

Northwest Early Childhood Iowa

CHEROKEE * LYON * PLYMOUTH * SIOUX

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

NECI Board Meeting

September 9, 2010

Downstairs Conference Room

Downtown Campus Building – OCAHS

400 Central Ave NW – Orange City - 12:45 pm

(Tour of new office space (as board members arrive) 12:45 pm)

I. Welcome and Introductions (1:00pm)

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

II. Minutes of May 26, 2010 (Action)

Dale made a motion to approve minutes, seconded by Jim, approved unanimously.

III. Early Childhood Community Plan

a. Tool N(A), Developing a Community Plan (Information)

Joyce presented Tool N(A) and explained that each tool interprets the law for ECI areas and helps them understand what is required of them. Tool N(A) is titled "Developing your Community Plan".

b. Joyce presented the revised community plan and explained the changes to the Board. Randy made a motion to approve the revisions, Bev seconded, approved unanimously.

c. Community Indicators/Priorities (Action)

Joyce explained that NECI originally had 3 priorities: abuse prevention, parenting skills, and preschool/child care. Now (with approval) there will be only 2 priorities, having parenting skills absorb abuse prevention as a strategy since they are so closely related. Also, at the last Board meeting, Board members voted on which indicators should be tracked by NECI, Joyce presented the findings. Audrey made a motion to approve the new priorities and indicators, Kendra seconded, approved unanimously.

IV. FY10 Final Financials (Action)

Joyce presented the FY10 final financials. 94% of the total budgeted was expended during the FY10 year. Dale made a motion to approve the FY10 final budget, Shane seconded, approved unanimously.

V. FY10 Annual State Reports (Action)

a. Executive Summary

Joyce presented the Executive Summary section of the annual report to the Board. The Executive Summary profiles a program each year that has been affected by NECI services and/or funds. This year Akron Children's Center is the focus of the Executive Summary.

b. Financial Reports

Joyce presented the Financial Report section of the annual report.

c. Annual Report

Joyce presented the Annual Report that shows the results of NECI work that will be sent to the State once approved by the Board. Rick explained that in January 2011 the State will do a review phone call with the NECI Board regarding the annual report. Mark asked how this past year compares with previous years. Joyce explained that the dollars are working to impact the communities in the four county area through curriculum training and Healthy Families Accreditation. Jim made a motion to approve the annual report, Deb seconded, approved unanimously.

VI. FY11 Budget

a. State Review (Information)

Joyce presented the outcomes of the state review regarding the FY11 budget that was approved by the Board in May. The State approved the budget.

b. FY10 Carryover (Information)

Joyce explained where NECI is going to have carryover from the FY10 budget. It was originally predicted that NECI would have \$50,000 carryover, but the final amount is \$56, 870.74 and the money needs to stay in its original categories. Mark made a motion to have the Board authorize staff to work on where the carryover needs to be placed, Shane seconded, approved unanimously.

VII. NECI Board Membership

a. Tool LL, Board Membership (Information)

Joyce presented Tool LL, which explains Board membership requirements.

b. Term Expiration for 5 Members (Action)

The following members have their current terms coming to an end: David Van Ningen, Audrey Hansen, Rick Droog, Janice R. Carlson, and Mark Sybesma. David is willing to serve again; Audrey would like to bow out of the Board membership and recommends Brenda Jenkins with NWAEA. Rick suggested the nominating committee take a look at how to replace Audrey, and the nominating committee will invite Brenda to the next Board meeting. Rick, Janice and Mark agreed to serve again. Shane made a motion to approve all members who have agreed to serve again, with the exception of Audrey, and keep the NECI officers the same for this next term which is Rick Droog as chairman, Jim Henrich as vice chairman and Mark Sybesma as secretary. Dale seconded the motion, approved unanimously. Joyce explained that Jeanne Feeck has recommended that one of the Board members from Cherokee serve on the nominating committee. Rick appointed Deb to that role, Deb accepted.

c. Election of Officers (Action) (see 8b)

VIII. Cherokee Healthy Families

a. Change to Policy and Procedures Accreditation Manual (Information)

Joyce reminded the Board that they are charged with the duty of revising the Healthy Families accreditation manual to reflect that the Board is the governing board over Cherokee Healthy Families and that the Cherokee County Planning Council is strictly advisory.

b. Contracting Progress (Information)

Joyce explained that she still exploring the option of contracting Cherokee Healthy Families out. Cherokee Regional Medical Center and Carriage Hills Care Center are both showing interest and Joyce will begin meeting with them both.

c. State Mediation Results (Information)

Joyce voiced that she feels that the state mediation that occurred recently regarding Cherokee Healthy Families has made the Board stronger, made staff feel supported, and will create a stronger program for Cherokee Healthy Families.

IX. Name Change in Bylaws (Action)

Dale made a motion to change the NECI bylaws to reflect the NECI name change from Northwest Iowa Community Empowerment to Northwest Early Childhood Iowa. Approved unanimously.

a. NECI Staff Events (Information) Tool MM, Executive Director Competencies

Joyce explained that this item should not be on the agenda, it was presented at the last meeting.

b. Updated Activity Log (Information)

Joyce presented the updated activity log that shows meeting activity for staff.

c. Annual Time Frame for Staff Activities (Information)

Joyce presented the timeline that NECI staff has set for themselves to plan activities for FY11.

X. Future NECI Board Items

a. Next Meeting, Nov. 11, Veterans Day (Action)

Rick mentioned that the November Board meeting falls on Veterans Day and asked members for their input. The meeting was changed to November 4th.

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b. Calendar for 2011 Board Meetings (Action)

Joyce presented the calendar for 2011 Board meetings. The meetings will be Thursday, March 10th, Thursday, June 30th, Thursday, September 8th, and Thursday, November 4th.

c. Redesignation by 9-15-11/Levels of Excellence (Information)

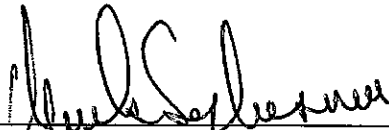
Joyce explained that NECI is up for redesignation and will be given a "level of excellence" instead of being "designated" or "conditionally designated". The levels are *probation, compliant, quality, or model*. Although model is difficult to attain the first year of designation, NECI is going to try.

XI. Other

Rick thanked Audrey for her service on the NECI board over the years and thanked NECI staff for their hard work on the annual report.

XII. Adjourn

Rick adjourned the meeting at 2:19pm.



Mark Sybesma, Secretary

11-4-10
Date

Minutes taken by Takysia Larsen