

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

Date: December 19, 2024

Time: 1:00pm

Location: Zoom

<b>Welcome and Roll Call</b>	Meeting called to order at 1:06. Board members present: Chris, Enos, Lacey, Melinda, Ken, Jennifer, Stephanie, Heidi.
<b>Approve Agenda</b>	NICA Board Meeting Agenda 12.19.24 motion to approve by Jen, 2 <sup>nd</sup> by Enos, all in favor.
<b>Minutes - <i>Action Required</i></b> <ul style="list-style-type: none"> <li>● November 14, 2024 Minutes</li> </ul>	NICA Board Mtg Minutes 11.14.24 motion to approve by Ken, 2 <sup>nd</sup> by Jen, all in favor.
<b>Financial Report</b> <ul style="list-style-type: none"> <li>● FY25 Funding Summary</li> <li>● Director's Financial Outlook</li> <li>● Fy24 Audit Update</li> </ul>	<p>Jaci reviewed the financial statement and Director's financial outlook. School ready is at 19% spent and Early Childhood funding is at 33% spent as of November vouchers. Some November vouchers are still being submitted.</p> <p>Programs have been asked to submit billing as soon as possible so that the mid-year required state financial report can be completed and submitted by February 16<sup>th</sup>. Jaci will wait until the new director has started for her to complete the reporting.</p> <p>There were no findings of concerns found during the audit. A final report will be issues soon and an invoice submitted to us for payment.</p>
<b>Board Business –</b> <ul style="list-style-type: none"> <li>● Update on Position and Hiring</li> <li>● Board Position – <i>Action Required</i></li> <li>● Request for Reconsideration: Mental Health Consultant Funding Reduction – <i>Action Required</i></li> <li>● Discussion on Child Care Retention and Recruitment Data and Next Steps</li> <li>● Family Connections Subcommittee Update</li> </ul>	<p>Lacey Waller has accepted the NICA Director position and will start on January 2<sup>nd</sup>. Jaci will provide transition training for Lacey with the first tasks of annual performance reporting and program report reviews.</p> <p>Lacey will be resigning her position as a Board member effective at the end of the meeting. Board members are asked to think about replacements for Lacey's position on the Board.</p> <p>NICAO asked that the Board reconsider their previous decision to reduce the Mental Health Consultant contract by \$17,656. The contract was reduced as the mental health consultant isn't able to provide all the services required due to completing her masters level internship. The Board discussed the request for a change in scope of the current contract to allow for a floated at the mason City schools to assist with transition needs of those children with social and emotional concerns. Motion by Jen to not change the decision and move forward with reducing the contract by \$17,656, 2<sup>nd</sup> by Ken, all in favor. Jaci will send the contract revision to Cindy Davis for signature.</p>

	<p>During the last two Board meetings discussions have continued on how to utilize carryover funding to focus on the child care crisis in Hancock and Worth Counties. (Cerro Gordo has not been included due to their current funded program: Childcare Works). CCR&amp;R collected data on the number of licensed centers and employees, as well as, home licensed provider to determine the number of employees and individuals that would qualify for a onetime bonus retention program. Kathy and Jaci have started on an application process and program details. Next Board meeting to discuss how carry over funding will be utilized and the amount that may be needed for a retention recruitment program.</p> <p>The Family Connections subcommittee updated that a compliance plan was drafted to try and increase the case load of families in the program. The subcommittee will be meeting with Chelsie again on January 3<sup>rd</sup> at 12:30 to receive an update on progress.</p>
<p><b>Director's Report</b></p> <ul style="list-style-type: none"> <li>• State Mid Year Report Requirements</li> <li>• Transition Update</li> </ul>	<p>The State Mid Year Financial and program update (Qualtrics) will be due on February 17<sup>th</sup>. It will be released by January 16<sup>th</sup> for the beginning of data entry. Jaci will assist Lacey in getting started in the state program and reporting requirements.</p> <p>Lacey will be meeting with Jaci over several weeks to transition workload and equipment. Jaci will remain in a TA role as needed.</p>
<p><b>Public Comment</b></p>	<p>None</p>
<p><b>Next Meeting Date</b></p> <ul style="list-style-type: none"> <li>• January 9, 2025 @ 1pm via Zoom</li> </ul>	<p>Jaci will send an invite for 2025 meeting schedule. Agenda items to include formal resignation and acceptance of Lacey's Board position.</p>
<p><b>Adjournment</b></p>	<p>Motion to adjourn by Jen, 2<sup>nd</sup> by Melinda, all in favor. Meeting adjourned at 2:04.</p>