

**Corner Counties Empowerment Area Community Board Meeting  
Tuesday, April 27, 2010  
Page County West Building, Shenandoah, Iowa**

**Members Present:** Kim Behrens, Chair; Jill Travis, Vice Chair/Secretary; Janie Stearns; Marlene Bashaw; Erin Smith, Lois Jean Ellison; Margaret Johnson; Mel Hurst

**Staff Present:** Pam Herzberg, Director

**Members Absent:** Jayne Wilson

**Public Present:** None

**CALL TO ORDER**

A quorum being present, Chair Kim Behrens called the meeting to order at 5:15 pm.

**AGENDA APPROVAL**

Margaret Johnson moved that the agenda that was distributed in advance be approved as the agenda for this meeting; Lois Jean Ellison seconded the motion and it was approved unanimously.

**BUDGET UPDATE**

Pam provided Board members in attendance preliminary allocation sheets for both the Early Childhood and School Ready funds for SFY'11 that she had received from the Office of Empowerment. Pam explained that the Governor had opted to backfill the Preschool Tuition and Support carve out the 10% that he had cut in October 2009. The backfill amount was \$9628.00. The preliminary allocation sheets indicate that the Early Childhood funds total \$47,906.00 and the School Ready funds total \$298,858.00. Thus making the combined fund total \$346,764.00. Pam stated these figures do not include any carryover amounts from SFY'10. Pam also shared that these figures reflect an overall reduction of \$80,092.00 from SFY'10.

Pam suggested that perhaps the Board implement a sliding fee scale for the preschool tuition grants for SFY'11 in order to have the ability to serve more children and also shared that many of the preschool directors had expressed that they felt if parents had to pay a portion of the tuition themselves then they would be more invested in their child's education. Pam has been processing the tuition grant applications for the past two years and stated she does not process any application that is missing income verification whether it be in the form of paystubs, tax return or written statement from an employer on agency letterhead. Recipients are to notify Pam of any income changes throughout the school year. Margaret Johnson moved to accept the sliding fee scale for preschool tuition grants as outlined and discussed. Marlene Bashaw seconded. The motion carried after a roll vote: Margaret-yes; Marlene-yes; Janie-yes; Jill-yes, Mel-yes; Erin-yes; Kim-abstained; Lois Jean-No.

Pam also provided the Board with an overview of each of the preschools in the two county area stating the name of the preschool and the quality practice that is in place at each preschool whether it is a QRS rating or QPPS verification. The Board discussed the fact that they had placed stipulations on the preschools over the last two years to work toward obtaining a QRS rating of a Level 3, 4 or 5 or successfully complete the QPPS verification process that they would provide funding to only those preschools. Therefore, St John Noah's Ark, Shenandoah Public Preschool and Clarinda Garfield Preschool will be ineligible unless they enroll in QRS and receive a Level 3, 4 or 5 prior to the beginning of School for the 2010-2011 school year or receive the Voluntary 4-Year Old

Grant as this would mean they would have to adhere to the Quality Preschool Program Standards (QPPS) and would go through the verification process.

Pam reminded the Board members that the legislators had put back into language that 60% of all funds allocated to family support programs had to go to programs that contain a home visitation component.

Pam presented the Board with a list of expenses that the Board would be responsible for during SFY' 11. Those included: Fiscal Agent Fee; Board Liability Insurance; and Board related expenses including marketing, fiscal audit, unemployment insurance, workman's compensation, coordinator salary, benefits, telephone, website maintenance, supplies, mileage and copying fees.

#### PROCESSING OF PROPOSALS

Pam informed Board members that they would no longer need to look at the proposal from the Essex Child Care Center as she had been notified by Judy Foutch/Director that the Center Board wanted their proposed project completed by July 1, 2010. Pam also shared that since St. John Noah's Ark is no longer enrolled in QRS that they would not need to process that proposal either.

The Board members had been divided up into four (4) scoring teams and assigned specific proposals to review. Each team had sent Pam their scores and comments to compile prior to this evening's meeting. Pam had provided each Board member with a packet of the compiled score sheets so they could have in front of them for discussion. Each team came prepared and ready to discuss each of the proposals they had reviewed.

