

Northwest Early Childhood Iowa

CHEROKEE * LYON * PLYMOUTH * SIOUX

"Security and success for children by strengthening families and communities."

NECI Board Meeting - November 4, 2010 **Downtown Campus Building – OCAHS** **400 Central Ave NW – Orange City - 1 pm**

I. Welcome and Introductions (1:00pm)

- a. Rick welcomed everyone in attendance. Members present: Rick Droog, David Van Ningen, Joanne Smith, Jim Henrich, Mark Leeds, Randy Bosch, Janice R. Carlson, Julie Schulenberg, Bev Hanno, Shane Walter, Coleman McAllister, Dale Lint, Mark Sybesma, and Deb Bagenstos. Members absent: Jeanne Feeck and Kendra Loutsch. Staff present: Joyce Vermeer, Takysia Larsen and Joy Poppema.

II. Minutes from September 9, 2010

- a. Coleman made a motion to approve minutes, seconded by Jim and approved unanimously.

III. Conflict of Interest (Information)

Rick explained the conflict of interest policy and asked Board members to sign the policy as it was passed around.

IV. ECI Insurance Needs

a. Tool T (Information)

Joyce presented Tool T which explains what insurance coverage is required for ECI areas.

Description of NECI Coverage (Information)

Joyce and Joy met with NECI insurance agent to make sure ECI is in compliance, and ECI is but more information will be presented at the next board meeting to see if changes are necessary.

V. Redesignation

a. Senate File 2088 (Information)

Joyce presented Senate File 2088 information which spells out that ECI areas will no longer be "designated" or "redesignated", but will be given a "level of excellence".

b. Levels of Excellence (Information)

Joyce explained the four levels of excellence: Probation, Compliant, Quality and Model. NECI will have to apply for their level of excellence by September 15, 2011.

c. Involvement and Change Required (Information)

Joyce presented the Board with what is required to attain each level. The categories for review to determine the levels are 1) Community Plan 2) Annual Report 3) Operational 4) Marketing/Public Awareness 5) Advocacy with Public Officials 6) Supporting Quality Programming 7) Open Meetings/Open Records law 8) Fiduciary/Fiscal. Joyce presented a matrix that showed what would be required of NECI staff and Board members to reach each level so Board can decide which level NECI should strive for. Mark and Coleman recommended that in order to meet the requirements for advocacy, have Board members report their meetings with legislators and document it at Board meetings – they meet with legislators, it just is not documented yet.

d. NECI Target Level (Action)

Discussion ensued about which level to strive for. Board members voiced commitment to do their part to reach the level agreed upon. Mark made the point that quality of programming should not suffer due to the extra work involved, that NECI should reach for what is attainable without affecting the work. Joanne said that it may be wise to take it one step at a time and get to Quality, then work the next three years toward Model. No action taken, information only.

VI. FY11 Financials

Northwest Early Childhood Iowa

CHEROKEE * LYON * PLYMOUTH * SIOUX

"Security and success for children by strengthening families and communities."

a. **Report as of 10-26-10 (Action)**

Joyce presented the financials as of 10-26-10. NECI is 33.33% of the way through the fiscal year and is 21% spent. Mark Leeds made a motion to approve the financials, Joanne seconded, approved unanimously.

b. **FY10 Carryover Distribution (Information)**

Joyce presented the carryover adjustments made since the last Board meeting.

VII. Cherokee Healthy Families

a. **Management Options (Information)**

Joyce explained that NECI is to a point where the Board can make some decisions about the future of Cherokee Healthy Families to contract it out. There are three options 1) Offer a contract to Cherokee Regional Medical Center. 2) Go through a competitive process for determining who to offer a contract to. 3) Leave things as they are, without a contract, the Board managing the program.

b. **Contract (Action)**

Joyce presented the possible terms of the contract if given to Cherokee Regional Medical Clinic January 2011. There will be approximately \$45,000 left in that line item of the budget January 2011, \$27,000 would go toward visits with families, \$9,000 toward getting the appropriate people trained, \$5,000 for administrative costs, and \$4,000 for startup costs. If it was a competitive process, the other entities that may apply are not even in Cherokee, it would still be distant supervision, which was supposed to be a temporary situation in the first place three years ago. Dale made a motion for option 1 to contract with Cherokee Regional Medical Clinic and give Rick authority to sign the contract once it is finished, and subject to review by Coleman, Jim seconded, (Janice R Carlson abstained form vote) approved unanimously.

c. **Training Support (Action)**

Julie asked if the \$7,500 carryover money can be used for the training portion so visits will not have to be decreased. Joyce said that is a possibility and if it got to a point where the allocated funds for the Cherokee Healthy Families program were close to being completely utilized that the board could discuss that at a future meeting.

VIII. Board Education Representative (Action)

- a. Brenda Jenkins has agreed to serve on the Board as a representative for NWAEA. Deb made motion to approve her Board membership, Bev seconded, approved unanimously.

IX. Updated Meeting Log (Information)

- a. Joyce presented the updated staff meeting log for information only.

X. Other

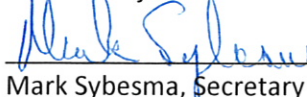
- a. Rick reminded the Board that more meetings may be necessary due to begin preparing for the levels of excellence. January 13, 2011 has been added to the Board meeting schedule.

XI. Next Meeting

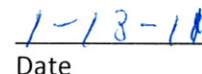
- a. January 13, 2011 at 1:00pm.

XII. Adjourn

- a. Rick adjourned the meeting at 2:16pm


Mark Sybesma, Secretary

Minutes taken by Takysia Larsen


Date