



NORTH IOWA CHILDREN'S ALLIANCE
BOARD MEETING

Date: January 11, 2024

Time: 1:00pm

Location: Zoom

TOPIC/DISCUSSION ITEM	ATTACHMENTS/REFERENCE ITEMS
<p>Welcome & Roll Call</p>	<p>Board members present: Chris, Enos, Sis, Ken, Heidi, Shana, Stephanie, Melinda and Jennifer.</p>
<p>Approve Agenda</p>	<p>NICA Board meeting agenda 1.11.24 motion to approve by Ken , 2nd by Enos, all in favor.</p>
<p>Minutes - Action Required</p> <ul style="list-style-type: none"> ● November 16, 2023 Minutes 	<p>NICA board meeting minutes 11.16.2023 motion to approve by Shana, 2nd by Ken, all in favor.</p>
<p>Board Policy Review/Additions – Action Required</p> <ul style="list-style-type: none"> ● Communication Policy (New) ● Funded Program Invoice Documentation and Deadlines (Proposed Revisions) 	<p><i>Communication Policy:</i> was presented by Jaci to assure we have an official spokesperson for the NICA Board defined in procedures/policies of the Board. Policy was reviewed. One bullet under procedures was added to reflect topics and requests outside of the local jurisdiction to contact the state of Iowa ECI office. Motion to approve by Ken, 2nd by Shana, all in favor. A public comment/concern form will be added to the NICA website for the public to access.</p> <p><i>Revised fiscal policy:</i> was presented by Jaci. Request to add ‘Contractors may not draw down more than 25% of their grant award per quarter without prior approval of the North Iowa Childrens Alliance Board. If the contract expects to spend large lump sums in any given quarter, this must be explained/justified in the voucher. Motion to approve by Jen, 2nd by Shana, all in favor.</p>
<p>Director Update</p> <ul style="list-style-type: none"> ● Program Visit Compliance Report ● Child Care Work Initiative ● Reorganization of ECI Update ● Board Insurance Renewal (ICAP) – Action Required 	<p><i>Quarter 1 & 2 Program Site Visit Compliance Report:</i> Compliance visits were completed in October and November to check in with programs on provision of programming, utilization of funding, and progress toward outcomes of their program. The Board was provided with a written report.</p> <p><i>Child Care Works Legislative Agenda:</i> Jaci shared the Child Care Works 2024 project impact on child care workers in Cerro Gordo County. Child care works is focused on two priorities: 1. Wage supplement program that uses community and business funding to raise childcare employee wages by \$2/hour and 2. Systematic change that will create long-term revenue source for child care providers.</p> <p><i>Reorganization/Realignment update:</i> The Dept of HHS released the recommendation for 19 programs in a 193 page document. Jaci shared</p>

	<p>high level summary points of the document with specific reference to Early Childhood Iowa portion that begins on page 105.</p> <p><i>Board Insurance Renewal:</i> Current NCIA Board insurance is provided by ICAP with a renewal date of 2/1/24. The ICAP quote is a 7% increase from \$2,577 to \$2,760 expense for the year. Motion to approve Jaci signing the anniversary renewal acknowledgement and payment of the invoice by Enos, 2nd by Sis, all in favor.</p>
<p>Financial Report</p> <ul style="list-style-type: none"> • FY24 Funding Summary • Midyear Reconciliation of Revenues and Expenses FY24 • FY24 ECI Midyear Report • FY23 Annual Financial Audit Report 	<p>FY24 Funding Summary: After the first 5 months – we are at only 28% spent of the School Ready Funding and 34% spent of the Early Childhood funding. Jaci stated she will be surveying programs to determine if funding will be spent by the end of the fiscal year. As a reminder there can be no more than 20% carry over to the next fiscal year.</p> <p>Jaci brought up that we still have a waiting list for preschool scholarships and two more families that would like to apply. Due to a couple of children withdrawing from their scholarships, as well as, \$4000 set aside in special programming Jaci asked the Board if they would like to allocate some of this funding to award the scholarships if still eligible. Estimate that this would not be more than \$300 dollars. Motion to award up to 5 scholarships from the wait list by Shana, 2nd by Ken, all in favor.</p> <p><i>Midyear Reconciliation FY24 Revenues and Expenses:</i> Reconciliation was completed in December with the auditor’s department at Cerro Gordo County (fiscal agent). This process is reviewed annually by our external auditors.</p> <p>Midyear Report: Jaci shared the Midyear Report that is due January 15th in Iowa Grants. After review, motion to approve the report by Jennifer, 2nd by Shana, all in favor.</p> <p><i>FY23 Annual Financial Audit Report:</i> An annual audit was completed in December by the Gardiner Company as a part of the Cerro Gordo County audit. No concerns were noted and the report has been filed with the state ECI office as required.</p>
<p>Public Comment</p> <ul style="list-style-type: none"> • Head Start Transportation Program Update • Oral Health Program Update 	<p>Trena provided an update on the Head Start Transportation program. 2,569 rides have been provided to date. All funds will be expended for this program.</p> <p>Lezah provided an update on the Oral Health program and the transition to Webster Co Public Health. 67 children have been screened, provided with fluoride, and education.</p>
<p>Next Meeting Date</p> <ul style="list-style-type: none"> • February 8, 2024 @ 1:00pm via Zoom 	

Adjournment	Motion to adjourn by Sis, 2 nd by Jennifer, all in favor. Meeting adjourned by 2:12.
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