

Partnerships 4 Families
November 18, 2011

Members present: Patricia Nielsen Jacque Happe, Everett Grasty, Jean Stadlander, Amy Carpenter, Sam Graeve, David Ohrt, Area Director Cindy Duhrkopf. Quorum Meet

Excused: Donna Sutton, Chris Polking, Rod Rowland, JoAnn Klocke

Guest:

Vice Chair, David Ohrt called the meeting to order at 10:30 a.m.

Grasty made a motion to approve the agenda, Graeve seconded the motion. The Agenda was approved.

Minutes of September 2011 meeting were reviewed by the Board. Stadlander moved to approve the minutes as written and Graeve seconded the motion. All voted in favor.

There was no Public Input

Coordinators Report:

SW Iowa Directors Meeting: Took place in September, we discussed Quality Improvement Funding, meeting locations and financial oversight.

Greene County ELC Exploratory Committee: Facilitating meetings, they are considering the options available to them.

H.O.P.E.S. Quarterly Meeting: September 29th, training was held for H.O.P.E.S. staff "Who Leads, Who Follows: Feeding and Physical Activity Division of Responsibility in Childcare." Presented by Holly Van Heel with ISU Extension. There was also a discussion as to how the counties are tracking new enrolled families regarding income, education and AEA services. November training was held in Guthrie, topics covered included Early Access, ASQ-SE and three year training cycle.

Levels of Excellence: By-Laws are ready for review in October. Succession plan was written. A box was developed to contain all documentation. Policies and procedures are being adapted.

Board Members: On the agenda

Preschool: Processed preschool assistance payments. As of Oct 13th three schools have applied for the mini grant for improvements to their outdoor areas. Trisha Christensen has met with all three and had meaningful conversations with teachers and or administrators. As of Nov 18 six preschools have applied.

CCR&R: There is still no child care consultant hired for our area. West Central Development has advertised for a 2nd time for the position to cover our four

counties and conducted interviews. Update: New consultant started in November and is already out making visits to providers.

Child Care Providers: There is a great deal of frustration with new centralized system of child care registry. I will be organizing a meeting of child care providers and legislator this fall, allowing child care providers to voice their concerns to legislators. We have a meeting set for Greene County. Update: Not enough child care providers RSVP'd so cancelled meetings. We will follow up with them to write letters to legislators.

Statewide Results Accountability Work Group for ECI: I am continuing serving on the ECI work group. Most meetings are via conference call, we will hold an all-day meeting in DM on September 21 and conference call Oct 11th.

ECAC Needs Assessment Work Group: I am currently serving on this short term workgroup which is developing a RFP for a state wide needs assessment to be completed. Will meet in November, due to Race to the Top grant meetings were postponed.

Early Childhood Task Force: September meetings are being held the last two weeks of the month. Topics include updates, CCR&R, AEA providers, ECI Funding and more. Future topics will center on childhood obesity and ways that we can support local efforts. This goal falls in line with the Health Improvement Plans developed this past year in all four of our counties. November ECTF were held, CHNA-HIP from each county were discussed. The idea of having a “stroller” walk to encourage families to get out and walk was developed. We will continue with planning for this in February. May center it on Week of the Young Child in April, but may be too cool.

Presentation to ECI State Board: Duhrkopf was invited to present to the State ECI Board on November 4th in Des Moines. She was asked to highlight the activities of our area. Presentation was well received.

Statewide Area Directors Meeting: Topics covered
Every Child Reads 0-3, (precursor to the Every Child Reads we have trained on)
Race to the Top Federal Grant being written with DE and IDPH
Developing strong marketing message for EC
Period of Purple Crying—see insert in board packet
Reach out and Read presentation, collaboration with medical providers
Preschool Support Funding update
Guidance regarding financial agreed upon procedure (We are already meeting these.)
Family Support update (see insert in board packet)

Old Business:

The action to accept new board members was tabled to a later month due to the changes that will be taking place in our by laws regarding board membership. Happe will now become our faith representative and all of our

required positions on the board will be filled.

New Business:

Updating of By-Laws, Chris Polking and Donna Sutton have reviewed the by-laws and recommended changes to align them with guidance from the Office of Early Childhood Iowa. Duhrkopf is also recommending a change in the number of board members and the number of meetings required in a year, in order to more easily meet quorum and stay within our by-laws. Discussion took place.

Graeve made a motion to approve all changes to the Partnerships 4 Families By-Laws including a change in membership to 11 and required meetings to six. Nielsen seconded the motion. All were in favor, motion passed.

Graeve made a motion to approve the first reading of the updated Partnerships 4 Families By-Laws. Grasty seconded the motion. All were in favor, motion passed. A second reading of the By-Laws will take place at the January meeting.

Duhrkopf presented the Succession/Emergency Plan of the area director with updates as they were suggested at the September meeting. Grasty made a motion to accept the Succession/Emergency Plan of the area director. Stadlander seconded the motion. All were in favor, motion passed. A copy of the Succession will be kept with the officers and with New Opportunities.

Duhrkopf presented the New Opportunities Human Resource Policy and Procedures Manual and the New Opportunities Fiscal Policies and Procedures Manual. As an employee and using New Opportunities as our fiscal agent we follow their policies and procedures for both employment and finances. Carpenter made a motion that we accept the New Opportunities Human Resource Policy and Procedures Manual and the New Opportunities Fiscal Policies and Procedures Manual Adoption of New Opportunities Fiscal PP Manual as our policies and procedures. Nielsen seconded the motion. All were in favor, motion passed.

Other Business: No other business

Financial Report and Business:

A motion was made by Grasty to approve the vouchers, Graeve seconded the motion. All were in favor, motion passed.

Quarterly Financial Report submitted October 13th
Grasty made a motion to adjourn the meeting, Nielsen seconded the motion. All were in favor, motion passed.

Next Meeting January 20, 2012 at 10:30 in Coon Rapids

