

Cedar Valley's Promise Board of Directors  
 September 14, 2023; 3:30 pm to 4:30 pm  
 Zoom Meeting  
 Action Agenda

Agenda Item	Summary
1. Call Meeting to Order 3:30 p.m.	<p>ACTION ITEM: Kate Petersen will call the meeting to order.            Time Called to Order: 3:30pm</p> <p>Members needed for Quorum = 5            Members Present and <del>Members Absent:</del></p> <p>Kate Petersen            Felicia Smith-Nalls            Nancy Beenblossom            Pat Harper            William Aukes            John Berry            Lew Everling            Mike Knapp            Joanne Lane            Marsha Platt            Staff: Brenda Loop</p> <p>Guest: Sarah Boleyn</p>
2. Review and Approval of Meeting Agenda 3:31 pm	<p>ACTION Item: <b>Kate Petersen</b> will ask for a MOTION to approve the agenda.</p> <p><i>Reference: 2023.09.14 CVP Board Agenda</i></p> <p>Motion: To approve the agenda</p> <p>Made By: Joanne Lane            Seconded By: Pat Harper            Board Discussion: none</p> <p>Outcome: Unanimously approved</p>
3. Public Comment (limit of 5 minutes per person) 3:32 p.m.	<p>INFORMATION ITEM: <b>Kate Petersen</b> will ask if there is any public comment.</p> <p>Guests present will be asked to introduce themselves.</p> <p>Guest: Sarah Boleyn            Guest:            Public Comment: none</p>

<p>4. Approval of Minutes from Previous Meeting 3:33 p.m.</p>	<p>ACTION ITEM: <b>Kate Petersen</b> will ask for a MOTION to approve the minutes of the June 15, 2023, meeting of the CVP Board as presented or as corrected based on Board discussion.</p> <p><i>Reference: 2023.06.15 CVP Board Minutes</i></p> <p>Motion: Motion to approve the minutes from June 15,2023</p> <p>Made By: Pat Harper Seconded By: Lew Everling Board Discussion: none</p> <p>Outcome: Unanimously approved</p>
<p>5. Financials 3:34 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> will ask the Board to review the financials provided before the meeting and ask if there are any questions.</p> <p><i>References:</i> <i>FY24 ECI Revenue and Expenditures (first worksheet called Board Overview)</i> <i>Veridian Statement</i> <i>Green Belt Bank Statement</i> <i>CJIDC Credit Card Statement</i> Brenda reviewed the FY24 ECI Revenue and Expenditures form and shared the projected expenses for the conference in Nashville in November.</p>
<p>6. Conflict of Interest Statements 3:36 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> will ask the board to complete the conflict of interest statement that Brenda will be emailing.</p> <p>Board Discussion: Kate shared that these forms will be coming out to us soon and we need to complete them and return them asap.</p>
<p>7. FY24 Succession Plan 3:37pm</p>	<p>ACTION ITEM: <b>Kate Petersen</b> will ask for any discussion regarding the updated succession plan for FY24.</p> <p><i>Reference: FY24 Succession Plan</i></p> <p>Motion: To approve the succession plan for FY24</p> <p>Made By: Mike Knapp Seconded By: Joanne Lane Board Discussion: none</p> <p>Outcome: Unanimously approved.</p>

<p>8. Contractor Presentation: CCR&amp;R 3:38 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> will ask the representative from CCR&amp;R to share about their services. Sarah shared a video from CCR&amp;R that covers every aspect of being a child care provider. They are on the following platforms: Facebook, Twitter, and Instagram. It was suggested by a board member to contact KWWL and other radio stations. Sarah also shared that they have used CVP funding to do start up grants. Presently there are 113 Registered Homes in Black Hawk County, 3 are new homes and 1 application is pending. In May, 3 Homes became 1Q4K level 1 homes and 1 became a 1Q4K level 3 home. Since July they have spoken with 25 people interested in learning more about registration. There are 71 Licensed Centers. One is a new Head Start site on West 4<sup>th</sup> Street. There is 1 new one in the construction phase, 1 has become 1Q4K working on a 1 rating. There are multiple programs working on requirements with goals for a 1Q4K to be completed this year. Two programs have completed 1 year of Positive Behavior &amp; Intervention Supports (PBIS) participation. There have been a lot of staff meetings and various training courses. Sarah also shared information on Child Care Nurse Consultants and various trainings for them. Some info is on Health and Safety checklist, consulting special needs, communicable diseases, outdoor surfaces, etc. There has been coordinated training regionally and promoted statewide training. They have offered face to face instruction and safe food instruction. Sarah also shared the new state initiative and challenges they face.</p> <p>Board Discussion: Many said thank you for all Sarah's work.</p>
<p>9. FY23 Annual Report 4:03 pm</p>	<p>ACTION ITEM: <b>Kate Petersen</b> will ask if there are any questions about the FY23 Annual report and supporting documentation.</p> <p><i>Reference: FY23 Annual Report Board_Membership_Matrix_FY23 EC Financial Statement _SFY23 SR Financial Statement _SFY23 Community_Plan_Updates_SFY23 FY23 Executive Summary</i></p> <p>Motion: To approve the FY23 annual state report</p> <p>Made By: Felicia Smith-Nalls Seconded By: William Aukes Board Discussion: none Outcome: unanimously approved</p>

<p>10. HHS Alignment Information 4:14 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen and Brenda Loop</b> will share information learned from the HHS Alignment meetings.</p> <p>Board Discussion: Brenda and Kate both shared some about the changes coming from HHS.</p>
<p>11. Other Discussion or Sharing 4:28 pm</p>	<p>INFORMATION ITEM: <b>Kate Petersen</b> will ask if there is any additional discussion or sharing from attenders.</p> <p>Board Discussion: none</p>
<p>12. Adjourn 4:29 pm</p>	<p>Motion: To adjourn Made By: Pat Harper Seconded By: John Berry</p> <p>Outcome: Unanimously approved</p> <p>Time Adjourned: 4:29 pm Next Meeting: November 16, 2023, 3:30 pm</p>