

Corner Counties Empowerment Area Community Board Meeting
Tuesday, May 11, 2010
Page County West Building, Shenandoah, Iowa

Members Present: Jill Travis, Vice Chair/Secretary; Jayne Wilson; Janie Stearns; Marlene Bashaw; Margaret Johnson; Mel Hurst; Lois Jean Ellison

Staff Present: Pam Herzberg, Director

Members Absent: Kim Behrens/Chair; Erin Smith

Public Present: Belinda DeBolt/Page County Public Health; Angie Lutt/Southwest Iowa Families, INC./Stork's Nest; Debra Morrison and Deb Martens/West Central Community Action - Child Care Resource and Referral; Linda Orme/Southwest Iowa Families, INC./Welcome Baby; and Berneeta Wagoner/Southwest Iowa Families, INC.

CALL TO ORDER

A quorum being present, Vice-Chair Jill Travis called the meeting to order at 5:30 PM.

AGENDA APPROVAL

Lois Jean Ellison moved that the agenda that was distributed in advance be approved as the agenda for this meeting; Jayne Wilson seconded. Motion carried unanimously.

ORAL REPORTING

Belinda DeBolt, Page County Public Health Director provided an oral report in regard to the Child Care Nurse Consultant and the Lead Screen Project in the Page County preschools. Belinda reported that the CCNC has been very successful in the past, providing sound information from a health perspective to child care providers. Belinda also shared that there had been 90 children screened for lead. Challenges reported included losing staff, apathy on the part of the parents when it comes to lead testing as some parents just do not feel it is important. Out of 90 children screened, 6 children appeared to have a high level. Belinda did indicate that WIC does provide lead screenings to Medicaid recipients.

Deb Martens and Debra Morrison provided the oral report for CCR&R. Deb Martens distributed data sheets on Fremont, Page and Taylor Counties. Fremont and Page Counties are well above the State average as far as Child.Net Certified Homes and QRS rankings of Level 3 and 4. This is a reflection of the priority the local Board has placed on quality. The Spring Training Conference for child care providers was held in Clarinda at IWCC on April 17, 2010 with 66 providers attending.

Kathy Boysen/Director of Special Programs with the Clarinda Community School District reported on the funds they had been granted for the Early Childhood Institute. Kathy shared that only 5 children that entered kindergarten this last fall in Clarinda did not have preschool experience. Kathy stated that they had been able to utilize the tuition grants through empowerment for the past several years. Kathy shared that the school district is anticipating less handicap children this next year as opposed to this year. Kathy reported that this has been a terrific opportunity for the paraprofessional's to get good training on what is a good curriculum for preschool students. Kathy shared that they use

Creative Curriculum and will be using the remainder of funds to purchase materials that go with the curriculum. Success story is . . . she helps test all the kindergarten students that come in and all tested pretty good with the exception of one little girl that has had health issues. Kathy also reported that the Clarinda Community School District would not be applying for the Voluntary 4-Year Old Grant.

Angie Lutt reported on Stork's Nest Program. Angie shared that although she is the only staff that does the shopping and so forth, there are lot of other folks behind the scenes that assist. Angie stated she had 192 clients at end of March and is now down to 172. Changes that Angie reported for this year due to reduction of funds: serving families with children prenatal to 1 year of age as opposed to the prenatal to 2 years of age; removed some points that were geared to 1-2 year olds and also some of the incentive items that were geared toward the 1-2 year olds. They have had to look for funding sources elsewhere. Other challenges: needs and circumstances this past year have been greater due to the economic crisis; struggles gals are having to get to the classes is a lot greater than before; and moms are running out of formula more often. Angie stated that they use to receive a request every 3-4 months for formula and now they receive requests monthly. Angie conducts 6 classes each month in Sidney, Shenandoah and Clarinda, 2 in each town. One grandma continues to come on a regular basis although she has aged out. One of the strengths is the collaboration between empowerment funded programs this year. Another challenge this year was extremely young families. Angie went to Ames to the Child Safety Seat Conference two weeks ago and states that booster seats need to be promoted this year. Statistics for this area, we were 3 shy of having done the same amount of safety seat checks that Pottawattamie County had done this year.

Marlene left the room at 6:09 PM and returned to the room at 6:10 PM.

Linda Orme, the Welcome Baby Program Coordinator provided the oral report for the program. The Welcome Baby Program is a one-time new baby visit program and Linda shared that she has served 72 clients since July 1, 2009. Linda stated each family she visits receives a blanket that volunteers have made and a packet of resource information. Information on the development of the baby and what to expect for next year is shared. Coupons from the merchants in the Page County area are included in the Welcome Baby bag. Linda mentioned that they have had problems getting any merchants from Fremont County to donate coupons. One challenge that Linda shared is in trying to identify all new babies born. Another challenge Linda has faced is parents saying they don't need the new baby visit. A challenge for SFY' 11 is the empowerment funding having been cut. Bernie Wagoner shared that the Welcome Baby program has been going for 10 years. Bernie also stated that they have plenty of the Welcome Baby calendars left that they can use for next year as well as some other resources.

