

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

Skiff Medical Center, South Board Rm, 204 N 4th Ave E, Newton, IA
Wednesday, July 24, 2019 at 5:15 pm

Name	Present	Absent	Excused	Unexcused	Non-Board
John Grennan (business) Board Vice Chair		X	X		
Kisha Jahner (elected)	X				
John Leeper (citizen)		X		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		X	
Julie Wendl (human services)	X				
Amy Blanchard (Director)	X				X
Sue Gienger, Orchard Place CCR&R	X				X
Leanne Andre, Orchard Place CCR&R	X				X
Denice Fischer, ISU Extension Early Care and Ed	X				X
Mindy Clayton, MICA Family Connections	X				X
Rachel Garner, MCPH PAT, CCNC	X				X
Keri Emerick, MCPH Jasper PAT	X				X
Cookie Fuzzell, MCPH Jasper PAT	X				X

- I. The meeting was called to order by Britney Schnathorst at 5:25 pm.
- II. Roll Call: JMP Board Members present include Cameron, Jahner, Johannessen, Schnathorst and Wendl. A quorum was reached.
- III. Approval of Minutes: **Motion to approve** minutes of June 4, 2019 board meeting by Jahner. **Seconded** by Wendl. Motion passed unanimously.
- IV. Public Comment: Gienger reported on three new applications for in-home providers and anticipates upcoming Child Net series will yield more QRS participants. Fischer reported distributing the training needs assessments to providers in order to determine training plans for the year. Clayton reported on increasing socialization participation through incentives and participating in Lemonade for Life training to enhance family support services. Garner reported CCNC has been active covering 4 ECI areas. Garner reported Parents as Teachers (PAT) in Marion County has a full case load and outreach has been done to successfully increase social connectedness of participating families. Emerick and Fuzzell reported on a successful Hot Dogs and Helmets event in Newton. Program currently has a full case load and 27 families on the wait list.
- V. Treasurer's Report:
 - a. Blanchard reviewed the fiscal report current as of 7/18/19 which was included in the board packet. Year-end financials are nearly complete. Blanchard projects carry forward will be approximately \$37,000. Schnathorst requested the report be filed for audit.

- b. Jasper PAT has requested a disbursement from the charitable fund to support items for the incentive program. A complete list of purchases totaling \$1,134.36 was included in the board packet. Requests are approved by the ECI director and treasurer and included for the board for review
 - c. Blanchard requested approval from the board to shift a total of \$1,800 from Professional Development Mini Grant Fund and Board Expenses Fund to cover a clerical error in the contract issued to ISU Extension Early Care and Education program for FY19. **Motion** to adjust FY19 budget to shift \$1,600 from the Professional Development Mini-Grant fund and \$200 from Board Expenses by Wendl. **Seconded** by Cameron. Motion passed unanimously.
- VI. Director Report: The Director Report was included with the board packet. Blanchard highlighted the press release shared in July regarding JMP funding, shared details about the upcoming ECI legislative event scheduled for September 13th, and reminded board members that FY19 cumulative data reports will be reviewed at the August meeting along with the annual report.
- VII. Old Business
- a. The JMP Board is actively recruiting three new male board members, two from Marion County and one from Poweshiek County representing the perspectives of business, health and consumer. Several contacts have been made but no one has yet agreed to serve.
 - b. The revised budget from ISU Extension Early Care and Education program was included in the board packet reflecting the total funding amount of \$26,380.70.
 - c. The revised budget from Marion County Public Health for Parents as Teachers and I-Smile was included in the board packet. Per a discussion with MCPH, administrative costs will be billed and reimbursed on a monthly basis.
 - d. Leeper and Johannessen have been participating in a strategic planning process for JMP. A summary of activities thus far was shared with the board at the meeting. Next step is to launch a survey to JMP constituents to gauge impact of funding. A paper copy of the survey was shared with the board for review and completion.
 - e. Blanchard shared an update on the Grinnell Child Care Desert work group. A new non-profit, LINK Grinnell, was formed in June to address after school care needs. Blanchard had been participating in the work group since April of 2017. Blanchard now serves as a volunteer in an advisory role to LINK Grinnell. LINK Grinnell is in the process of hiring a director, site supervisor and staff with the goal to begin offering services on August 23rd.
- VIII. New Business
- a. The FY20 meeting JMP Board Meeting schedule will be established at the August board meeting once the new members have joined the board. Consensus among remaining board members is that Wednesdays at 5:15 still works well.
 - b. The JMP Board succession plan was reviewed. Seeking three new board members currently and scheduled to need two more board members by the start of FY21 as Cameron and Johannessen will complete 2 terms of service.
 - c. Nominations for FY20 JMP Board officer positions were discussed. Johannessen nominated Cameron as Treasurer, Schnathorst as Vice-Chair and Lindberg as Chair. Nominations were accepted. **Motion** by Johannessen to elect Cameron as Treasurer, Schnathorst as Vice-Chair and Lindberg as Chair. **Seconded** by Jahner. Motion passed unanimously.

- d. Conflict of Interest statements were reviewed by each board member and updated as needed.
 - e. JMP Board completed an evaluation of the JMP Director. Evaluation will be forwarded to the GPCF board for review.
- IX. Other: Jahner suggested sending JMP Board meeting reminders via Outlook and requesting a response to ensure quorum is met. Board also discussed limiting public comment to a maximum of three minutes per comment/person. Cameron volunteered to attend a statewide ECI Strategic Planning session with Blanchard on August 1 in Des Moines.
- X. Adjournment: **Motion** by Cameron to adjourn. **Seconded** by Wendl. Meeting was adjourned at 7:25 pm. The JMP Board is scheduled to meet Wednesday, August 28, 2019 at 5:15 pm at MercyOne Medical Center in Newton.

DRAFT