

**Dubuque County Early Childhood (DCEC)
Board Meeting Minutes, Tuesday, February 23, 2017
Dubuque Schools Administration Building**

Present:

Joel Reicks, Chair, Citizen
Nick Patrum, Vice Chair, Citizen/Business
Nancy Bradley, Citizen/Education
Amy Cameron, Citizen
Kris Croatt, Citizen
Kim Glaser, Citizen/Health
Michelle Milbert-Parsons, Citizen/Human Services
Angela Petsche, Citizen/Health
Bob Shaw, Secretary, Citizen
Don Vrotsos, Citizen/Justice System

Brian Recker, Citizen
Jake Rios, City Council
Ashley Weber, Citizen
Jay Wickham, Board of Supervisors

Guests:

Amy Kallaher, Parents as Teachers (PAT)/Four Oaks
Kristy Fenwick, PAT/Four Oaks
Julie Raymond, PAT/Four Oaks
Stephanie VanGroll, Child Care Resource & Referral (CCRR)
Stacey Killian, Visiting Nurse Association

Absent:

Gina Blean, Citizen/Parent
Jim Guentherman, Citizen/Faith
Linda Martin, Citizen/Education

DCEC Staff:

Sherri Edwards, Director
Michelle Atterbury, Intern

At 12:10 p.m., Chair Joel Reicks called the meeting to order with a quorum present and facilitated introductions.

Review of Agenda: Joel presented the agenda; no comments were offered. An in-kind form circulated for members to complete.

In-Service Session: On behalf of the Long-Range Planning Committee, Joel introduced the second opportunity for board members to learn through program exhibits, presentations, and discussions. Board members broke into three groups to spend time learning about DCEC's supported programs and to ask questions. This activity will be continued at the next board meeting. Joel thanked program representatives for their time. He also thanked Nancy for arranging the room for DCEC use.

Approval of Minutes: Joel introduced minutes submitted for approval and asked for comments. None were offered. **Kris moved, Kim seconded, to approve the January 24, 2017, meeting minutes as written. Motion carried unanimously.**

Consent Agenda: Joel introduced the consent agenda submitted for approval and asked for comments. Related to her report, Sherri explained upcoming plans for April as Month of the Child, including DCEC's Children's Drawing Contest, *Family Connections* booklet, and other partnership projects. **Nancy moved, Kim seconded, to approve the consent agenda. Motion carried unanimously.**

Action Items:

- 1. Member Nomination** – As the new Board Development Committee Chair, Nick introduced the nomination of Kevin Lynch, Dubuque City Council, to replace Jake Rios on the board. Sherri provided bylaws information on this position. **Don moved, Angela seconded, to approve Kevin Lynch for the City Council position effective immediately to fulfill the remainder of Jake's term. Motion carried unanimously.**
- 2. Mid-Year Funding Reduction** – On behalf the Executive/Finance Committee, Joel introduced a recommendation to amend DCEC budgets based on a pending mid-year funding cut across Iowa programs. DCEC's state office released information to date including possible percentages for the cuts. To expedite implementation of this for DCEC's budgets and allow programs enough planning time, the committee worked with program contacts and formulated adjusted School Ready and Early Childhood budgets founded in the packet. The committee also applied for and

received a \$1,000 donation from a business partner to help defray the cuts under School Ready. Don clarified that 5% is the most that would be cut. Sherri said that the state office expects to release final percentages next week. Joel asked for any discussion. Then he reviewed the committee's recommendation and impact on budget line items. **Kris moved, Nancy seconded to approve the adjusted budgets as stated with the contingency that the committee make adjustments if the state releases another percentage for the cuts or if cuts don't occur.**

Old Business:

- 1. Collaboration/Advocacy Updates/Day on the Hill** – Sherri shared two handouts, including DCEC's Executive Summary for the last Annual Report and a family support survey report, which will go to legislators at next week's Day on Hill. Several program representatives will attend along with Sherri and Michelle. The group also will share program information and impact of the pending formula change for the Early Childhood allocation.
- 2. Dubuque Racing Association (DRA) Grant** – As discussed at the last board meeting, Sherri proceeded with the grant concept to support emergency supplies for child care providers. The proposal is almost complete and will be included in the next board packet.
- 3. Early Childhood Funding Survey** – On behalf of the Executive/Finance Committee, Joel opened discussion on the questions as shared with the board through an electronic feedback survey. Nick summarized the two options that a state workgroup may propose to change the formula and the impact on Dubuque County. The current formula for Early Childhood is the number of children age zero to five on the Family Investment Program (FIP – cash assistance to eligible families). New options would use multiple data factors in determining the amount each area would receive. Four DCEC Board members gave feedback in advance of the meeting. Joel asked for further discussion on the survey questions to galvanize a local response. Board members noted challenges of responding to survey questions and considered regional and local implications of this change. Sherri shared two other areas' responses. Finally, members determined consensus responses to the survey questions and asked Sherri to submit by the state's deadline. The final responses will be included in the next board packet.

Kim left the meeting at 1:10 a.m. A quorum remained.

New Business:

- 1. Program Observation Opportunities** – As announced via e-mail, Sherri explained an opportunity for board members to go on program observations to view staff delivering services to children and child care providers. A sign-up sheet circulated. Any member with questions or interest can contact Sherri.
- 2. Input from the Community** – None offered.

Adjournment: Don moved, Bob seconded, to adjourn the meeting at 1:20 p.m. Motion carried unanimously. The DCEC Board will meet next on March 28, 2017, 12:00 p.m. at Keystone AEA, 2310 Chaney Road, Dubuque.

Respectfully submitted, Sherri Edwards, Director, Dubuque County Early Childhood