

Johnson County Empowerment-Early Childhood Iowa Board
Meeting Minutes
Thursday, June 17, 2021
6:30-8:00 p.m.

Members present via video: Chris Carman, Rick Leyendecker, Richard Lipman, Marguertie Oetting, Emily O’Sherridan-Tabor, Susan Dale Wall, Angel Taylor, (joined at 7:35 PM)

Members absent: John Green, Lori Roetlin, Joan Tephly.

Staff Present: Laurie Nash, Samantha Turnbull

Guests: Dan Gehring (Coralville resident) and Debbie Ackerman (Johnson County Public Health Department)

1. Review Agenda and Budget Report. Approve Meeting Minutes of 5-20-22 and 6-3-21 [Board Action]

Board Chair Richard Lipman called the meeting to order at 6:32 PM, attendance was taken, and a quorum was recognized with 6 of 10 members present (as reflected above) and Angel Taylor joining at 7:35 PM. It was noted that the Johnson County Board of Supervisors changed its official representative to our Board (as part of an annual reassignment process). Supervisor John Green will be their new representative.

Motion to approve Johnson County Empowerment- ECI Board meeting minutes from 5-20-22 and 6-3-21 (special meeting) was made by Susan Wall and seconded by Rick Leyendecker. Passed unanimously.

2. Public Comment: Coralville resident, Dan Gehring, shared information on the “Imagination Library” early literacy program (started by Dolly Parton), in which age-appropriate books are sent to young children (0-5 years of age) free of charge within a given locality if enrolled by their parents. The costs and administrative functions are shared between the national organization and local sponsors. Several board members were familiar with the Imagination Library model and its overall success. The Board commended Mr. Gehring on his efforts to build support for the model in Johnson County and suggested developing connections with other local early literacy initiatives and potential funding partners (such as United Way and the Community Foundation of Johnson County). Emily O’Sherridan-Tabor volunteered to reach out to local libraries and community partners who may wish to collaboratively explore the project. The Board thanked Mr. Gehring for his advocacy and interest.

Debbie Ackerman (Johnson County Public Health) shared that the WIC clinic has returned to in- person services from previous telephone and virtual service during the height of the pandemic. Johnson County Public Health also started its “School Ready Clinic” on June 4.

3. Director’s Report: Sam Turnbull shared a written Director’s Report which was included in the 6-17-21 Board Packet. The following are key highlights:

- o State ECI has now rescinded all their guidance regarding COVID-19 and family support programs.
- o There is a state pilot program to provide performance incentives to family support programs based on meeting certain indicators (rates of prenatal enrollments, percent of children with an ASQ completed and

either percent of first time moms enrolled or percent of postnatal moms with a completed depression screening). Neighborhood Centers applied and was accepted into the pilot.

o The Governor's Emergency Proclamation has expired and we now need to offer an in-person meeting option. Such an option was made available for tonight's meeting. Starting in August we will have a full hybrid meeting option for board members to either attend in person or via zoom.

o **School Ready Scholarships:** Sam is now accepting applications for the 2021-2022 school year and she will begin processing those on July 1st.

o **Site visits** are complete. Sam looks forward to doing site visits in person/hybrid next year.

o The **Early Childhood and Race Training** which Johnson County Empowerment -ECI sponsored was well attended and informative.

o **All Our Kin:** 6 Johnson county in-home child care providers successfully completed the training and received the \$1,000 incentive we provided.

For further details, please refer to the written Director's Report.

4. Nominating Committee: The Nominating Committee met on 6/14/21 and has begun an open and broad based approach to outreach for new Empowerment- ECI Board members using the following approaches:

- o Press releases were sent to local press outlets including those in Iowa City-Coralville, as well as more rural parts of Johnson County.
- o Outreach to the Interfaith Coalition (which includes Christian, Jewish and Muslim places of worship) in connection with filling Faith seat(s) on the Board.
- o Contact with faith-based groups which have previously collaborated with the Board on specific projects (example: car seat distribution).
- o Business Community Outreach (Chamber of Commerce, Downtown Merchants)
- o Specific individuals identified as having potentially helpful contributions to the Board.
- o As a priority across all of our outreach efforts, we seek to move toward a racial/ethnic representation that accurately reflects the composition of the 0-5 population. We also seek direct board involvement by members of families who are currently receiving or have recently received our services.

The Board had a helpful and positive conversation on board member outreach. Detailed comments can be reviewed in the Zoom recording of the 6-17-21 meeting.

5. Designation Committee: The committee met on 6/8/21 to review parent/provider survey results and look at where we stand in the overall Designation process. Sam reviewed the survey results with the Board using a Powerpoint presentation (included in the Board packet mailing). There was rich discussion of the survey results received to date and the potential implications for our future priorities/ community plan work. All these comments are available in the Zoom recording of the 6-17-21 meeting.

6. FY22 Budget [Board Action]:

Before going into the Budget item, Richard Lipman shared that Sam Turnbull and Laurie Nash recently received special recognition in the annual "Iowa Women's Foundation Ovations" publication for their exemplary work with Early Childhood Iowa. The Board congratulated Sam and Laurie for this distinction and thanked them for their dedicated work.

At prior meetings, the Board already approved significant portions of the FY22 Budget making use of the best information available at the time. With the new State Fiscal Year beginning on 7/1/21, this evening's work focused on remaining expenditure and carryforward decisions needed to finalize the FY'22 Budget. A draft budget was sent with the Board packet, and at tonight's meeting Sam shared an updated version containing expenditure details received in the last few days. Laurie Nash noted that the proposed budget includes "Unencumbered School Ready Carryforward Funds" at a level which puts us in strong compliance with state guidance and in line with FY'21 Board conversations on optimal carryforward levels. Sam noted that by the August meeting the final level of funds being carried forward into FY'22 will be known. At that time, if the actual Carryforward amount is higher than projected, we can reconsider allocating money to high-ranking FY'21 RFP requests which we'd previously been unable to fund. **Rick Leyendecker moved approval the FY'22 Budget as presented. Susan Wall seconded the motion. Passed unanimously.**

7. Policy/Procedure Manual Review [Board Discussion]

The Board mailing included our current Policy and Procedure Manual for review and possible change. Sam highlighted the following areas for particular focus:

- Mentors for new board members. Consensus seemed to support a flexible approach in which new members could request an individual mentor, but weren't automatically assigned one.
- Stipends- The board considered an expansion of the stipend policy to allow members to request assistance with child care, transportation and translation services, as warranted.
- Conflict of interest- The state board has shared proposed language with local areas, but their addition of the phrase "seeking intended personal benefit" as a conflict of interest category seems overly vague. Further clarification of this will be sought from the state.
- Fiscal Procedures for Contractors (p 21)- Currently, if a grantee requests a change in a contract line item in the range of \$100 to \$3,000, approval is required of 1) the Director, 2) the Treasurer and 3) the Board Chair. We discussed whether the threshold of \$100 is unreasonably low in triggering review by these three individuals. Revising this figure to \$500 was suggested as a possible future procedural change.

The Board found that several of these items warrant further research and that it was best to defer action on this matter until a later meeting. The August and September meetings typically include lengthy "annual review" items, so the Policy/Procedure Manual will be considered again in October.

Board Adjournment: Having completed all agenda items, the meeting was adjourned by Board Chair, Richard Lipman, at 7:48 PM.

Next Monthly Meeting: Thursday, August 12, 2021 6:30-8:00 PM

Submitted by Board Secretary Chris Carman