

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

Skiff Medical Center, 204 N 4th Ave E, Newton, IA
Wednesday, August 29, 2018 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				
Britney Schnathorst (consumer) Board Chair	X				
Betty Moll (health)	X				
Julie Wendl (human services)	X				
Amy Blanchard (Director)	X				X
Sue Gienger (CCR&R)	X				X
Leann Andre (CCR&R)	X				X
Denice Fischer (ISU Extension, Early Care & Ed)	X				X
Rachel Garner (MCPH PAT)	X				X
Mindy Clayton (MICA Family Connections)	X				X
Keri Emerick (MCPH, Jasper PAT)	X				X

- I. The meeting was called to order by Britney Schnathorst, Chair, at 5:16 pm.
- II. Roll Call: JMP Board Members present include Cameron, Grennan, Johannessen, Leeper, Lindberg, McCombs, Moll, Schnathorst and Wendl. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of June 20, 2018 board meeting by Grennan. **Seconded** by Moll. Motion passed unanimously.
- IV. Public Comment/Provider Reports: Gienger provided updated CCR&R data sheets for each county and reported on multiple QRS achievements for preschools and centers throughout the service area. Rachel Cecil provided a CCNC report to Blanchard via email which was shared stating the vacant CCNC position has been posted and offered twice but both candidates have declined the job. The position will be posted again. Fischer reported on trainings scheduled for September including CPR & First Aid, nutrition classes and universal precautions. Clayton reported they are serving 19 families though Christy Moore has been pulled away for disaster relief efforts in Marshalltown. Moore has kept in contact with Family Connections families and has now returned to her regular family support duties. Credentialing site visit will be October 9th. Per the recommendation of the site visit team, Clayton has requested the JMP Board assist with the hospitality expense for hosting the review team. Blanchard has checked with the State ECI office to make sure Board Expense funds could be used for this purpose. After discussion, the Board agreed this is reasonable. Garner introduced Emerick to the board and shared updated data sheets for the two programs. Marion County has 12 families on the waiting list for services. MCPH credentialing site visit is slated for March. JMP board support for hospitality expenses will be extended for that visit as well.
- V. Treasurer's Report: Board reviewed the financial report current as of August 15, 2018 as well as updated financial report for the end of FY18. Lindberg 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 reported projected spending for preschool scholarships for FY19 and updated the Board on the childcare working group in Grinnell.

VII. Old Business:

- a. Jasper PAT update: Garner reported the program is no longer housed under Jasper County Public Health due to differences in employment policies that could not be resolved. Educators serving Jasper County will be employees of Marion County Public Health and office space for the Jasper PAT program has been secured in Newton for very reasonable costs. Program is currently serving 16 families. Another FTE educator position has been posted.
- b. Blanchard provided Board with a consolidated list of conflicts of interest provided by board members in June.
- c. Copies of the revised ISU Extension Early Care and Education budget were included in the board packet for review.
- d. Blanchard shared the message from the State ECI office that came in response to the FY19 budget submitted. The response thanked local ECI boards for efforts to reduce duplication of services and maintain successful collaborations. The same message was issued to all ECI boards. Blanchard spoke directly to the State ECI office to clarify intent of message.

VIII. New Business:

- a. Blanchard shared two opportunities with the JMP board for upcoming events regarding ECI. The governor's Future Ready Iowa Summit on October 1 in Pella is free. The October 3rd ECI 20th Anniversary summit in Des Moines is \$65 to \$75. Blanchard will share invitations to providers via email as well.
- b. Summarized FY18 annual report data from providers with historical data added was included in the board packet. Blanchard noted this is the same data included in the annual report to the State.
- c. The completed JMP ECI Annual Report was reviewed by the Board for approval prior to submission to the State. **Motion** by Leeper to approve the report. **Seconded** by Wendl. Motion passed unanimously. Blanchard will submit the report via the online portal next week.
- d. Carry forward allocation. After reviewing the FY19 budget allocations and funding shortfalls for programs, the board made the following allocations to meet needs in the JMP ECI service area:

	SR Admin	SR QI	SR Other	EC Program	Totals
Director/Board Expenses	\$416.01		\$798.13		\$1,214.14
Audit	\$200.00		\$0.00		\$200.00
Child Care WAGE\$			\$9,450.00		\$9,450.00
GPCF-Preschool Scholarship Fund			\$18,028.00		\$18,028.00
GCDC Sliding Fee Scale		\$1,851.51	\$148.49		\$2,000.00
Grinnell Regional Public Health			\$1,000.00		\$1,000.00
ISU Extension Early Care and Education			\$3,200.00	\$4,108.01	\$7,308.01
Marion Co. Public Health-I-Smile			\$7,000.00		\$7,000.00

CCR&R/Orchard Place-Quality Improve Grants			\$1,900.00		\$1,900.00
CCR&R/Orchard Place-Provider Training			\$1,500.00		\$1,500.00
Professional Development Mini-Grant			\$2,000.00		\$2,000.00
TOTAL:	\$616.01	\$1,851.51	\$45,024.62	\$4,108.01	\$51,600.15

Motion to approve carry forward allocation by Cameron. **Seconded** by Grennan. Motion passed unanimously.

- e. The JMP Board is invited to the GPCF board meeting at 4 pm on September 18th at the Foundation Offices in Ahrens Park in Grinnell. Blanchard handed out the JMP dashboard that will be shared with the GPCF board.
- IX. Adjournment: **Motion** by Cameron to adjourn. **Seconded** by Johannessen. Meeting was adjourned at 6:45 pm. The JMP Board is scheduled to meet October 24, 2018 at 5:15 pm at Marion County Public Health in Knoxville..

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