingrey asked about location of CPR training in Knoxville. Fischer responded the Extension Office is lending the space. Garner reported family support services are still being offered through phone calls and virtual visits. Parent educators were a good source of support following the derecho to help families access relief services. Program offered a drop-off bag of activities for families and collected pictures of families participating in the activities which count towards the incentive programs. The CCNC is still on hiatus. Gienger is filling in with programs as she is able. Andre reported Gienger has been able to complete some visits meeting outdoors. Via email, Woodhouse reported I-Smile preschool visits are being scheduled.
- V. Executive and Committee Reports:

- a. Treasurer's Report: Our fiscal agent is switching financial management systems. No current report is available. The FY20 year-end report was included for review. Total carry forward including interest earned is \$80,033.84.
- b. Preschool Scholarship report was included in the board packet, including recommendations to amend the preschool scholarship policy for this fiscal year. **Motion** to maintain the \$200 maximum scholarship amount per preschool, maintain reimbursement of 100% of the tuition amount for families up to 145% of Federal Poverty Level, and increase from 90% of tuition amount to 100% of tuition amount for families up to 200% of Federal Poverty Level by Lindberg. **Seconded** by Schnathorst. Motion passed unanimously.
- c. Policy Review Committee Report: Kacmarynski and Kingrey have nearly completed a review of all JMP board policies. Committee is recommending one policy change at this time which addresses maximum numbers of terms allowed by a board member. **Motion** to approve Policy 1.1 as presented in the report by Kacmarynski. **Seconded** by Jahner. No discussion followed. Motion was approved unanimously.
- d. Director report was included in the packet. Blanchard inquired if board members had seen the FY21 press release in local newspapers in early August.

#### VI. New Business

- a. Reelection of board member Doug Cameron: With the aforementioned policy amendment, Cameron is eligible to serve a third board term. **Motion** to approve Cameron for another term by Wendl. **Seconded** by Bernemann. Motion passed unanimously. Cameron will fill the role of Consumer.
- b. Association of Early Childhood Iowa Area Boards: Information for membership was included in the board packet. **Motion** to renew membership in the AECIAB by Jahner. **Seconded** by Wendl. Motion passed unanimously. Dues will be paid from board expenses and lobbying fees will be paid from the JMP charitable fund. **Motion** to approve Blanchard as the JMP AECIAB designated voting member by Cameron. **Seconded** by Bernemann. Motion passed unanimously. Blanchard will send an online survey to board members to rank legislative priorities as presented by AECIAB leadership. Jahner suggested completing the survey soon will benefit the Association as work at the capitol will be ramping up in October.
- c. FY20 Annual Report Data: The Iowa Grants JMP Annual Report was included in the board packet in its entirety. Blanchard will submit the report by September 15<sup>th</sup> pending any edits to the Community Plan Update, Board Member Matrix, or Executive Summary noted by the board. **Motion** by Jahner to accept the FY20 Annual Report. **Seconded** by Smith. Motion passed unanimously. Board then reviewed trend data reports by program. Service numbers for most programs were clearly impacted by the pandemic. Blanchard encouraged board members to review the addendums also provided in the board packet to help understand the impact of JMP ECI funding on the families we serve.
- d. Allocation of Carry Forward Funding: The board reviewed a proposed budget for \$80,033.84 of carry forward funding. Two programs requested additional funding beyond what was requested in the original RFP. Grinnell Early Learning Center requested an additional \$3,000 for the Sliding Fee Scale. CCR&R, after a conversation with Blanchard regarding ECI emergency response opportunities, requested an additional \$10,000 to support child care providers with Covid-19 and derecho expenses. All other unmet needs were considered when allocating funds. **Motion** to approve the carryforward budget, as presented, by

Bernemann. **Seconded** by Wendl. Motion passed unanimously. Carry forward allocation is noted below.

**FY20 Carry Forward**

Total Amount Available: **\$80,033.84**

Carry Forward Amounts by Category:	\$435.20	\$4,166.91	\$69,729.78	\$68.30	\$5,633.65	Carry Forward Total
	SR Admin	SR QI	SR Other	EC Admin	EC Prog	
Director/Board Expenses	\$435.20	\$266.91	\$0.00	\$68.30	X	<b>\$770.41</b>
WAGES			\$500.00		\$633.65	<b>\$1,133.65</b>
GPCF-Preschool Scholarship Fund	X	X	\$27,729.78	X	X	<b>\$27,729.78</b>
GCDC Sliding Fee Scale	X	X	\$12,000.00	X	X	<b>\$12,000.00</b>
Grinnell Regional Public Health	X		\$0.00	X	X	<b>\$0.00</b>
Jasper Co Extension	X	X	X	X	\$5,000.00	<b>\$5,000.00</b>
Marion Co. Public Health-PAT	X		\$12,000.00	X	X	<b>\$12,000.00</b>
Marion Co. Public Health-I-Smile	X	X	\$1,500.00	X	X	<b>\$1,500.00</b>
Marion Co. Public Health-CCNC			\$0.00			<b>\$0.00</b>
MICA-Family Connections	X		\$2,000.00	X	X	<b>\$2,000.00</b>
Orchard Place-Provider Training			\$500.00	X		<b>\$500.00</b>
Orchard Place-Childcare Consultant				X		<b>\$0.00</b>
Orchard Place-Quality Improve Grants		\$3,900.00	\$500.00			<b>\$4,400.00</b>
Orchard Place-COVID/DERECHO GRANTS			\$10,000.00			<b>\$10,000.00</b>
PROFESSIONAL DEVELOPMENT GRANTS			\$3,000.00			<b>\$3,000.00</b>
	<b>\$435.20</b>	<b>\$4,166.91</b>	<b>\$69,729.78</b>	<b>\$68.30</b>	<b>\$5,633.65</b>	

e. Continuation of Tele-visits for Family Support: Blanchard updated the board on the status of home visits. Due to IDPH and ECI guidelines, face to face visits are still prohibited. Blanchard feels strongly that our parent educators are anxious to find a way to safely meet with families in person that follows best practice for health and safety for all involved. Without permission and guidance from IDPH, Blanchard believes we are precluded from allowing home visits. Blanchard will get an update from Janet Horras on Friday, August 28, regarding the status of home visits during an ECI Statewide Director call. Blanchard will share an update with the board as she is able and if there is a way for board members to advocate to the State of Iowa on behalf of our home visiting programs.

VII. Adjournment: **Motion** by Wendl to adjourn. **Seconded** by Bernemann. Meeting was adjourned at 7:20 pm.

VIII. The JMP Board is scheduled to meet on Wednesday, October 28, 2020 at 5:15 pm. The meeting will most likely be held virtually. It is noted October 28 is also Kingrey's birthday and he enjoys Swedish fish.