



## **Johnson County Empowerment/Early Childhood Iowa Board**

**Thursday, January 19 2023  
6:30-8:00 p.m.**

**The JCE/ECIA Board will be meeting in a hybrid format Johnson County Health and Human Services Conference Room 203 B/C is reserved for this meeting and instructions to join via zoom are below. Join via Zoom video at <https://zoom.us/j/83833295570>**

**Join via Zoom phone at 312-626-6799 with Meeting ID 838 3329 5570.**

Draft Agenda: Please check [https://johnson-county.granicus.com/ViewPublisher.php?view\\_id=1](https://johnson-county.granicus.com/ViewPublisher.php?view_id=1) 24 hours before the meeting for any changes.

- 1. Call Meeting to Order, Establish Quorum, and Approve Previous Meeting Minutes [Board Action]**
- 2. Public Comment**
- 3. Director's Report**
- 4. FY23 Midyear Budget**
- 5. Contractor Presentations**
  - a. **CART**
  - b. **NCJC Early Education**
- 6. Passport to Early Learning incentive update and funding priorities**
- 7. FY23 Budget [Board Action]**
- 8. FY24 RFP/Renewals Plan [Board Action]**
- 9. Adjourn**

**If there are questions about this agenda or if attendees require a modification because of a disability, please contact Sam Turnbull at [empower@johnsoncountyiowa.gov](mailto:empower@johnsoncountyiowa.gov) or (319) 356-6090.**

**Next Board meetings: February 16, 2023**

**Johnson County is a safe and healthy community in which to learn, work, and live.**

Johnson County Empowerment • 855 S Dubuque Street, Suite 202B • Iowa City, IA 52240 • Telephone 319.356.6090

<https://johnsoncountyiowa.gov/empowerment-early-childhood-iowa-area> • [empower@johnsoncountyiowa.gov](mailto:empower@johnsoncountyiowa.gov)

BOARD REPORT OF EXPENSES  
DECEMBER 2022

Payee	Period	Invoice Date	SR	EC	Non-Grant
Clerk SR	Nov	11/30/2022	\$1,013.43		
UAY	Oct	11/15/2022	\$8,345.50		
NCJC PAT	Oct	11/15/2022	\$24,975.00		
QI ECC	Nov	11/30/2022	\$7,296.86		
NCJC PAT	Nov	12/15/2022	\$23,085.00		
UAY Young Parents	Nov	12/15/2022	\$7,850.55		
NCJC Wrap	Oct	11/11/2022	\$1,763.96		
Love a lot	Oct	11/23/2022	\$900.00		
Melrose Daycare	Nov	12/5/2022	\$690.00		
ICCSA	Nov	12/2/2022	\$1,600.00		
Kids Point	Nov	12/1/2022	\$500.00		
Prince of Peace	Nov	12/2/2022	\$480.00		
NCJC Wrap	Nov	12/15/2022	\$1,230.13		
Amazon Safe Sleep	Dec	12/8/2022	\$1,825.88		
Sherri Hunt Safe Sleep	Dec	12/7/2022	\$299.09		
Amazon Car Seats	Dec	12/19/2022	\$419.90		
Amazon Car Seats	Dec	12/12/2022	\$1,278.55		
HACAP	Nov	12/5/2022		\$4,791.71	
Grant Wood AEA	Nov	12/7/2022		\$5,919.81	
Home Ties	Nov	12/6/2022		\$4,250.00	
Clerk EC	Nov	11/30/2022		\$499.15	
<b>TOTAL</b>			<b>\$83,553.85</b>	<b>\$15,460.67</b>	

## January 2023 Director Report - Johnson County Empowerment/Early Childhood Iowa Area

### STATEWIDE UPDATES:

- **State Early Childhood Iowa**

- The State ECI team held a What's Happening in ECI zoom. The recording of that is now available here: <https://earlychildhood.iowa.gov/event/whats-happening-early-childhood-iowa-1>
- Shanell Wagler (longtime ECI state TA team member) announced she is retiring at the end of January.

### LOCAL UPDATES:

- **General**

- **Expense Report:** Our December 2022 expense report is in your board packet.

