

**NORTH IOWA CHILDREN’S ALLIANCE**  
**BOARD MEETING MINUTES**

Date: March 20, 2023

Time: 2:00pm

Location: Zoom

TOPIC/DISCUSSION ITEM	NOTES
<b>Welcome &amp; Roll Call</b>	Board members present: Chris, Shana, Ken, Sis, Heidi, Marian, Enos, Stephanie. Meeting called to order at 1:01.
<b>Approve Agenda</b>	NICA Board meeting agenda 3.20.2023 motion to approve with the addition of Oral Health update and Head Start Transportation budget request under the Director’s Update by Shana and 2 <sup>nd</sup> by Enos, all in favor.
<b>Minutes - Action Required</b> <ul style="list-style-type: none"> <li>● February 9, 2023 Minutes</li> </ul>	NICA Board Mtg Minutes 1.23.2023 motion to approve by Sis, 2 <sup>nd</sup> by Melinda, all in favor.
<b>Board Items</b> <ul style="list-style-type: none"> <li>● Board Member Terms Expiring – <i>Action Item</i></li> <li>● Redesignation Granted</li> <li>● Board Liability Insurance Risk Review               <ul style="list-style-type: none"> <li>○ Addition to NICA Policies/Procedures – Cyber Security - <i>Action Item</i></li> </ul> </li> <li>● <i>Addition: Oral Health Update</i></li> <li>● <i>Addition: Head Start Transportation Budget Request</i></li> </ul>	<p>Marian’s term expired 3/9/2023. She has offered to remain on the board for an extended term until a replacement is found. Melinda’s term will expire in April 2023. Melinda offered to renew her appointment for another term through 4/2026. Motion to extend Marian’s term and reappoint Melinda was made by Shana, 2<sup>nd</sup> by Ken, all in favor.</p> <p>The state of Iowa ECI Board granted the North Iowa Children’s Alliance redesignation status at their February 2023 Board meeting.</p> <p>Jaci met with a cyber security representative and a liability risk representative from ICAP. These representatives made recommendations for additions to the NICA policies and procedures.</p> <p>1.8 - Cyber Security Policy was reviewed and motion to adopt by Ken, 2<sup>nd</sup> by Shana. All in favor. Jaci will provide a written narrative in our procedures manual regarding the cyber security policy is a result of ICAP recommendations to reduce cyber risk and liability.</p> <p>Oral Health – Lezah Hanson informed the North Iowa Children's Alliance Board that North Iowa Community Action Organization (NICA O) will not be continuing with a contract extension for the oral health program associated with the child health grant effective March 31, 2023. Due to the termination of the Title V Child and Adolescent</p>

	<p>(CAH) grant, NICA will no longer be considered a Child Health Screening Center and therefore unable to bill Medicaid, Hawki, and DWP Kids for services provided to enrolled children. The North Iowa Children's Alliance (NICA) Board will be terminating the contract to provide dental screenings with NICA Oral Health Project (Contract 2023-06) effective April 1, 2023 as a result of no longer qualifying as a Child Health Screening Center and Title V CAH contractor.</p> <p>Head Start Transportation – Trena Cox discussed the need for additional funding to continue providing transportation to Head Start for the remaining 49 days of school. Total expense would be \$14,112. They could utilize their federal funding to provide the additional transportation days, but that would result in a reduction of individual staff wages and reducing hours available. Trena requested that the Early Childhood Continuation program contract be decreased by \$9000 (supplies line item) and increase the \$9000 to the Head Start Transportation program contract. Motion to approve by Ken, 2<sup>nd</sup> by Shana.</p>
<p><b>Director Update &amp; Financial Report</b></p> <ul style="list-style-type: none"> <li>● FY24 RFP Process <ul style="list-style-type: none"> <li>○ Released 3.22.23</li> <li>○ Contract Revisions</li> <li>○ Procedures Funded Program Budget Revisions</li> </ul> </li> <li>● ECI State Wide Service Types</li> </ul>	<p>The NICA RFP for funding will be released on 3.22.2023. All questions related to the RFP will be directed to Jaci. Jaci is currently working on revisions to the FY24 contract to include performance measures and direct links to the state ECI tools and specific performance measures. This will be discussed further at the April meeting.</p> <p>Jaci shared that the projected FY24 allocations would be School Ready = \$444,200 increase of \$8,852 Early Childhood = \$102,171 increase of \$300</p>
<p><b>Financial Report</b></p> <ul style="list-style-type: none"> <li>● Program Financial Report – FY23</li> </ul>	<p>FY23 NICA Financial Workbook</p>
<p><b>FY23 Funded Program Presenters</b></p> <ul style="list-style-type: none"> <li>● Child Care Nurse Consultant</li> </ul>	<p>Presentation will be moved to April.</p>
<p><b>Public Comment</b></p>	<p>Discussion occurred regarding methods to increase referrals to Family Connections home visitation program. Ken and Shana have volunteered to brainstorm ideas with Chelsie.</p>
<p><b>Next Meeting Date</b></p> <ul style="list-style-type: none"> <li>● April 13, 2023 @ 1:00pm via Zoom</li> </ul>	
<p><b>Adjournment</b></p>	<p>Motion to adjourn by Sis, 2<sup>nd</sup> by Melinda.</p>