**Quad Counties 4 Kids Board Meeting Minutes**

**February 20, 2019 –6:00 p.m.**

**Creston Elementary School, 805 Academic Avenue, Creston, Iowa**

Chairman Don Gee Called the meeting of the Quad Cities 4 Kids ECI Board to order at 6:00 p.m. at the Creston Elementary School.

Members Present are marked with an X, excused with an E, absent with an A and Conference Call with a C:

**Adams Ringgold Taylor Union**

Kristyn Mercer E Jodi Rushing E Scott Marcum X Callie Anderson X

Don Gee X Vacant Karen Shawler E Kathy Ralston E

Angie Mullen X Vacant Jenny Robinson X Vacant

**Others Present:** Lori Henrichs, Taylor County GSF and Vicki Sickels, Director.

**Additions/Approval of Agenda**

Jenny Robinson moved that the agenda for the meeting be approved as presented. Scott Marcum seconded the motion which passed unanimously.

**Approval of Minutes of October 24, 2018 Meeting**

Following review, the date of the meeting was changed from October 29 to the actual meeting date of October 24. Scott Marcum moved to approve the corrected minutes the of the October 24, 2019 meeting. Callie Anderson seconded the motion which passed unanimously.

**Approval of New Board Member**

A board member application for appointment of Tasha Moore to represent Ringgold County was presented for consideration. Tasha works for Connections and recently oved back to the area from Texas.

Angie Mullen moved to approve this appointment to the board. Jenny Robinson seconded the motion, which passed unanimously.

**Report from the finance Committee**

Don Gee reported that the FY 2019 vouchers were reviewed by the finance committee as follows:

* School Ready Expenses for FY 2019 since our last meeting = $61,661.75. Total cash balance = $52,833.35
* Early Childhood Expenses for FY 2019 since our last meeting = $7594.56. Total cash balance =

Scott Marcum moved to approve the financial reports as presented. Angie Mullen seconded the motion which passed unanimously.

**Amendment of Family Support Program Contracts in Taylor and Adams County**

The Adams Taylor Behavioral Health Coalition has been able to fund a portion of the Adams and Taylor County Parents as Teachers programs. This enables us to reduce our contract amounts for these programs which will allow us to carryover funds into FY2020 to sustain the programs without prevent child abuse funds.

Scott Marcum moved to approve contract amendments as follows:

* Taylor County Extension reduction of an additional $1,500.00 for a new total of $37,444.68
* SWCC reduction of an additional $1,500.00 for a new total of $150,668.35. This is for Adams County only.

Jenny Robinson seconded the motion, which passed unanimously.

**MOU for Nurtured Heart Approach**

Liz Timmerman and Darcy Dalton have agreed to provide Nurtured Heart Approach training in Lenox at cost of $300 for each plus mileage of $ 0.39. The cost of books ($15 each) will be paid for by the Adams Taylor CHI Behavioral Health Coalition. The dates of the training will be March 7 and 12. Misha Curtis will cater the meals at a cost of $10/person

 Angie Mullen moved to issue a MOU to Darcy Dalton and Liz Timmerman to facilitate the sessions and have Misha Curtis provide the meals as stated. Jenny Robinson seconded the motion which passed unanimously.

**Approval of issuing provider mini-grants**

The board reviewed the application forms for the following mini-grants:

* In-home providers—safety items based upon visit from CCRR. Amount from $200-$1,000 based on QRS rating
* Child Care Centers—Serving ages 0-3 years old. Must be DHS licensed and have QRS rating of at least 3 or meeting other quality guidelines. Amount Up to $2,500.
* Preschools—Servicing 3 to 5-year old children, be DHS licensed and meeting quality guidelines. Amount up to $2,5000.

Callie Anderson moved to approve the application forms as presented. Angie Mullen seconded the motion which passed unanimously.

The board considered a question from an in-home provider whether a lawn mower would qualify for funding. It was the consensus of the members that this would not meet the quality guidelines as intended. Vicki will notify the provider.

**Review Family Support Semi-Annual Data**

The board reviewed data that was compiled from DAISY for the family support programs we fund. The board reviewed all data available including number of visits and cost per visit. Recruitment ideas were discussed. The board requested that we invite Kristie Nixon, SWCC PAT Supervisor for Adams and Union Counties to present to the board since this is the largest single contract the area has. Vicki will make the invitation.

**SWOT Analysis**

The SWOT analysis and strategic planning session the board requested will take place March 11 at the Pizza

Ranch in Creston. Steve Adams, ISU Extension will facility the discussion and give us a written report. The cost for the service is $750.00

 Jenny Robinson moved to approve the paying of the $750 fee for the SWOT analysis. Scott Marcum seconded the motion which passed unanimously.

**FY2020 RFR**

Vicki presented a timeline for the renewal that showed the dates in the process with a final due date of Friday, April 19. The following board members volunteered to serve on the Request for Renewal Committee: Jenny Robinson, Don Gee, Scott Marcum and Angie Mullen. The meeting will be April 29 at the Pizza Ranch in Creston. Vicki will prepare the spreadsheets to be used for decision making.

**Director Report to the Board**

The following items were presented in written form and discussed as needed:

* Director calendar
* Scholarship Report. Currently only 45 scholarships are in place. This is unchanged from the last report.
* Nurtured Heart Approach had 37 attended in Creston and 27 in Mount Ayr. Registrations for Lenox are currently 38 but we may miss some because of the change in dates due to snow.
* ICAP Safety grant purchased Ring Video Recorder and Security Light. These will be given to centers and preschools during visits if needed.
* Families First Act is a federal mandate concerning DHS placement of children moved from the home.
* Federal Preschool Grant information was shared
* Preventing ACEs training is available online
* Central Slice day on the hill is March 5
* Prevent Child Abuse Conference will be May 6 & 7
* Family Support lunch and learns are held quarterly on a Thursday and repeated Friday so more can attend.
* Tool FF changes were reviewed.
* CCNC—Laura Peterman has been hired by Marion County Public Health to fill the position. She is in training. She will provide services to Ringgold County in our area. We have not met her.

**Agency Updates/Board Members Activities/Public Comments**

 None were given.

**Future Meeting Dates**

March 27 and May 22. We will only meet in June if there is business that requires action. The RFP committee will meet in April.

**Adjournment**

Callie Anderson moved and Scott Mullen seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned at 6:58 PM.

Respectfully Submitted,

 Angie Mullen, Secretary Don Gee, Chairperson