- **Programs**

- **School Ready Scholarships:** I have started receiving some inquiries about scholarships for next year, but at this point we are not on track to spend down our scholarship budget due to many families being over income eligibility. We can consider reducing the scholarship budget line item. Currently about \$34,000 is committed.
- **Car Seats and Safe Sleep:** I held 3 safe sleep events in December and January that were attended by 14 families. I will continue holding safe sleep events while we have pack n plays available. We have a Family Safety Event scheduled Saturday January 21 9am-11am (with car seat installations going until Noon). HACAP, JCPH and ICPD will be present providing outreach and we will distribute books and car seats. I would welcome any board volunteers.
- **Underspent programs**
  - JCPH CCNC: has only billed for \$108/\$59,750
  - JCPH Dental: has not billed at all
  - NCJC Wrap: underspent- will present tonight and will work on getting us a projected spend down and proposals to re-allocate or reduce budget.
  - UAY Young Parent: will check in after they submit a 1<sup>st</sup>/2<sup>nd</sup> quarter report to see if a budget reduction is needed.

- **Committees**

- **Early Ed Work Group (Joan and Cheryl board liaisons):** Meets on the last Monday of the month 2:30-3:30 pm.
- **Parent Ed Work Group (Emily board liaison):** Meets on the first Monday of every other month 1-2 pm.
- **Health Work Group (Susan board liaison):** Meets on an as needed basis.

- **Community Collaboration**

- **Child Care Wage Supplement:** We are hopeful this program will begin accepting applications soon.
- **Diaper Distribution:** We will distribute diapers at the Family Safety Event.
- **ICCSD pursuing universal 4 year old preschool with LOST:** I took part in a meeting where Lisa Williams from the Iowa City School Board presented about the board pursuing local option sales tax funds from cities in Johnson County to fund universal full-day 4 year old preschool. The proposal would be for no-cost full-day care for free and reduced lunch eligible students and low-cost full-day care for everyone else.
- **MLK Day at Iowa Children's Museum:** I collaborated with Children's Museum to distribute free books at their free play day on Martin Luther King Day.