REVIEW/APPROVAL OF MARCH 9, 2010 BOARD MEETING MINUTES

Minutes of the March 9, 2010 Board meeting were reviewed. Margaret Johnson moved to approve the March 9, 2010 minutes as corrected. Lois Jean Ellison seconded. Motion carried unanimously.

REVIEW/APPROVAL OF April 27 2010 BOARD MEETING MINUTES

Minutes of the April 27, 2010 Board meeting were reviewed. Margaret Johnson moved to approve the April 27, 2010 minutes as corrected. Lois Jean seconded. Motion carried unanimously.

FINANCE COMMITTEE

The Finance Committee presented a summary of bills that had been paid for the period of March 10, through May 11, 2010. Lois Jean commented on a mileage claim that had been turned in back in March that included leaving the training site to go for lunch. Lois Jean stated one of the most recent concerns was in regard to Kornerstone Kids Day Care in Hamburg having a sunshade constructed by the husband of a Board member. Lois Jean shared that Pam had requested some guidance from the State on this and at this time Pam shared the response she had received from Deb Scrowther and Janet Gartin at the Office of Empowerment/Department of Management:

It is too late now. Also, part of the services or even the labor may have been donated. If the board thinks it must be RFP'ed they should include the requirement in their contracts or at least have language that conflicts of interest including perceived conflicts are to be avoided. They should keep in mind that requiring it to be RFP'ed may cause the cost to go up.

It does seem to cross over to micromanaging...

Lois Jean also shared that there are times when Pam has to do follow-up with the preschools in regard to a child's percentage of attendance. Jayne Wilson moved that the report be received and approved to be filed for audit. Mel Hurst seconded. Motion carried unanimously.

Payment To	Amount
Clarinda Community Preschool	\$1,192.89
Clarinda Community Preschool	\$2,150.00
Clarinda Community Preschool	\$2,055.00
Clarinda Community Preschool	\$168.92
Clarinda Community Preschool	\$2,055.00
Clarinda Community School District - Garfield Preschool	\$210.00
Clarinda Community School District - Garfield Preschool	\$140.00
Clarinda Community School District - Garfield Preschool	\$140.00
Clarinda Community School District - Garfield Preschool	\$489.00
Clarinda Herald Journal	\$600.00
Clarinda Printing and Graphics	\$28.00
Clarinda Printing and Graphics	\$146.30
Clarinda Printing and Graphics	\$5.29
Clarinda Printing and Graphics	\$56.00
Counsel Office and Document	\$38.35
Counsel Office and Document	\$253.40
Counsel Office and Document	\$46.74

Essex Child Care Center	\$436.00
Essex Child Care Center	\$436.00
Essex Child Care Center	\$436.00
Farragut Community Schools – Preschool	\$425.00
Farragut Community Schools – Preschool	\$1,330.00
Farragut Community Schools – Preschool	\$425.00
Fremont County Extension	\$2,707.95
Fremont County Extension	\$3,206.25
Fremont County Extension	\$2,547.21
Fremont-Mills Community Schools - Preschool	\$1,294.00
Fremont-Mills Community Schools - Preschool	\$1,130.00
Fremont-Mills Community Schools - Preschool	\$900.00
Grandma's House Daycare	\$103.96
Hamburg Community Schools - Marnie Simons Preschool	\$520.19
Hamburg Community Schools - Marnie Simons Preschool	\$260.00
Hamburg Community Schools - Marnie Simons Preschool	\$260.00
Inukshuk Technologies, LLC	\$52.50
Inukshuk Technologies, LLC	\$59.00
Inukshuk Technologies, LLC	\$87.00
Iowa State University Extension - Council Bluffs	\$520.96
Iowa Telecom	\$81.98
Iowa Telecom	\$87.81
Iowa Telecom	\$90.84
Kornerstone Kids Child Care Center	\$1,008.75
Page County Auditor	\$1,047.00
Page County Extension	\$2,051.43
Page County Extension	\$3,900.51
Page County Extension	\$2,237.00
Page County Public Health	\$763.09
Page County Public Health	\$1,918.91
Pam Herzberg	\$284.08
Pam Herzberg	\$297.00
Pam Herzberg	\$44.00
Sidney Community Schools - Great Beginnings Preschool	\$1,653.92
Sidney Community Schools - Great Beginnings Preschool	\$1,425.00
Sidney Community Schools - Great Beginnings Preschool	\$161.02
Sidney Community Schools - Great Beginnings Preschool	\$1,425.00
South Page Community Schools	\$920.23
South Page Community Schools	\$770.00
South Page Community Schools	\$190.93
South Page Community Schools	\$770.00
Southwest Iowa Families, INC.	\$9,100.17
Southwest Iowa Families, INC.	\$10,291.67
Southwest Iowa Families, INC.	\$9,480.25
Southwest Iowa Home Health	\$2,420.11

