

**JMP (Jasper, Marion, Poweshiek) EARLY CHILDHOOD AREA
BOARD ANNUAL MEETING MINUTES**

Skiff Medical Center, 204 N 4th Ave East, Newton
Wednesday October 25, 2017 at 5:15 pm

<i>Name</i>	<i>Present</i>	<i>Absent</i>	<i>Excused</i>	<i>Unexcused</i>	<i>Non-Board</i>
John Grennan (business) Board Vice Chair	X				
Steve McCombs (elected)	X				
John Leeper (citizen)	X				
Muriel Johannessen (faith)	X				
Doug Cameron (education)	X				
Mary Lindberg (citizen) Board Treasurer		X	X		
Britney Schnathorst (consumer) Board Chair	X				
Betty Moll (health)	X				
Julie Wendl (human services)	X				
Amy Blanchard (Director)	X				X
Dara Madigan (WAGE\$)	X				X
Sue Gienger (CCR&R)	X				X
Clarissa Thompson (MICA Family Connections)	X				X

- I. The meeting was called to order by Britney Schnathorst, Chair, at 5:18 pm.
- II. Roll Call: JMP Board Members present include McCombs, Grennan, Leeper, Johannessen, Cameron, Moll, Schnathorst and Wendl. Lindberg was absent. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of August 30, 2017 board meeting by Grennan. **Seconded** by McCombs. Motion passed unanimously.
- IV. Public Comment/Provider Reports: Thompson reported Family Connections is fully enrolled currently and is working on the credentialing process. Gienger reported one center is moving to QRS level 5 and another center has maintained a 4 and incentive grants are being processed. Madigan reported WAGE\$ is at capacity for JMP with 12 providers participating and 4 additional applications that have been approved but await funding. All three counties are represented in the program.
- V. Treasurer's Report: Board reviewed the financial report current as of October 19, 2017. Blanchard reported vouchers are being submitted and processed in a timely manner. Blanchard also reported the board and providers should anticipate a decrease in funding for Q4 of FY18, per a discussion with the State ECI technical assistance team. Leeper asked if there is anything the board can do in anticipation of the decrease in funding. Blanchard replied the board should communicate to providers early and often that funds will be less than projected in Q4 and should spend accordingly in order to minimize impact to salaries and services offered. Schnathorst asked the Treasurer's Report be accepted and filed for audit.
- VI. Director's Report: The director's report was included in the board packet. Blanchard highlighted the response to including JMP in Greater Poweshiek Community Foundation's annual campaign, the Big Give and reported on the Legislative Event in September and the Governance Committee. .
- VII. Old Business:

- a. Blanchard reported on the succession plan for Jasper Parents as Teachers. Meetings and discussions are ongoing to ensure a smooth transition.

VIII. New Business:

- a. JMP Board reviewed the FY17 Audit Report AUP as provided by CliftonLarsonAllen. There were no findings. **Motion** to accept the Independent Accountants' Report on Applying Agreed Upon Procedures by Johannesson. **Seconded** by Wendl. Motion passed unanimously.
 - b. Mid-Cycle Review Report: Blanchard reviewed the October 23 site visit by Shanell Wagler. No formal report has been received. Wagler reviewed two FY17 contract files, Marion County Public Health and ISU Extension Early Care and Education.
 - c. The board reviewed the Q1 DAISEY for the three family support programs funded by JMP.
 - d. ECI Area Board Benchmarks: Blanchard shared an email from Shanell Wagler regarding the possibility of developing benchmarks for local area ECI boards. The board wondered what the purpose of benchmarks might be and hopes the intent is clarified. The board provided feedback regarding what they feel their value is locally.
- IX. OTHER- Blanchard shared the JMP ECI Board goals developed after the last board self-assessment in November 2016 and invited the board to reflect on successes from the past year in meeting those goals as the board prepares to complete another self-assessment in November.
- X. Adjournment: **Motion** by Cameron to adjourn. **Seconded** by Johannessen. Meeting was adjourned at 6:25 pm. The JMP Board is scheduled to meet November 29, 2017 at 5:15 pm at Skiff Medical Center in Newton.