

**JASPER, MARION, AND POWESHIEK (JMP) COUNTIES EARLY CHILDHOOD IOWA  
BOARD MEETING Minutes**

Foundation Offices at Ahrens Park, 1510 Penrose St, Grinnell, IA 50112  
5:30 pm - Wednesday, August 30, 2023

| County | Name   | Present |   | Absent | Excused | Unexcused | Non-Board |
|--------|--|---------|---|--------|---------|-----------|-----------|
|        |  | IP      | V |        |         |           |           |
| P      | Patricia Hinrichs-(human services)               |         | X |        |         |           |           |
| M      | VACANT (citizen)                                 |         |   |        |         |           |           |
| M      | Brian Kingrey (education)- Board Chair           |         | X |        |         |           |           |
| J      | Mitzi Smith (faith)                              |         |   | X      |         | X         |           |
| P      | Doug Cameron (consumer)-                         |         | X |        |         |           |           |
| P      | Mary Lindberg (citizen)                          |         | X |        |         |           |           |
| J      | Britney Schnathorst (citizen) Board Treasurer    |         | X |        |         |           |           |
| J      | Julie Wendl (health)                             |         | X |        |         |           |           |
| M      | Michael Kacmarynski- (business) Board Vice-Chair |         | X |        |         |           |           |
|        |  |         |   |        |         |           |           |
|        | Amy Blanchard (Director)                         | X       |   |        |         |           | X         |
|        | Brenda O'Halloran (CCR&R)                        | X       |   |        |         |           | X         |
|        | Jenn West (MICA CCNC)                            | X       |   |        |         |           | X         |
|        | Jordan Link (MICA Family Connections)            | X       |   |        |         |           | X         |
|        | Robyn Belden (MICA Family Connections)           | X       |   |        |         |           | X         |
|        | Jasmine Bailey (Jasper County Extension)         | X       |   |        |         |           | X         |
|        | Sheena Sullivan (Short Years Partnership)        | X       |   |        |         |           | X         |
|        | Jenna Fleener (SIEDA)                            | X       |   |        |         |           | X         |

- I. The meeting was called to order by Kingrey, Chair, at 5:30 pm.
- II. Roll Call: JMP board members present include Cameron, Hinrichs, Kacmarynski, Kingrey, Lindberg, and Wendl. Schnathorst joined at 6:15 pm.
- III. **Motion** to approve minutes of June 21, 2023 board meeting by Kacmarynski. **Seconded** by Hinrichs. Motion passed unanimously.
- IV. Public Comment: West reported she is now certified as a CCNC and is working on getting information out to providers. 30 centers are currently enrolled in the program. Link and Belden introduced themselves to the board as the new educator and coordinator for Family Connections. Link reported she is going on home visits and working to enroll families. There are currently 11 active families. Bailey introduced herself as the new Early Childhood Education program coordinator, filling the role until a new training coordinator is hired to replace Denise Fischer. There are 31 trainings scheduled thus far. O'Halloran reported the program is serving many providers seeking help with IQ4K applications. She has met with both Bailey and West to coordinate trainings and services. Sullivan introduced herself as a representative of Short Years Partnership, a Parents as Teachers provider in a neighboring county. Fleener introduced herself as a representative of SEIDA, a Parents as Teachers, MIECHV, and FaDDS provider in Ottumwa.
- V. Executive and Committee Reports
  - a. Treasurer's Report: Two reports were included in the board packet, the end-of-year June report as well as the August report. Carry-forward totaled \$92,881.50. Blanchard sought the board's opinion regarding quarterly reimbursements for Jasper County Extension versus monthly reimbursements, per a request from the contractor. Board inquired if the same option should be allowed for all providers. Blanchard responded most contractors would prefer not to

carry the cost for the program for that long before being reimbursed but the overall size of the contract and the current transition period for this particular contract makes this a reasonable concession in the contract. Blanchard will check with other contractors to ensure equitable fiscal practice. Report was filed for audit.

