



**NORTH IOWA CHILDREN'S ALLIANCE
BOARD MEETING**

Date: March 17, 2022

Time: 1:00 -2:30

Location: Zoom

TOPIC/DISCUSSION ITEM	MINUTES
Welcome & Roll Call	Board Present: Chris, Sandy, Melinda, Jennifer, Enos, Sis, Ken, Shana. Heidi and Marion were absent.
Minutes from February 7, 2022 Follow up Discussions	No changes. Motion to accept: Sis and seconded by Melinda. All in favor
Board Member Items <ul style="list-style-type: none"> Board Vacancies: Consumer & Health Rep 	Shana Butler presented as interested in the open health board position to replace Sandy Mirales. Motion to accept: Enos and seconded by Jennifer. All in favor. Chris asked that a certificate or plaque be presented to Sandy for her years of service and commitment to NICA.
NICA Policies <ul style="list-style-type: none"> Approval of Section 2: Board Approval of Section 3: Employees 	Board members were asked if they had any questions after reviewing Section 2 & 3. Motion by Jen and seconded by Sis. All in favor.
Director Update <ul style="list-style-type: none"> Mid-Year Funded Program Compliance Review Board Insurance Update 	Jaci reviewed the mid-year compliance review document with the board. No concerns were expressed. Jaci is still waiting on a response from the insurance agency regarding costs and payment of the board's 2022 policy. This past month Jaci presented to the CPPC/Decat Planning Committee. Jaci discussed the state ECI office move to DHS. This wouldn't be a formal move at this time because ECI is in Iowa Code as a part of the Dept. of Management. Jaci will provide future updates as they occur.
Financial Report <ul style="list-style-type: none"> Full Program Report Preschool Scholarships 	Full Program Financial spreadsheet: Jaci discussed the division of the Childcare Nurse Consultant time between the Early Childhood funds and the School Ready funding. With the assistance of NICA and Monica, we believe we have a solution for the overallocation that occurred in the Early Childhood funds. Total

	<p>FY22 funding awarded to CCNC was \$39,360. We will be reducing the EC funding allocation from \$32,893.52 to \$31,125.81 and increasing the SR funding from \$6,466.48 to \$8,234.19. Approval to move: motion by Jennifer and second by Shana. There is still going to be some work on the budget for the SR portion to balance. Jaci will present ideas at the next meeting regarding the quality fund and the administration portion of SR.</p> <p>Preschool Scholarship Report: Applications are no longer accepted for preschool scholarships. This line item was partially used to correct for an error in starting balances and allocations to programs made in July 2021. Jaci will be reviewing the program for any additional financial changes that need to be made.</p>
<p>2022 RFP Process</p> <ul style="list-style-type: none"> • Release date finalized • RFP process for RFP review by the board • Appointment of RFP review committee 	<p>RFP process will be released on March 25th and applications are due April 29th.</p> <p>A matrix tool will be developed for board members to utilize in scoring the received applications.</p> <p>Jaci requested an RFP committee be put together to review the applications and make a recommendation to the board for approval. Shanell has been asked to join for the meeting of the RFP committee to review ECI performance measures, expectations, and quality programming. Board members that volunteered are: Shana, Sis, Jennifer and Melinda.</p>
<p>Funded Program Updates (5-10 minutes)</p> <ul style="list-style-type: none"> • Family Connections Home Visitation • Calling the Shots 	<p>Chelsie reported on Family Connections Home Visitation program services, numbers served and effects of COVID on the program. Family connections is beginning their state credentialing process that happens every 5 years and is due on March 27, 2023.</p> <p>Jennifer Stiles presented on Calling the Shots on how the process that Calling the Shots goes through from record review, to postcard mailings, contacting families and updating immunization records.</p>

Funded Program Comments	None
Public Comment	None
Next Meeting Date – April 14, 2022 @ 1:00pm. Resume normal meeting schedule – 2 nd Tuesday of the month.	Jaci will post meeting dates, times and zoom link information to the website for the upcoming meetings.
Adjournment	Motion to adjourn by Sis and seconded by Jen at 2:00pm.