

Johnson County Empowerment-Early Childhood Iowa Board
Meeting Minutes
Thursday, May 20, 2021
6:30-8:00 p.m.
With correction made on 6-15-21

Members present via video: Chris Carman, Rick Leyendecker, Richard Lipman, Emily O'Sherridan-Tabor, Lori Roetlin, Angel Taylor, Joan Tephly (joined at 6:45 PM), Susan Dale Wall.

Members absent: Pat Heiden, Marguerite Oetting.

Staff Present: Laurie Nash, Samantha Turnbull

Guests: Debbie Ackerman of Johnson County Public Health Department

Board Chair Richard Lipman called the meeting to order at 6:33 PM, attendance was taken, and a quorum was recognized with 8 of 10 members present (as reflected above).

1. Review Agenda and Budget Report. Approve April Meeting Minutes [Board Action] Passed unanimously.

2. Public Comment Debbie Ackerman of Johnson County Public Health Department reported that the Iowa Department of Public Health recently lifted mandatory masking requirements for child care programs and also removed quarantine requirements for children exposed to Covid19 while in a child care facility. Local staff have been fielding questions on these changes. The revised practices have not been in effect long enough to know what impact they may have on confirmed Covid19 cases among young children in Johnson County.

3. Director's Report: Highlights of the May Director's Report are shown below. The full report is contained in the May Board Packet:

o **Two board members resigned since the April meeting:** Melva Hughes accepted a new job in which her hours conflict with our regular Board meetings and Rich Mathias resigned for unspecified reasons. A Nominations Committee is forming per Board policies. Note: these two vacancies were taken into account in determining that a quorum was present for tonight's meeting.

o **State ECI** announced the Iowa Legislature passed a 2.5% increase in School Ready funds for the coming year and increased the allowable Admin cap to 5%. The State Board also released new Family Support Program in-person visit guidance advising that in-person visits take place when families and FSP staff are both vaccinated and comfortable with in-person visits.

o **Infant Safety:** Our car seat clinic on April 24th was a great success. We checked and installed 27 car seats and provided 21 new car seats to children.

o **Site visits** are nearly complete. Sam has also been visiting our programs to complete site file reviews now that she is fully vaccinated.

o **3rd Quarter reports:** Have been submitted and a summary table has been shared with all board members. Full reports available upon request.

o **Outdoor Equipment Grants:** 10 quality rated childcare centers have been approved for grants of \$5,000 each for new playground equipment. Providers are extremely appreciative for this support.

o **Early Childhood and Race Training:** Is being held this week. Many childcare providers have signed up and received books to help increase equity and discussions of diversity in classrooms.

o **Designation Committee:** We are continuing to receive survey data and we are very grateful to the board members who helped with book delivery for families that completed our survey.

o **August Board Meeting:** In connection with several factors, it was determined that in August, the Board will meet on **Thursday, August 12th from 6:30-8:00 PM**

4. Nominating Committee: A nominating committee will be organized to fill the “Faith Seat” vacated by Melva Hughes and Helping Services seat vacated by Rich Mathias. As Secretary, Chris Carman will organize the Nominating Committee and Susan Dale Wall and Angel Taylor have also agreed to serve on the group. Other board members are welcomed to volunteer, as well.

5. Accept Audit [Board Action]: The written results of the recent audit were included in the Board Packet and they indicate there were “no findings” with the operations of the Johnson County Empowerment Board in the fiscal period covered by the audit. **Richard Lipman moved that the Board accept the Audit. Rick Leyendecker seconded. Passed unanimously.**

6. FY22 RFP Applications [Board Action] 11 applications were received for the one year RFP related to lessening negative impact of the Covid19 pandemic on young children and their families in Johnson County. A majority of Board members submitted detailed review forms for these 11 proposals. Sam compiled a spreadsheet with the combined scores, categorization and ranking for the Board review forms, which was shared prior to tonight’s meeting. The Board proceeded to discuss each of the applications received. Two key issues emerged in Board discussion:

Factor 1: The 11 applications had total request which were 3 times as high as the funding available.

Factor 2: There were questions and clarifications needed on several applications, including info on matching funds, bidders’ ability to offer a functioning program with fewer funds and the allowability of some proposed expenditures.

After a lengthy discussion, it was decided that this topic would be tabled and a special Board meeting would be held on Thursday, June 3, 2021 at 6 PM to take final action on awarding these funds.

7. Family Support Program Per Visit Rate [Board Action] The following key information was included in the May Board Packet:

- The calculations NCJC and UAY submitted are based on the actual expenses those agencies incur for their Family Support Programs.
- Raising the per visit rate will not reduce the number of visits because right now the FSP staff are completing as many visits as they can and the agencies are covering the expenses that are not covered by our funding.
- Location of visits: both programs cover all of Johnson County so mileage/drive time can be significant depending on location of enrolled families.

- Length of time for visit: Parents as Teacher’s Guidelines are 2.5 hours per visit. This includes prep time, scheduling, reminders, the visit itself, follow up, and post visit documentation. The visit itself averages 1 hour.
- Virtual visits: the visit itself is sometimes a little shorter than in person, but the preparation and follow up is often longer (several preparation contacts to ensure family has materials needed, and then follow up calls and texts after the visit).
- Visits per day: in theory would average out to 2-3 per day, but in practice staff usually spend a day prepping for and scheduling visits, a day doing visits back to back, then a day documenting and providing follow-up.

It was noted that these rates have not been increased in several years (reportedly since 2013) which may be an important factor in our decision.

Emily O’Sherridan-Tabor moved that Home Visit Rates be increased to the requested levels for both Neighborhood Centers of Johnson County and United Action For Youth, as detailed in the spreadsheets in the May Board Packet. For NCJC this would be an increase from \$110 to \$145 and for UAY it will be an increase from \$110 to \$120. Seconded by Rick Leyendecker. An amendment to Emily’s proposal was made by Susan Dale Wall to change the NCJC increase from \$110 to \$130. The amendment by Susan Dale Wall was defeated (3 votes in favor of the amendment from Joan Tephly, Richard Lipman and Susan Dale Wall) and 4 votes against the amendment (from Emily O’Sherridan-Tabor, Lori Roetlin, Rick Leyendecker and Angel Taylor).

The final vote on Emily’s original motion passed with 6 votes in favor of the rate increases (from Joan Tephly, Richard Lipman, Emily O’Sherridan-Tabor, Lori Roetlin, Rick Leyendecker and Angel Taylor) and 1 opposed (from Susan Dale Wall).

8. FY22 Budget [Board Action] Tabled until June 17th Board meeting.

9. Meeting adjourned by Board Chair Richard Lipman at 8:28 PM

Upcoming Board Meetings:

Special Board Meeting for Continued Review/ Action on Funding Requests: Thursday, June 3, 2021 6-7:30 PM

Next Regular Monthly Meeting: Thursday, June 17, 2021 6:30-8:00 PM

Submitted by Board Secretary Chris Carman