

NORTH IOWA CHILDREN’S ALLIANCE
BOARD MEETING MINUTES

Date: April 16th 2026

Time: 1:00pm

Location: Zoom

Welcome and Roll Call	Meeting called to order at 1:02pm. Board members present: Chris, Ken, Enos, Stephanie, Shana, Sis, Tony, Jen
Others in Attendance	Lezah Hanson (Oral Health) Meghan Judisch (NICA HS Transportation) Gloria Carr- (FMC & T4F ECI Administrative Assistant)
Approve Agenda- <i>Action Required</i>	NICA Board Meeting Agenda 04.16.26 motion to approve by Shana, Motion 2 nd by Enos. Motion carried unanimously.
Minutes - <i>Action Required</i> <ul style="list-style-type: none"> ● March 12th, 2026 	NICA Board Mtg Minutes 03.12.2026. Motion to approve by Shana, Motion 2 nd by Ken, Motion carried unanimously.
Public Comment	No public comment
Financials- <i>Action Required</i> <ul style="list-style-type: none"> ● 2026 Funding Summary ● Directors Financial Outlook 	Lacey gave a financial update for expenditures through March 2026. This included a review of the fiscal agent report, financial outlook for anticipated spending, and spending by contractor. There were no concerns. Motion by Enos to approve the report as presented. Motion 2 nd by Ken. Motion carried unanimously.
Directors Report & ECI Update <ul style="list-style-type: none"> ● ECI State Update 	Lacey shared an update about the proposed HHS ECI Bill. The State Early Childhood Iowa Board met on Friday April 10th from 9:00am- 12pm. The FY27 funding allocations were shared. The next state ECI board meeting is scheduled for May 1 st , 2026 from 9:00am-12pm.
<u>Board Business- <i>Action Required</i></u>	
<ul style="list-style-type: none"> ● NICA Policies & Procedures Update ● FY27 Request for Funding Proposals ● FY27 Shared Coordination Transition Plan 	The board reviewed the paid time off section in the NICA Employee Handbook. Motion by Ken to approve the proposed changes to the NICA Employee Handbook stated below. Motion 2 nd by Shana. Motion carried unanimously. Vacation Vacation leave begins to accrue on the first day of employment. For each year worked or contracted, an additional eight (8) hours of vacation leave will be added at the start of each fiscal year (July 1 – June 30).

Part-time personnel will accrue vacation leave proportionally, based on the percentage of hours worked compared to a full-time schedule. Below is the schedule of annual vacation leave accrual for full-time personnel:

<i>Years Worked</i>	<i>Time Earned</i>
1-4 Years	80 hours/10 days
5-9 Years	120 hours/15 days
10 Years	160 hours/20 days

Carryover and Payout

No more than 40 hours of accrued vacation leave may be carried over from one fiscal year to the next. Personnel will be reimbursed for unused, accrued vacation at their salary rate at the time of separation from employment. Personnel are encouraged to take annual vacation to support work-life balance and wellness.

Motion by Jen to approve Lacey carry overing 40hrs of PTO into Fiscal Year 27. Any remaining PTO will be paid out to Lacey by June 30th, 2026 so that the board and staff can start fresh with the new policy changes. Motion 2nd by Ken. Motion carried unanimously.

A proposed plan to issue a Request for Proposals for projects for FY'27. Motion by Tony to approve the proposed RFP timeline. Motion 2nd by Enos. Motion carried unanimously.

Chris, Ken & Lacey discussed a meeting that they took part of in regard to sharing ECI director coordination with the FMC & T4F ECI boards. The FMC & T4F ECI Director resigned from her position April 2nd. Ken discussed the importance of the NICA merging organically with the FMC & T4F boards. There are many positives to the realignment. The proposed plan for FY27 would be to share coordination of Lacey and Gloria Carr between all three boards. Have one fiscal agent (Cerro Gordo County) and one Employer or Record (CIJDC) for all three boards. Conversations will continue to be had.

Motion by Shana to share ECI director coordination from April 20th- June 30th 2026 with the FMC & T4F ECI areas. Motion 2nd by Tony. Motion carried unanimously.

- Board Membership Application

Discussion: No new applications were received. Lacey shared with the Board about recruitment efforts, which include: posting a public notice in local newspapers, NICA website, sharing at community meetings, materials at local libraries, and brochures left with all three school districts.

- Miscellaneous sharing and updates

No updates were given

Next Meeting Date

- May 14th, 2026 @ 1pm via Zoom

Lacey will send a Zoom invite for the May 14th meeting.

Adjournment

Motion to adjourn by Sis. Motion 2nd by Shana. Motion carried unanimously. Meeting adjourned at 1:52pm