- b. Preschool Scholarship Report: Report was included in the board packet. We have approved applications for 58 children at 9 preschools for a total of \$70,875. We are approving families up to 300% poverty level.
- c. ECI Director Report: Report was included in the board packet. Blanchard highlighted work a legislative coffee at the Foundation Offices that featured early educators MaryCatherine Streigal of Mustang Scholars and Valerie Steinbach of Grinnell Early Learning Center. Both women gave voice to many challenges in early education, particularly workforce issues and negotiating the process of meeting IQ4K standards.

VI. Old Business:

- a. Board is still seeking a Marion County board representative. Blanchard is interested in understanding the HHS alignment more clearly before onboarding a new member
- b. Hinrichs reported on an alignment meeting we attended with Director Garcia. Blanchard reported the ECI State Board is recommended for continuation according to the Boards and Commissions Review Committee recommendations that came out on August 29.

VII. New Business:

- a. AECIABA Membership: Board discussed value and impact of continuing membership in the Association of Early Childhood Iowa Area Boards and Advocates. **Motion** to continue membership and retain Blanchard as the board's delegate on the Association by Hinrichs. **Seconded** by Cameron. Motion passed unanimously.
- b. FY24 Contract Monitoring Schedule: Per a recommendation from the State ECI office, Blanchard reformatted the contract monitoring schedule and uploaded a copy to Iowa Grants in July. Board reviewed the schedule. **Motion** by Lindberg to approve the schedule. **Seconded** by Schnathorst. Motion passed unanimously.
- c. Family Support in Jasper and Marion Counties: Blanchard reported on the closure of the Parents as Teachers contract with Marion County Public Health. In preparation for finding a new contractor to provide services, Blanchard has contacted Short Years Partnership in Indianola, SEIDA in Ottumwa, Capstone in Newton, Families First in Pella, MICA in Marshalltown/Grinnell, as well as general outreach to Jasper County Cares Coalition. Board discussed challenges and benefits of securing a new provider in the near term. General consensus among board members is to proceed with a request for proposals.
- d. Request for Proposal for Family Support in Jasper and Marion Counties: Board reviewed the proposal and suggested increasing the amount of time the proposal was open for application and reviewing proposals at the regularly scheduled board meeting in October. Blanchard will amend the schedule and publish the RFP on Friday. **Motion** to approve the RFP with the noted changes by Wendl. **Seconded** by Cameron. Motion passed unanimously.
- e. FY24 Budget Amendments with Carry-Forward: Proposed budget was included in board packet. **Motion** to approve the revised budget as presented by Hinrichs. **Seconded** by Wendl. Motion passed unanimously.
- f. FY23 Annual Report for ECI: Board reviewed the information recorded in Iowa Grants for JMP. Minor corrections on the board matrix were suggested. Blanchard will make corrections and review

board terms. **Motion** to approve the annual report by Cameron. **Seconded** by Hinrichs. Motion passed unanimously.

- VIII. Other: Board discussed location of next meeting. After discussion, board decided an in-person meeting in Marion County with a Zoom option for providers and RFP presenters is appropriate. Kacmarynski will seek locations.
- IX. Adjournment: **Motion** by Hinrichs to adjourn. Next meeting is scheduled for October 25 in-person in Marion County and via Zoom. Meeting adjourned at 7:10 pm.

