

Partnerships 4 Families

September 15, 2017

Meeting Took Place at New Opportunities in Carroll, Iowa

Members present: Chad Wittrock, Diane Riggert, Marilyn Tilley, Sara Zach, Genelle Deist, Area Director Cindy Duhrkopf

Excused Keith Pedersen, Karen Gotto, David Brown

Guest: Cathie Page

Quorum was met.

Chair, Diane Riggert called the meeting to order at 10:40 a.m.

Wittrock made a motion to approve the agenda, Deist seconded the motion. The Agenda was approved.

Minutes of the July 2017 meeting were reviewed by the Board. Zach moved to approve the minutes as written and Wittrock seconded the motion. All voted in favor.

Public Input

### **AREA DIRECTORS REPORT**

**Statewide Area Directors Meeting:** September 12, 2017

Will start having webinars between state meetings

August Webinar discussed updates to designation process

August Webinar topic is family support- HOPES staff are invited to listen in

**State ECI Board Meeting:** September 8, 2017

**Early Childhood Stakeholders Meeting:** September 12 AM

**Western Iowa Area Directors Meeting:** October 26, 2017

**Early Childhood Task Force meetings:** Four county meeting October 18<sup>th</sup>

**Early Childhood Formula:** Phase in over 4 years (Base 5%, 0-5 Pop 35%, 185% of FPL 0-5 6-%)

Will begin in FY19

**Social Media/Facebook:** Continue to promote items every Tuesday or more often

### **Preschools:**

- Great response 51 students to date-funds maxed as of Sept 5
- Will look at special condition parameters with committee this year

### **H.O.P.E.S.:**

- Encouraging programs to increase enrollment
- Annual Report was done in DAISEY- will bring to the board in November
- 4 county meeting September 21, will check inter rater reliable on LSP

### **Child Care:**

- Community Needs Plan in Greene County final presentation delayed.
- Working with any contacts regarding increasing child care slots-Chamber report and national study on Child Care Deserts

### **Board Support**

- Change in fiscal agent going extremely well
- Electronic materials requirements-still seeking guidance on what is recommended

**EC Collaboration:** Focus at state level to enhance and track collaborative efforts. I will try to highlight collaborations that have taken place at meetings.

**Area Director PD:** Attending webinars

**FY17 Annual Report:** All programs were responsive to needs; we will cover individual projects at monthly presentations.

**FY17 AUP:** AUP performed August 22<sup>nd</sup>, no issues at that time, waiting for final report from auditor- November meeting

**FY18:** Budget shortfall in FY17 will affect FY18, expect cuts.

**P4F Board PD:** Annual report, EC Community Plan, By Laws

**Area Director Schedule:** Flexing hours over four days most weeks

### **Old Business**

Bylaw Final Reading of change in membership to a range of 7-11 member; Wittrock made a motion to approve the second reading of the change. Tilley seconded the motion. All were in favor Motion passed.

Evaluations of Area Director were submitted to Riggert, she will meet with Duhrkopf to discuss the results and set goals for the coming year.

### **New Business**

FY17 Annual Report discussion was held. Zach made a motion to approve the annual report as submitted Deist seconded the motion. All were in favor, report was approved.

FY17 Carry Forward Allocation were discussed. Deist made a motion to allocate an additional \$5000 to Carroll County Public Health HOPES for two staff to attend the Family Development Specialist Training and an additional \$10,000 to preschool tuition assistance. The remaining will be held pending any reduction from the state. Zach seconded the motion. All voted in favor, motion passed.

Review of EC Community Plan Priorities took place. Tilley made a motion to continue the EC Community Pan Priorities in the current plan, they were seconded by Wittrock. All were in favor.

ECTF meeting FY18 will be a four county combined meeting as will the spring meeting. We will focus on the book "Thirty Million Words", this aligns with our community plan priority regarding appropriate child development and social emotional development/behaviors.

New Designation Process will be in the next fiscal year, P4F will have a Mid Cycle review in 2018 and our Full Process is due fall 2020.

**Other Business** none

### **Financial Report and Business**

Financial Reports and vouchers were reviewed; Zach made a motion to approve the reports and vouchers. Tilley seconded the motion. All were in favor, reports and vouchers were approved.

Tilley made a motion to adjourn the meeting, Deist seconded, meeting was adjourned.

### **Next Meetings**

October No Meeting

November 17, 2017 10:30-Noon

New Opportunities Room D

The meeting ended at 11:32 Minutes respectfully submitted by: Marilyn Tilley