

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

Skiff Medical Center, 204 N 4<sup>th</sup> Ave East, Newton  
Wednesday June 21, 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)	X				
Steve McCombs (elected)		X		X	
John Leeper (citizen)	X				
Muriel Johannessen (faith)	X				
Doug Cameron (education) Board Vice Chair	X				
Mary Lindberg (consumer) Board Treasurer	X				
Britney Schnathorst (citizen) Board Chair	X				
Betty Moll (health)	X				
Julie Wendl (human services)	X				
Amy Blanchard (Director)	X				X
Denice Fischer (Jasper ISU Ext)	X				X
Brenda O'Halloran (CCR&R)	X				X
Jackie Sparks (Jasper PAT)	X				X
Sue Gienger (CCR&R)	X				X

- I. The meeting was called to order by Britney Schnathorst, Chair, at 5:17 pm.
- II. Roll Call: JMP Board Members present include Cameron, Grennan, Leeper, Johannessen, Lindberg, Moll, Schnathorst and Wendl. McCombs was absent. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of April 26<sup>th</sup> and May 23<sup>rd</sup>, 2017 board meetings by Cameron. **Seconded** by Johannessen . Motion passed unanimously.
- IV. Public Comment/Provider Reports: Fischer reported her office has sent out a training needs assessment. Sparks reported Jasper PAT sent one educator to training recently and is working towards credentialing. O'Halloran re-introduced herself to the Board as the Recruitment and Retention Specialist for CCR&R. She recently had meetings in two of JMP's counties regarding their status as a Childcare Desert. Gienger reported 10 providers have retained their rating or newly enrolled in QRS and provider incentives are going very well.
- V. Treasurer's Report: Board reviewed fiscal report current as of May 30, 2017. 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. Leeper inquired about the JMP publicity plan. Blanchard explained what she thinks the JMP Board's role in promoting the services funded by JMP might be. A press release highlighting preschool scholarships will be sent out in July. Informational cards/brochures, more press releases and coordination with legislators is also planned.
- VII. Old Business:
  - a. The FY18 budget was created at the May 23 board meeting. The board reviewed the budget during the following week and voted via email to approve the budget so providers could be notified. An in-person vote was also cast at this meeting. **Motion** by Grennan to approve the FY18 budget. **Seconded** by Moll. Motion passed unanimously.

- b. The Board reviewed a revised budget from ISU Extension in Jasper County's Early Care and Education program reflecting the \$27,463 difference in the amount requested versus what JMP could fund FY18. Staff hours for Carol Camp will remain the same and 5 hours of Fischer's time will be covered by ISU Extension and will not support JMP ECI programming. The training budget is not where the program wants it to be but, due to decreased training demands in FY17, Fischer believes there will be carry-forward that could be allocated to the program at the Board's discretion.

VIII. New Business:

- a. Jasper PAT Succession Plan update: Jackie Sparks, the Jasper PAT Director, will retire in April 2018. She has been working with Marion County Public Health (MCPH) to ensure PAT services continue for Jasper families. Jackie, Rachel Garner and Becky Prior, the director of Jasper Public Health (JCPH), have been meeting regularly to plan for the transition. MCPH will become the umbrella organization for the Jasper County PAT educators though the educators will be employees of JCPH. MCPH will subcontract with JCPH for the services. The program will be accredited as a single organization providing services in two counties. Leeper commented this collaboration mimics the goal of the ECI merger at its outset: one organization serving multiple counties. The Board reiterated its commitment to seamless delivery of services to families through the transition. Jackie assured the Board this is her primary goal as well.
- b. The Board discussed instituting a cap on the amount of preschool scholarship funds awarded per month, per child. Decreased funding and increased demand for scholarships will continue to strain the JMP budget. **Motion** to limit preschool scholarships to a maximum of \$200 per month per child by Johannessen. **Second** by Lindberg. Grennan **abstained** from the vote. Motion passed unanimously.
- c. Blanchard distributed a meeting schedule for FY18 including tentative agenda items for each meeting. **Action Item: Blanchard will update the JMP website with the meeting dates.**
- d. The Board reviewed the JMP Board Member Succession Plan. Johannessen, Cameron and Leeper are completing their first term of service to the JMP Board. All three have agreed to serve a second term.
- e. Board elected slate of officers for FY18. Schnathorst will serve as Chair, Grennan will serve as Vice Chair and Lindberg will serve as Treasurer. **Motion** by Leeper to approve the slate of officers. **Seconded** by Wendl. Motion passed unanimously.
- f. Board members updated and signed Conflict of Interest forms.
- g. At 6:05 pm the Board entered a closed session to discuss a personnel matter. **Motion** to enter closed session by Cameron. **Seconded** by Johannessen. Motion passed unanimously. Blanchard exited the meeting.  
At 6:18 pm, Board moved to resume open session. Blanchard rejoined the meeting at which time the Board discussed their findings on the annual ECI Director performance review which will be shared with the Greater Poweshiek Community Foundation Board of Directors.

IX. OTHER- none.

- X. Adjournment: **Motion** by Johannessen to adjourn. **Seconded** by Cameron. Meeting was adjourned at 6:27 pm. The JMP Board is scheduled to meet August 30, 2017 at 5:15 pm at Skiff Medical Center in Newton.