DRAFT

**JMP FY24 Budget REALLOCATION**

| Project                                 | Amount Requested    | FY24 Allocation from ECI |                    |                     |                   |                     | Amt Funded          | Amt Unfunded        | \$79,254.18        | \$ 17,589.58       | Total Funding with Carry Forward |
|---|---------------------|--------------------------|--------------------|---------------------|-------------------|---------------------|---------------------|---------------------|--------------------|--------------------|----------------------------------|
|   |                     | \$27,533.00              | \$61,854.00        | \$463,243.00        | \$6,799.75        | \$129,195.25        |                     |                     |                    |                    |                                  |
|   |                     | SR Admin                 | SR QI              | SR Other            | EC Admin          | EC Prog             |                     |                     | SR                 | EC                 |                                  |
| <b>Administrative Expenses</b>          |                     |                          |                    |                     |                   |                     |                     |                     |                    |                    |                                  |
| D & O Insurance                         | \$100.00            | \$79.00                  | X                  | X                   | \$21.00           | X                   | \$100.00            | \$0.00              |                    |                    | \$100.00                         |
| Board Liability Insurance               | \$35.00             | \$27.65                  |                    |                     | \$7.35            | X                   | \$35.00             | \$0.00              |                    |                    | \$35.00                          |
| Fiscal Agent                            | \$3,000.00          | \$2,370.00               | X                  | X                   | \$630.00          | X                   | \$3,000.00          | \$0.00              |                    |                    | \$3,000.00                       |
| Director                                | \$47,057.00         | \$19,273.55              | \$23,179.25        | X                   | \$4,604.20        | X                   | \$47,057.00         | \$0.00              |                    |                    | \$47,057.00                      |
| Director/Board Expenses                 | \$2,100.00          | \$1,595.80               |                    | X                   | \$424.20          | X                   | \$2,020.00          | \$80.00             | \$185.30           | \$301.00           | \$2,205.30                       |
| Audit                                   | \$5,300.00          | \$4,187.00               |                    | X                   | \$1,113.00        | X                   | \$5,300.00          | \$0.00              |                    |                    | \$5,300.00                       |
| <b>Program Expenses</b>                 |                     |                          |                    |                     |                   |                     |                     |                     |                    |                    |                                  |
| GPCF-Preschool Scholarship Fund         | \$80,000.00         | X                        | X                  | \$12,109.31         | X                 | X                   | \$12,109.31         | \$67,890.69         | \$67,890.69        |                    | \$80,000.00                      |
| GPCF-Preschool Scholarship Coordination | \$4,000.00          | X                        | X                  | \$4,000.00          | X                 | X                   | \$4,000.00          | \$0.00              |                    |                    | \$4,000.00                       |
| GCDC Sliding Fee Scale                  | \$36,000.00         | X                        | X                  | \$36,000.00         | X                 | X                   | \$36,000.00         | \$0.00              |                    |                    | \$36,000.00                      |
| Grinnell Regional Public Health         | \$12,800.00         | X                        | \$12,800.00        |                     | X                 | X                   | \$12,800.00         | \$0.00              |                    |                    | \$12,800.00                      |
| ISU Extension Early Care and Education  | \$33,306.00         | X                        |                    |                     | X                 | \$33,306.00         | \$33,306.00         | \$0.00              |                    |                    | \$33,306.00                      |
| TBD                                     | \$321,371.00        | X                        |                    | \$268,881.78        | X                 | X                   | \$268,881.78        | \$52,489.22         |                    |                    | \$268,881.78                     |
| MICA-Family Connections                 | \$101,000.00        | X                        |                    | \$95,088.00         | X                 | X                   | \$95,088.00         | \$5,912.00          |                    |                    | \$95,088.00                      |
| CCR&R/Orchard Place-Childcare Consult   | \$49,702.00         | X                        |                    |                     | X                 | \$48,566.00         | \$48,566.00         | \$1,136.00          |                    |                    | \$48,566.00                      |
| CCR&R/Orchard Place-QI Grants           | \$10,500.00         | X                        |                    |                     | X                 | \$10,500.00         | \$10,500.00         | \$0.00              |                    |                    | \$10,500.00                      |
| CCR&R/Orchard Place-Provider Training   | \$2,300.00          | X                        |                    |                     | X                 | \$2,300.00          | \$2,300.00          | \$0.00              |                    |                    | \$2,300.00                       |
| Professional Development Mini-Grants    | \$3,000.00          | X                        |                    |                     | X                 |                     | \$0.00              | \$3,000.00          |                    | \$3,000.00         | \$3,000.00                       |
| Preschool Quality Improvement Grants    | \$36,000.00         | X                        |                    | \$21,711.42         | X                 |                     | \$21,711.42         | \$14,288.58         |                    | \$14,288.58        | \$36,000.00                      |
| American Home Finding: CCNC Marion      | \$12,978.00         | X                        | \$12,978.00        |                     | X                 |                     | \$12,978.00         | \$0.00              |                    |                    | \$12,978.00                      |
| MICA: CCNC Jasper and Poweshiek         | \$86,391.00         | X                        | \$12,896.75        | \$25,452.49         | X                 | \$34,523.25         | \$72,872.49         | \$13,518.51         | \$11,178.19        |                    | \$84,050.68                      |
| To Be Determined                        | \$0.00              | X                        |                    |                     | X                 |                     | \$0.00              | \$0.00              |                    |                    | \$0.00                           |
| <b>TOTAL:</b>                           | <b>\$846,940.00</b> | <b>\$27,533.00</b>       | <b>\$61,854.00</b> | <b>\$463,243.00</b> | <b>\$6,799.75</b> | <b>\$129,195.25</b> | <b>\$688,625.00</b> | <b>\$158,315.00</b> | <b>\$79,254.18</b> | <b>\$17,589.58</b> | <b>\$785,167.76</b>              |
| <b>BALANCE:</b>                         |                     | \$0.00                   | \$0.00             | \$0.00              | \$0.00            | \$0.00              | <b>\$0.00</b>       |                     | \$0.00             | \$0.00             |                                  |

