**Quad Counties 4 Kids Board Meeting Minutes**

**August 29, 2018 –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**

Vacant Jodi Rushing E Scott Marcum X Bob Brown E

Don Gee X Vacant Karen Shawler E Kathy Ralston X

Angie Mullen X Vacant Jenny Robinson X Vacant

**Others Present:** Lori Henrichs, Taylor County GSF; Kristyn Mercer and Callie Anderson, board members to be appointed and Vicki Sickels, Director. We were also happy that Jenny Robinson brought her baby son, Trenton, to the meeting.

**Additions/Approval of Agenda**

Kathy Ralston moved that the agenda for the meeting be approved with the addition of Callie Anderson as board member appointment. Scott Marcum seconded the motion which passed unanimously.

**Approval of Minutes of May 23, 2018 Meeting**

Following review Jenny Robinson moved to approve the minutes of the May 23, 2018 meeting. Scott Marcum seconded the motion which passed unanimously.

**Appointments/Reappointments to the Board**

The following new board members were presented for approval: Kristyn Mercer, Adams County and Callie Anderson, Union County. Jenny Robinson and Kathy Ralston were agreeable to re-appointment. Scott Marcum moved the before mentioned all be appointed to the board effective immediately. Angie Mullen seconded the motion which passed unanimously.

**Report from the finance Committee**

The final financial statements for FY 2018 were presented as follows:

* School Ready
  + Expenses for FY2018= $345,081.36
  + Cash balance = $64,784.46 (19%)
* Early Childhood
  + Expenses for FY2018 = $47,743.76
  + Cash balance = $2,533.35 (6%)

More detail is included in the Annual Report which will be reviewed as an agenda item.

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

* School Ready Expenses for FY 2019 = $22,730.09
* Early Childhood Expenses for FY 2019 = $1,904.62

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

**RFP for CCNC from Marion County Public Health**

A history of the activities and meetings surrounding CCNC services for Ringgold County is included on the Director Report. Vicki briefly explained what had transpired. The following options are available to Marion County Public Health for CCNC services: 1) Hire a nurse to fill the position, 2) Contract with some other agency to provide the service or 3) Sign a MOU with another agency allowing them provide the service directly.

Marion County Public Health submitted an RFP in the amount of $5,000 to provide services to Ringgold County. They hope to have a nurse hired shortly for the position. Following review of the submitted RFP, Jenny Robinson moved to approve the funding request. Scott Marcum seconded the motion which passed unanimously. Vicki Sickels will issue a contract to Marion County Public Health immediately.

**FY2018 Annual Report Review**

Bound printed copies of the annual report were distributed to all. Director Vicki Sickels reviewed each section of the report which included the Executive Summary, Program Reports and Financial Statements. A separate report for the Family Support Programs that is a little easier to read was also reviewed. Questions were answered as needed. It was pointed out that we are within the 20% allowable carryover in funding with 19% in School Ready and 6% in Early Childhood. This was by design so we would have enough School Ready funding for our Family Support Programs for FY2019. Following review, Kathy Ralston moved that the FY2018 Annual Report be approved for submission to the State ECI Office. Jenny Robinson seconded the motion that passed unanimously.

**Evaluations**

The board reviewed the Board Self-Evaluation and the Director Evaluation.

**Board Membership Update**

Vicki Sickels attended a PAT dad’s meeting in Ringgold County to see if anyone would be interested in serving on the board after they are no longer in the PAT program. Two members are considering it.

**Director Report**

A written report that included the following was shared and discussed:

* A calendar of director events since the last meeting
* Preschool scholarship update
* Possible Family Support Funding opportunity—Adams/Taylor Behavioral Health Coalition is able to fund part of the PAT programs in each of the two counties. We will have a better idea of how much that will be after the next coalition meeting.
* Nurtured Heart Approach Training-will be in Mount Ayr and Creston. Waiting for confirmation of locations before registration
* I was a grant reviewer for the Iowa Family Support Credentialing program RFP
* Information on the Early Childhood System Summit was shared.

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

None

**Future Meeting Dates**

October 24, January 30, 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**

Kathy Ralston moved and Jenny Robinson seconded that the meeting adjourn. The motion passed unanimously. The meeting adjourned at 7:00 PM.

Respectfully Submitted,

Angie Mullen, Secretary Don Gee, Chairperson