Southwest Iowa Home Health	\$304.98
Southwest Iowa Home Health	\$56.96
Southwest Iowa Home Health	\$295.12
St. John Noah's Ark Preschool	\$860.00
St. John Noah's Ark Preschool	\$860.00
St. John Noah's Ark Preschool	\$860.00
The Clarinda Foundation	\$6,678.72
Turnbull Child Development Center	\$1,595.70
Turnbull Child Development Center	\$1,065.00
Turnbull Child Development Center	\$1,065.00
Turnbull Child Development Center	\$1,065.00
West Central Community Action	\$299.28
West Central Community Action	\$700.00
West Central Community Action	\$345.72
West Central Community Action	\$278.64
OVERALL TOTAL PAYMENTS	\$95,662.73

Payment To	Amount
Grandma's House Daycare	\$2,255.00
Kornerstone Kids Child Care Center	\$493.45
Kornerstone Kids Child Care Center	\$636.59
Page County Public Health	\$1,033.41
Page County Public Health	\$1,194.42
Page County Public Health	\$1,039.60
West Central Community Action	\$2,070.56
West Central Community Action	\$1,469.66
West Central Community Action	\$5,876.96
TOTAL PAYMENTS	\$16,069.65

OVERALL TOTAL PAYMENTS **\$111,732.38**

JUNE MEETING CANCELLED

Discussion took place as to whether or not there was a need for the June Board meeting. Mel Hurst motioned to cancel the scheduled June Board meeting with the next regular meeting held in July. Margaret Johnson seconded. Motion carried unanimously.

3RD QUARTER REPORTS

Pam informed the Board members that they had been provided with the 3rd quarter reports this evening. The Board members are to review the reports and submit any questions they may have to Pam.

WEATHER RADIOS AND CPR TRAINING

Pam shared with the Board that since the Child Care Nurse Consultant had quit that would leave a substantial amount of unexpended funds that could be used for other health and safety issues. Pam stated that several of the centers and preschools as well as registered home providers have expressed being in need of a weather radio. Pam asked

the Board if they would allow her to pursue and purchase weather radios for all registered home providers, centers and preschools that currently do not have one or are not already connected to another warning system. Margaret Johnson moved to allow Pam to pursue and purchase weather radios for those registered home providers, centers and preschools that currently have the need for one. Lois Jean seconded. Motion carried unanimously.

Pam also shared that she had just been contacted today by Mary K. Kesterson/Fremont Co. Public Health in regard to CPR training for providers. Mary K. and Pam had worked with Michelle Bolander/Sidney resident a couple of years ago to provide CPR training at a minimal cost to providers in the two county area. Pam stated that the certification period was for 2 years and the 2 years is now up. Pam reminded the Board that when this was last done the only cost to providers was for the instruction booklet and the CPR certification card. Pam also mentioned that the Board had chosen to give Michelle a gift certificate in lieu of her time. Margaret Johnson moved to authorized Pam to arrange CPR training for our providers. Lois Jean Ellison seconded. Motion carried unanimously.

BOARD BY-LAWS

Pam pointed out revisions that the Board Processes Committee was recommending being made to the by-laws for SFY' 11. The changes included: changing the word empowerment to early childhood throughout; changing the office address; changing Early Childhood Committee to Early Childhood Advisory Committee; and the insertion of a clause that would allow for telephonic meetings. Pam reminded the Board that they would discuss these changes at this meeting and then vote on the changes at the July 2010 Board meeting.

PRESENTATION OF NOMINATION SLATE FOR SFY' 11 BOARD OFFICERS

Members of the nomination committee reported that they had met on May 5, 2010 to develop a slate of nominations for Board officers for SFY' 11. Those nominations were: Kim Behrens as Chairperson; Margaret Johnson as Vice-Chairperson; and Mel Hurst as Secretary. Pam reported that Mel had declined the nomination of secretary.

ELECTION OF BOARD OFFICERS:

Lois Jean Ellison moved that the Board accept the slate of officers as presented by the nomination committee and that the Secretary position remain open until filled. Marlene Bashaw seconded. Motion carried unanimously.