One question that had appeared several times was in regard to the administrative fees included in the proposed budgets. Pam provided explanation in regard administrative fees and also provided each Board member with a copy of Tool H(A) that addresses indirect costs.

Scores and priority rankings were reviewed along with comments team members had made in regard to the proposals.

The Board discussed the importance in having community partners attend the Early Childhood and/or Preschool Exchange Group meetings for the Corner Counties Area. Although funding is shrinking the Board felt there still needed to be an emphasis placed on moving the early childhood system forward. Therefore, the Board asked that there be a stipulation tied to receipt of funds for SFY' 11 stating any agency receiving funds must have a minimum of one representative attend 75% of either the Early Childhood or Preschool Exchange Group meetings. Pam stated she would make sure that stipulation would be listed within the award letters and contracts.

The Board members also felt they should emphasize the importance to recipients of funds for SFY' 11 to look for additional funding sources for SFY' 12 in an effort to blend funding and eliminate Early Childhood (Empowerment) as a sole funder of any program.

Board members provided Pam with a list of stipulations to be tied to the receipt of funds that were program specific for each proposal that had been reviewed.

Pam had prepared a budget spreadsheet that allowed Board members the ability to determine award amounts to those programs they chose to fund for SFY' 11. After much discussion and calculation of funds the Board had developed a budget for the SFY' 11 funds:

Fiscal Agent

\$ 3,500.00

Board Liability Insurance	\$ 1,050.00
Board Expense (marketing, fiscal audit, unemployment Insurance, Workman's Compensation)	\$ 3,400.00
Director Salary	\$ 27,422.72
Employer's Portion of Social Security & Medicare	\$ 2,097.84
Early Childhood Office Expenses (telephone, website Maintenance, supplies, mileage and copying)	\$ 9,480.00
Grandma's House Day Care	\$ 2,944.83
Kornerstone Kid's Child Care	\$ 4,500.00
Turnbull Child Development Center/Liability Insurance	\$ 5,698.87
Maternal Child Health of SW Iowa	\$ 5,365.00
West Central Community Action for CCR&R (will receive carryover in addition to this to take the total contracted amount to \$36,654.00)	\$ 29,616.74
Preschool Tuition Grants	\$ 61,290.67
Southwest Iowa Families, INC./Dinosaur School	\$ 8,433.00
Southwest Iowa Families, INC./Mental Health Screenings	\$ 3,333.00
SWIA Home Health/Fremont Co. Child Health Screens	\$ 6,959.00
Maternal Child Health of SW Iowa/Page Co. Oral Screens	\$ 6,002.20
West Central Community Action/Fremont Co. HS Transp.	\$ 3,250.00
Southwest Iowa Families, INC/Positive Family	\$ 63,671.20
Fremont Co. Extension/Growing Strong Families	\$ 36,388.60
Page Co. Extension/Growing Strong Families	\$ 27,055.60
Southwest Iowa Families, INC/Stork's Nest Program	\$ 29,513.60
Turnbull Child Development Center/Professional Dev.	\$ 1,983.00
ISU Extension Council Bluffs/Extreme Makeover	\$ 3,400.80
Community Collaborative Projects	\$ 407.33
<b>TOTAL</b>	<b>\$346,764.00</b>

Margaret moved to approve the proposed budget for SFY'11 allocations. Mel seconded the motion. The motion carried unanimously.

Margaret moved that the Board provide tuition grants to only those preschools who are actively engaged in QRS with a Level 3, 4 or 5 or those that will actually be going through the QPPS process or have received a QPPS Verification. Lois Jean seconded. The motion carried unanimously.

Pam did inform the Board that there would be carryover that would need to be allocated, but reminded the Board that carryover must remain in the carve-out it came from.

Margaret moved to adjourn the meeting. Mel seconded the motion. The motion carried unanimously. The meeting was adjourned at 8:45 PM.

Respectfully submitted,  
Jill Travis/Board Secretary