Changed from April Budget Approval

\$84,050.68

\$552,630.00 SR FY24 allocation  
 \$135,995.00 EC FY24allocation  
**\$688,625.00 FY24 Total**  
 \$129,000.00 FY23 Carry Forward Est with interest  
**\$817,625.00 FY24 Funding**  
**\$846,940.00 FY24 REQUESTED**

| Allocated (date) | Unfunded Amt | \$185.30 | \$11,178.19 | \$67,890.69 | \$301.00 | \$17,288.58 | Totals |
|------------------|--------------|----------|-------------|-------------|----------|-------------|--------|
| Carry Forward:   |              | SR Admin | SR QI       | SR Other    | EC Admin | EC Prog     |        |
| D & O Insurance  | \$0.00       | X        |             |             | X        | X           |        |
| Fiscal Agent     | \$0.00       | X        |             |             | X        | X           |        |
| Coordinator      | \$0.00       | X        |             |             | X        | X           |        |

|                                      |             |                         |                    |                    |                 |                    |  |
|--------------------------------------|-------------|-------------------------|--------------------|--------------------|-----------------|--------------------|--|
| Director/Board Expenses              | \$80.00     | \$185.30                |                    |                    | \$301.00        |                    |  |
| GPCF-Preschool Scholarship Fund      | \$67,890.69 |                         | X                  | \$67,890.69        |                 |                    |  |
| MICA CCNC                            | \$11,178.19 |                         | \$11,178.19        |                    |                 |                    |  |
| Preschool Quality Improvement Grants | \$36,000.00 |                         |                    |                    |                 | \$14,288.58        |  |
| Professional Development Grants      | \$3,000.00  |                         |                    |                    |                 | \$3,000.00         |  |
| TBD                                  |             | Add June interest here! |                    |                    |                 |                    |  |
| <b>Totals</b>                        |             | <b>\$185.30</b>         | <b>\$11,178.19</b> | <b>\$67,890.69</b> | <b>\$301.00</b> | <b>\$17,288.58</b> |  |
|                                      |             | \$0.00                  | \$0.00             | \$0.00             | \$0.00          | \$0.00             |  |

\$0.00