

Partnerships 4 Families  
September 16, 2011

Members present: Patricia Nielsen, Everett Grasty, Jean Stadtlander, Chris Polking, Amy Carpenter, Sam Graeve, Rod Rowland, David Ohrt, JoAnn Klocke and Area Director Cindy Duhrkopf  
Excused: Jacque Happe, Donna Sutton  
Guest: Mary Jo Rehm

Chair, Rod Rowland called the meeting to order at 10:30 a.m.

Grasty made a motion to approve the agenda, Graeve seconded the motion. All were in favor, the agenda was approved.

Minutes from July 2011 meeting were reviewed by the Board. Klocke moved to approve the minutes as written and Grasty seconded the motion. All voted in favor, minutes were approved.

Coordinators Report

**Guthrie County Public Health H.O.P.E.S.:** Received Iowa Family Support Credential on September 15<sup>th</sup>.

**SW Iowa Directors Meeting:** Met on July 28<sup>th</sup> to work on Levels of Excellence with other directors.

**H.O.P.E.S. Quarterly Meeting:** Schedule is set for the year; first meeting will be on September 29<sup>th</sup> in Audubon. Training will be provided by ISU Extension regarding the new food guidelines.

**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 to work with New Opportunities manuals.

**Board Members:** Sent a piece to area newspapers to print regarding the need for board members, had one response from that. I sent 15 letters to Carroll area churches telling of our need for a board member. I spent a morning in Guthrie County doing outreach for a new board member. I am currently following up with two women regarding their interest.

**FY12:** State contract was submitted June 30<sup>th</sup> program contracts were processed after board meeting. The final state contract will be returned to us on September 14<sup>th</sup> at the state meeting.

**FY11 Annual Report:** Submitted 8-22-2011, was due by September 15<sup>th</sup>. Technical review was done by state team with no comments made. Final review will be done at a later date.

**Financials:** Closed out FY11 with Sheri Mertz CFO and balanced on carry forward. We will be making some adjustments to tracking of FY12 funding to match categories.

**Preschool:** Processing preschool assistance, no longer doing any transportation assistance. I am currently meeting with final two preschools for QPPS support during this year and writing agreements with consultants to provide review and support. Preschool committee met and proposed final plan for FY12.

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

**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.

**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.

**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. There were two all day meetings in DM, the remaining should be by conference call.

**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.

**Old Business:** No old business

**New Business:**

**Guthrie County Public Health H.O.P.E.S.** program received their Iowa Family Support Credential Award on September 15, 2011. An awards ceremony was held in their honor. The P4F Board sends their congratulations to them on this accomplishment.

**Final Carry Forward Figures** for FY11 coming into FY 12 were shared. In total there are 43,204.54. Some of that was allocated in June. The amount remaining to be allocated is \$6022.41. Duhrkopf recommends that the entire amount be allocated to the H.O.P.E.S. program. Graeve made a motion to approve the recommendation. Grasty seconded the motion. All were in favor, motion passed.

**Preschool Committee** recommendation for the additional funding that was received was presented to the Board. Stadlander made a motion to accept the recommendations, Klocke seconded the motion. All were in favor, motion passed with Graeve abstaining.

**Annual Report,** Duhrkopf provided an overview of the report. Klocke made a motion to accept the report, Nielsen seconded the motion. All were in favor, motion passed.

**Review of Area Director,** Duhrkopf thanked the Board for their review of her work. Sutton and Duhrkopf meet to discuss the review and set goals for the coming year. Stadlander made a motion to accept the review, Carpenter seconded the motion. All were in favor, motion passed.

**New Board Member,** Tool LL, Early Childhood Iowa, Board Member Representation Requirements for Local ECI Area Boards was shared with the P4F Board. Duhrkopf has received two possible applications for female

candidates. There is still a desire to find representation from Guthrie County. Duhrkopf has received five names of males from Guthrie County to contact. She will make contact with those Guthrie County residents and bring names of possible candidates to the Board at their October meeting.

**State Area Directors Meeting**, information was tabled until the October meeting. **Succession Plan** was discussed, Duhrkopf asked the Board to review the plan and submit any questions or additional comments. The Succession Plan will be approved at the October meeting.

**Early Childhood Mental Health** discussion was held. Board members and Mary Jo Rehm from DHS participated.

### **Financial Report and Business**

Polking made a motion to approve the vouchers. Grasty seconded the motion, all were in favor, motion passed.

Nielsen made a motion to adjourn the meeting, Grasty seconded the motion. All were in favor, meeting adjourned.

Next Meeting October 21, 2011 at 10:30 in Coon Rapids