

**Johnson County Empowerment-Early Childhood Iowa Board**  
**Meeting Minutes**  
**Thursday, March 24, 2022**  
**6:30-8:00 p.m.**

**Members present:** Chris Carman, Jon Green, Rick Leyendecker, Richard Lipman, Emily O'Sheridan-Tabor, Lori Roetlin (6:35), Angel Taylor (6:38), Joan Tephly (6:33), Susan Dale Wall

**Members absent:** Cheryl Collins, Marguerite Oetting

**Staff Present:** Samantha Turnbull, Laurie Nash

**Guests:** Lora Hora (CCR&R)

**1. Call Meeting to Order, Establish Quorum, and Approve Previous Meeting Minutes [Board Action]**

**Board Chair Richard Lipman called the meeting to order at 6:30 PM**, attendance was taken, and a quorum was recognized with 6 of 11 members present. This quorum was later increased to 9 of 11, when three additional members joined (times noted above). **Jon Green made a motion to accept the minutes from 2/17/22.**

**Seconded by Rick Leyendecker. Passed unanimously.**

**2. Public Comment:** No public comment was received at tonight's meeting.

**3. Director's Report** (A summary of key items is provided below; refer to March Board Packet for full details)

- **Designation:** We have received notification that the ECI state board has re-designated us as an ECI area board. Rich, Chris, Jon and Sam made a presentation about our board activities to the State ECI Board on Friday March 4th. The presentation was well received.

-**The ECI state office has been moved** from the Department of Management to the Department of Human Services by an MOU between the agencies. This has not been legislated yet and is being considered a trial period to see if it is a good fit. Our board discussed the Department of Human Rights as another potentially good fit to house the ECI state office. We discussed implications of these various options and will continue to monitor this issue.

-**Early Childhood Day on the Hill** is now Wednesday March 30th. Sam plans to attend and welcomes any board members who wish to join her. Jon expressed interest in attending if his schedule permits.

-**Expense Report:** Our February 2022 expense report is in the monthly board packet.

-**School Ready Scholarships:** We currently have 12 families on our scholarship wait list.

-**Car Seats:** Sam is looking at scheduling a car seat clinic in April or May.

-**Site Visits:** Sam is getting site visits scheduled with all our programs in April. She will circulate a sign up list to members with dates/times. She would ideally like to have 2 board members present at each site visit.

-**Car Seat and Pack N Play Drive:** We have been conducting a car seat and pack n play drive, and have received donations from High Point City Church, Grace Community Church, One Ancient Hope, and Veritas.

-**Kites for Kids:** Will take place on several Saturdays throughout April. Sam plans to distribute books and leftover materials from the resource fairs last year to raise awareness about JCE/ECIA.

-**Week of the Young Child:** Sam is assisting with community planning for this year's event.

- **Health Committee update.** Susan Dale Wall shared that state service area maps for various child and maternal health grants have been redrawn, so some of our key community partners will be involved in reapplying for some of their core public health funding. This could potentially affect our contract for Dental Health and Child Care Nurse Consultant services, since its possible that base state funding could switch to new grantees effective 10/1/22. Susan shared that the UAY Home Health program is working to develop a workable means to complete developmental and postpartum depression screenings using the virtual visit format. Our Health Committee will

continue to follow each of these issues. Susan said the Johnson County Dental Program (funded by us) has a multi-lingual student working with them who should be very helpful in outreach and follow-through efforts.

**4. Public Budget Hearing Planning [Board Action]** Our board's required annual Public Budget Hearing meeting has traditionally been held during the hour prior to our April meeting. Sam has a presentation on the budget that she is prepared to share at this year's meeting. This presentation will also serve as a timely refresher for board members on the Empowerment budget, given upcoming RFP decisions. **Chris Carman moved that the JCE-ECIA annual Public Budget Hearing be held from 5:30-6:30 on Thursday, April 21, 2022 and include a budget overview presentation by Sam, to provide context for receiving comments from the public and board members. Seconded by Jon Green. Passed unanimously.**

**5. 1st and 2nd Quarter Reports [Board Discussion]** Refer to the March Board Packet for summary charts of 1<sup>st</sup> and 2<sup>nd</sup> Quarter Reports from our contracted agencies. Sam highlighted the following items for particular focus at this point in the fiscal year:

- a) Dental Vouchers- Significant underspending, with only \$1,590.63 spent from the \$23,200 budget.
- b) Direct Early Care programs not on track with 75% child attendance. Covid outbreaks and weather closures this year have affected attendance, but this remains a key indicator to watch.
- c) UAY Home Health- This program is working on ways to complete developmental and postpartum depression screenings using the virtual visit format. While there are pandemic-related reasons for difficulties in these areas, it is important for the virtual visit approach to work, as the screenings remain an essential part of our services.
- d) Staff openings in JCPH Child Care Nurse Consultant program and RVAP Child Sexual Abuse Prevention Training are being tracked.
- e) 4C's Provider Services and Registered Home Start Up Services had a budget reduction made at a prior meeting due to significant underspending. However, a low rate of spending continues, and these programs are not on track to achieve several established goals.

Chris Carman raised the question of how underperformance could affect the priority level assigned to some applications as part of our upcoming RFP reviews. Laurie Nash shared that in determining applicant priority levels, it will be important to look at individual programs involved and their: a) level of underspending, b) rationale for the performance issues and c) the level of communication/ cooperation extended to JCE-ECIA by the contractor in addressing their problems. Sam shared that there will be five years of objective performance data for RFP Subcommittees to review while determining priority levels for individual applications.

**6. JCPH Dental Contract Amendment, NCJC WRAP Contract Amendment and Updated FY 22 Budget [Board Action]** See March Board Packet for full written contract amendments and Updated FY22 Budget. After a helpful presentation by Sam on these budgetary issues, **Rick Leyendecker moved that the board approve: a) the JCPH Dental Contract Amendment, b) the NCJC WRAP Contract Amendment and c) approve the Updated JCE-ECIA FY'22 Budget which makes the following specific changes:**

- reduce the JCPH Dental Contract by \$12,200 to a final revised level of \$11,000.
- increase NCJC WRAP Contract Amendment by \$14,000 to a final revised level of \$46,742.
- eliminate \$1,000 from the JCE-ECIA FY'22 Professional Development line item, reducing it to \$0
- eliminate \$1,000 from the JCE-ECIA FY'22 Community Awareness line item, reducing it to \$0

**Motion seconded by Emily O'Sheridan-Tabor. Passed unanimously.**

**7. FY23 RFP subcommittees:** A chart was included in the March Board Packet with a roster of Board member assignments to the four RFP Subcommittees. Sam reviewed key background information that will be provided to each Subcommittee in considering past grant performance of RFP applicants. She also went over a new Scoring

Sheet which was developed for the upcoming RFP reviews. Board members and staff discussed questions on the process, so everyone has clarity before the revised approach is put into use in April.

**8. Adjourn- Susan Dale Wall made a motion to adjourn. Jon Green seconded. Passed unanimously.**

**Next Monthly Meeting: Thursday, April 21, 2022 6:30-8:00 PM**

Submitted by Board Secretary Chris Carman