COMMITTEES

After discussion Board members determined that they would remain assigned to the same committees for SFY' 11 as they had been on for SFY' 10.

Mel left the room at 7:08 PM and returned at 7:09PM

BOARD MEETING SCHEDULE FOR SFY' 11

The Board discussed meeting dates for SFY' 11 as follows: July 13, 2010; September 7, 2010; November 9, 2010; January 11, 2010; March 8, 2010 and May 10, 2010. The Board noted that there would be a working Board meeting scheduled during the month of

April to process proposals. The Board also noted that was the possibility of other Board meetings being scheduled in regard to the merger that would be taking place between Corner Counties and Taylor County by July 1, 2011. Mel Hurst moved that regular Board meetings for SFY'11 be scheduled for July 13, 2010; September 7, 2010; November 9, 2010; January 11, 2010; March 8, 2010 and May 10, 2010. Lois Jean Ellison seconded. Motion carried unanimously.

ORAL REPORTING

The Board discussed the manner in which oral reporting had taken place during SFY'10 and whether or not to follow in the same format for SFY'11. Margaret Johnson moved that the Board continue with the oral reporting format as is for SFY'2011. Mel Hurst seconded. Motion carried unanimously.

BUDGET SUBMISSION TO STATE FOR SFY'11

Pam presented the Board with the Early Childhood Budget and School Ready Budget for SFY'11 based on the funding awards the Board had done at the April 27, 2010 Board meeting. Pam also provided the Board with a spreadsheet which reflected a forecast of expenditures and estimated carryover for both Early Childhood and School Ready funds. Pam showed the Board where she had placed the carryover funds within both budgets. Pam reminded the Board members that you provide only "estimated" amounts not actual amounts of carryover funds. Therefore, Pam informed the Board if they were to approve this for submission with any carryover funds being allocated as shown then she could submit to the State prior to the July Board meeting. Lois Jean Ellison moved that the budget be approved for submission to the State. Mel Hurst seconded. Motion carried unanimously.

Marlene left the meeting at 7:17 PM.

MERGING OF CORNER COUNTIES AND TAYLOR COUNTY EARLY CHILDHOOD AREAS

Margaret Johnson covered the joint Board meeting held between Corner Counties and the Taylor County Boards on April 29, 2010. A schedule of the Public Forum meetings was included in this evening's handouts. Jayne Wilson stated she would attend the meeting in Clarinda on May 17, 2010. Margaret Johnson and Mel Hurst indicated they would attend the Fremont County meeting on May 18, 2010. Lois Jean Ellison indicated she would attend the meeting in Taylor County on May 20, 2010. Pam shared that she and Jenny Ernst/Taylor County Director would attend all three meetings. Margaret stated that Pam and Jenny would be working on the By-laws and the Community Plan and would meet with the respective committees for review.

PRESCHOOL EXCHANGE GROUP UPDATE

The minutes from the April 6, 2010 Preschool Exchange Group meeting were included in this evening's handouts. Pam provided a brief overview of this meeting sharing that Penny Bredensteiner had been recognized as outgoing Chairperson of the group. Pam stated the Preschool Exchange Group meetings would be held in Clarinda beginning SFY'11 to allow Taylor County partners to participate.

EARLY CHILDHOOD COMMITTEE MEETING

The minutes from the May 4, 2010 Early Childhood Meeting were included in this evening's handouts. Pam provided a brief overview stating that the Committee had worked on a community wide assessment that would be distributed throughout Fremont, Page and Taylor Counties from July 2010 through September 30, 2010. Pam also shared beginning SFY'11 the Early Childhood Meetings would be held in Clarinda to allow Taylor County to attend.

DIRECTOR'S REPORT

Pam provided those in attendance with Director Report document that included meetings attended and specific timelines that had been met since the March 9, 2010 Board meeting.

Pam distributed copies of the Family Resource Guide to Board members that had appeared in the Clarinda Herald and Valley News the last of April.

Pam shared the Preschool Tuition Application that she had put together and provided to the preschools for the 2010-2011 school year.

Pam provided a brief overview of the annual report template for SFY'10 and asked that any Board member wishing a copy to request one and she would e-mail to them in an effort to save paper.

Pam had included in this evening's packets a calendar of events for May-June 2010.

ADJOURNMENT

Margaret Johnson moved to adjourn the meeting. Jayne Wilson seconded. Motion carried unanimously. The meeting was adjourned at 7:38 PM with the next Corner Counties Early Childhood Area Board meeting scheduled for Tuesday, July 13, 2010 at 5:30 PM.

Respectfully submitted,
Pam Herzberg
Corner Counties Early Childhood Director