

Children First Board meeting minutes

9-28-2020, Zoom only

At 1:03 pm this meeting of the Children First board was called to order with the following present:

Board members: Carolyn Baker, Mike Linnenbrink, Mark Meek, Kathy Osipowicz, Amanda Swan, and Ryan Wilson. Quorum was met with 6 of 9 board members present.

Board members not present: Rich Harlow, Kayla Schwartz and Meagan Vogel

Director: Ginger Knisley

Guests/ECTF members: Cheryl Flaatten, Melissa Daugherty, and Morgan Small (logged in during agenda item number 5 "Financial Reports")

There was a **motion** by Ryan with a second by Kathy to approve today's agenda. All voted aye.

There was a **motion** by Mike with a second by Carolyn to approve the minutes from the last meeting as written. All voted aye.

Annual Presentation to the Board

Melissa Daugherty reported to the board on the VBPAT program. She shared that they are currently doing all visits and group meetings virtually. Last year they served 46 families with 62 children and are currently serving 36 families with 52 children. They are not getting referrals from the VBCH as they used to and are working on improving that again. They have steady funding for the current year except for the group coordinator position which is no longer funded by PCAI. They are seeking funding for that still. They ended FY19 slightly short of their goal number/rate of visits partly due to COVID but are on track in the current year. A positive consequence of virtual activities is a lesser amount of time for travel and cost of mileage. A concern of virtual visits is that they are not seeing the children and family environments as usual. Jesse has completed the family support credential, Patty will be taking the exam in January, and Melissa is waiting for the supervisor version to be released for her.

Director Report

Ginger gave a Director report including updates on board business, legislation, statewide director's meeting, and board membership. She explained there are several different unique initiatives in process right now that are taking a lot of her time such as Child Care Staffing workgroup, Communities of Practice meetings, Resilient Communities workgroup, and Child Care quality improvement committee. Kathy asked how Learning Tree was paying for their preschool teacher since the Children First board was only able to fund the curriculum. Ginger said she would ask but assumes it is being paid out of the general revenue of the center.

Financial Report

The expenditures and revenues were reviewed by the board and Ginger explained the highlighted line items of EC & SR Reserve for Legislative cuts, EC and SR quality improvement, EC Summit, and EC Provider Support fund. She shared that the general opinion from the state is that there will not be mid- year reductions. Although that appears like good news and the board can be planning to spend the reserve funds, Ginger recommended waiting until legislators are in session for a few weeks before committing the entire reserve just in case. Mike asked if it was likely we could expect an increased allowance on carry forward again for FY20 and Ginger advised that she did not think that was likely. There was a **motion** by Kathy and a second by Amanda to accept the financial reports for August 2020. All voted aye.

Annual Presentation to the Board

Morgan Small shared an update with the board on the Sieda preschool services in Van Buren County. She reminded the board that this year they are funding part of the family services worker position and stated that person has been a great deal of help to staff and families in getting through the enrollment process with all the added complications of COVID. Neither of the VB/Sieda preschool classrooms is at capacity as some families are keeping their 3 year olds home due to COVID. Morgan reports that the children wear masks in common areas of the schools and they have had surprisingly few issues with it. She also explained they are doing some activities with families via an online service, See Saw, in order to familiarize everyone with it in case the need to move to virtual learning comes up. Mike asked if they were using that service with families who originally enrolled their children but then kept them home. Morgan said they are not but they are staying in contact with those families.

Budget Amendments

Ginger explained two sets of activities she proposes amending the budget to move forward in this time of COVID and not being able to hold large conferences etc. One has been previously approved by the Executive Committee pending full board support in order to reimburse providers for trainings that have a cost associated with them (such as the IAEYC Fall Institute) as well as assist with reimbursing for health and safety items such as no-touch thermometers. This could be funded in the existing line item of Provider Support fund as the forums are not occurring.

The second set of activities is to offer NAC trainings to center directors with one being in person this fall and another virtually after the first of the year. Cheryl assisted in explaining NAC and the costs associated with each scenario. The NAC project would be a joint effort with DHLW board and the total cost is in the range of \$14,000 if 20 directors participate. If there was equal representation from providers in each ECI area that would be approximately \$7,000 for each board. Cheryl's current contract already includes \$3,000 for a fall conference we cannot now hold due to COVID. This would leave \$4,000 to be used from the existing quality improvement line items in the budget.

Mark asked if Ginger would recommend amending the budget to allow for these activities. Ginger said she would.

There was a **motion** by Mark with a second by Carolyn to approve the language changes in the budget to allow for both of the above activities. All voted aye.

Board member report out of EC issues & Public Comment

Cheryl asked what year the proposed performance measures changes would take affect if approved by the ECI State board at their November meeting. Ginger shared it would not be until at least FY22.

Adjourn– There was a **motion** by Ryan and a second by Carolyn to adjourn the meeting at 2:16 pm. All voted aye.

The next **Children First board meeting** will be held via Zoom with a possible in person option on Monday, October 26th at 1:00 pm.

Gk

Date approved _____ Board officer signature _____