

**Cedar Valley's Promise Board of Directors**  
**November 17, 2022; 3:30 pm to 4:45 pm**  
 Zoom Meeting  
**Meeting Minutes**

Agenda Item	Summary
1. Call Meeting to Order 3:30 p.m.	<p>ACTION ITEM: <b>Kate Petersen</b> called the meeting to order.                      Time Called to Order: 3:30 pm</p> <p>Members needed for Quorum = 6                      Members Present and <del>Members Absent:</del></p> <p>Kate Petersen                      Felicia Smith-Nalls  <del>Nancy Beenblossom</del>                      Pat Harper                      John Berry                      Lew Everling                      Mladen Gledic                      Mike Knapp                      Joanne Lane                      Marsha Platt  <del>Jamie Schroeder</del>                      Staff: Brenda Loop</p>
2. Review and Approval of Meeting Agenda 3:31 pm	<p>ACTION Item: <b>Kate Petersen</b> asked for a MOTION to approve the agenda.</p> <p><i>Reference: 2022.11.17 CVP Board Agenda</i></p> <p>Motion: To approve the agenda as presented</p> <p>Made By: Joanne Lane                      Seconded By: Lew Everling                      Board Discussion: None</p> <p>Outcome: Motion passed unanimously.</p>
3. Public Comment (limit of 5 minutes per person) 3:31 p.m.	<p>INFORMATION ITEM: <b>Kate Petersen</b> asked if there was any public comment.</p> <p>Guests present will be asked to introduce themselves.</p> <p>Guest: Dr. LaTisha Smith                      Guest:</p> <p>Public Comment: None.</p>

<p>4. Approval of Minutes from Previous Meeting 3:31 p.m.</p>	<p>ACTION ITEM: <b>Kate Petersen</b> asked for a MOTION to approve the minutes of the September 15, 2022, meeting of the CVP Board as presented or as corrected based on Board discussion.</p> <p><i>Reference: 2022.09.15 CVP Board Minutes</i></p> <p>Motion: To approve minutes as presented</p> <p>Made By: Pat Harper Seconded By: Lew Everling Board Discussion: None</p> <p>Outcome: Motion passed unanimously.</p>
<p>5. Financials 3:33 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> asked the Board to review the financials provided before the meeting and ask if there are any questions.</p> <p><i>References:</i> <i>FY23 ECI Revenue and Expenditures (first worksheet called Board Overview)</i> <i>Veridian Statement</i> <i>Green Belt Bank Statement</i> <i>CJIDC Credit Card Statement</i></p> <p>It was noted that some contracts are underspending. The 2 line items that are at 100% for the year has 3 funding line items.</p>
<p>6. Contractor Presentation: Tri-County Child and Family Development 3:55 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> asked the representative from Tri-County to share information about their program. Tri-County is funded out of the School Ready allocation for \$323,127.</p> <p>LaTisha shared slides and information about Tri-County Child and Family. She shared the mission, vision and values. They got a new logo in August. Early Head Start serves children from prenatal to age 3. Families must be below 100% of poverty. Foster children are automatically eligible. Center-based Early Head Start has classrooms at Maywood and Lily Furgerson. They could take more children at Maywood with more staffing. The administrative offices will be moving into the new space formerly Hawkeye Metro Campus in December. When the classroom space at that same building is ready, they will be licensed for 104 children from 0-5 years. Home based Early Head Start currently has 7 home visitors and several vacant positions. Home visitors meet with families for 90 minutes per week plus socialization activities that will be starting again soon. They were paused due to covid. They</p>

	<p>have a new Early Head Start Home Visiting Manager named Vanessa. Tri-County partners with Hawkeye Community College, UNI, and YMCA to pay for eligible children to receive care at those locations. The staff at those 3 locations have access to teacher supports and those sites are invited to participate in Professional Development with the Head Start staff. Tri-County provides health and nutrition services and supports families in completing 2 screening tools, the ASQ-3 and ASQ-SE2. Tri-County also employs an Early ACCESS Coordinator. Lesson plans created by the home visitors are geared toward information gleaned from the screening tools. Children served in center based early head start receive 2 home visits per year and 2 conferences. In addition, family service workers make visits as needed with the families. Early Head Start is currently using Partners for a Healthy Baby curriculum but will be transitioning to Growing Great Kids in January 2023. Staff also use the Teaching Strategies Gold assessment 3 times per year and that also guides the lesson plans created. Tri-County is still struggling with the lack of classroom teachers. They have been able to hire some assistant teachers but cannot open additional classrooms without the lead teacher positions being filled. They have 5 classrooms closed right now due to staffing.</p>
<p>7. Review of 1<sup>st</sup> Quarter Reports 4:09 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> asked for any discussion or questions regarding the first quarter reports.</p> <p><i>Reference: CCNC Q1 Consultation Q1 Coordinated Intake Q1 LSI Q1 OT Q1 Preschool Scholarships Q1 Prof Dev-Training Q1 Tri-County Q1 YPT Q1</i></p> <p>Board Discussion: Brenda shared that there were not significant concerns noted in the first quarter reports other than the Child Care Nurse Consultant position is currently vacant and the Screening program is a new program just getting up and running.</p>
<p>8. Review of ICAP Liability Insurance Coverage 4:20 pm</p>	<p>ACTION ITEM: <b>Kate Petersen</b> asked for a motion and second to approve the invoice received for ICAP Liability Insurance coverage beginning 12/1/22.</p> <p><i>Reference: 22-23 ICAP Renewal Quote</i></p>

	<p>Motion: To approve the renewal of the ICAP liability insurance effective December 1, 2022.</p> <p>Made By: Lew Everling          Seconded By: Mike Knapp          Board Discussion: General discussion regarding the increase in premiums seen. Brenda will be participating in a session with info on preliminary increases for next year.</p> <p>Outcome: Motion passed unanimously.</p>
<p>9. Review of ECI Association Annual Meeting          4:30 pm</p>	<p>INFORMATION ITEM: <b>Brenda Loop</b> shared information from the ECI Association Annual Meeting that was held in Des Moines on November 10.</p> <p>Board Discussion: Brenda shared the FY22 Annual Report and the FY23 Legislative Agenda provided by the association. Discussion regarding outreach that was done by the association regarding the decision to not submit the Preschool Development Grant application to the federal government.</p>
<p>10. Other Discussion or Sharing          4:40 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> asked if there was any additional discussion or sharing from attenders.</p> <p>Board Discussion: Discussion regarding opportunities for advocacy between now and when session begins in January.</p>
<p>11. Adjourn          4:45 pm</p>	<p>Motion: To adjourn</p> <p>Made By: Lew Everling          Seconded By: Mladen Gledic</p> <p>Outcome: Motion passed unanimously.</p> <p>Time Adjourned: 4:45 pm          Next Meeting: January 19</p>