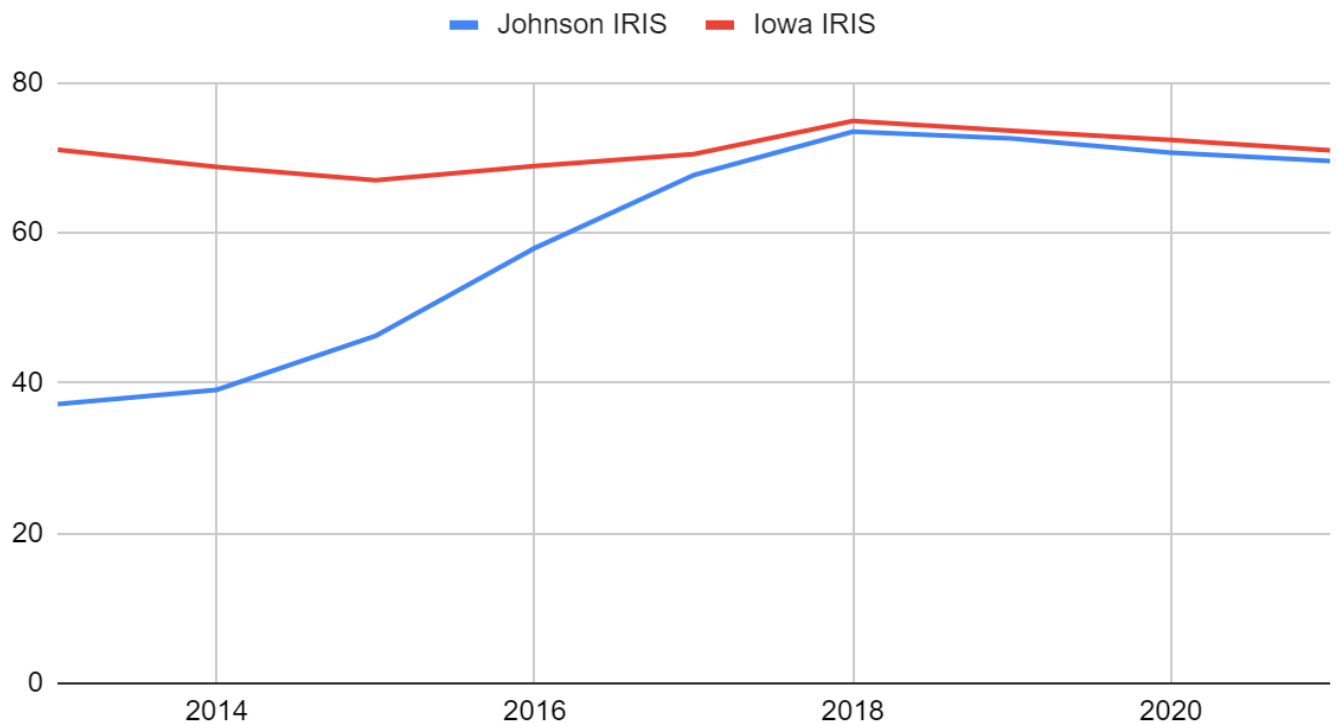
- **Resource Links**

- Website <https://johnsoncountyiowa.gov/empowerment>
- State ECI website <https://earlychildhood.iowa.gov/>
- Facebook <https://www.facebook.com/JohnsonCountyEmpowerment/>
- Twitter <https://twitter.com/JohnsonCountyE1>

**Board Development:  
Indicator of the Month**

Indicator: Immunization Rate among 2-year olds

### Immunization Rate among 2-year olds



Priority: Prevention, early detection and identification of child health issues.

Results Area: Children are healthy and ready to succeed in school.

Programs we fund that affect this indicator:

- UAY family support
- NCJC family support
- Coordinated intake
- JCPH CCNC

Respectfully submitted Sam Turnbull January 19, 2023

# Review of 2022 Early Childhood Iowa Area Annual Report Information

## Early Childhood Iowa Area: Johnson ECI Area

**Reviewed by:** Amanda Winslow

**Review Date:** 12/13/22

*Purpose: The purpose of the annual report review is to provide the state technical assistance team's written response to the content of the ECI area report information. If the TA Team feels a re-submittal of any of the information is warranted, it is articulated below and the necessary section(s) will be re-opened in the Lowagrants.gov section to allow the area to resubmit any identified items.*

## Executive Summary – Optional Item

### Annual Report (in general)

Evaluation Criterion	Yes	No	Progress Status Comments
The annual report is submitted by September 15, 2022.	X		Submitted 9/9/22

### Board Membership

Evaluation Criterion	Yes	No	Progress Status Comments
A. Early Childhood Iowa board size on 6/30/22 is stated.	X		11 members
B. Total number of ECI board members that served throughout the year is stated.	X		11 members
C. Total # of hours board members spent at board meetings is stated and presented as instructed.	X		131 hours
D. Board Officers are identified.	X		
E. Board composition reflects 100% citizen and/or elected officials.	X		
F. Board composition is gender balanced.	X		
G. *The following representation is included on the board: <ul style="list-style-type: none"> <li>● Human Services</li> <li>● Health</li> <li>● Education</li> <li>● Faith</li> <li>● Business</li> <li>● Consumer</li> </ul>	X		
H. Board vacancies information is completed.	X		
I. Board term information is completed.	X		

J. Board member meeting attendance is completed.	X		
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### Community Plan Updates

Evaluation Criterion	Yes	No	Progress Status Comments
A narrative of the ECIA’s progress in the last year to meet the priorities and strategies identified in the most recent Community Plan is provided.	X		Several accomplishments were identified and corresponded to their community plan priorities. An executive summary with graphs was also provided.
The area’s update includes a level of alignment or consideration of the state strategic plan.	X		Direct connections were made with each of the five strategic plan goals.

### Direct Services – Service Type Performance Measures Data

Evaluation Criterion	Yes	No	Progress Status Comments
Car Seats	X		
Crisis/Emergency Care		X	
Dental	X		
Early Care & Education Scholarships	X		
Early Care and Education Supportive Services	X		
Health Services	X		
Literacy		X	
Prenatal/Postnatal	X		Developmental Screening 14 Achieved out of 8 possible (need to flip these numbers)
Transportation		X	

### Indirect Services -- Service Type Performance Measures Data

Evaluation Criterion	Yes	No	Progress Status Comments
Business Investment Program (BIP)		X	
Child Care Nurse Consultant	X		% of programs receiving CCNC services that improve health and safety conditions in their early learning environments (58 achieved out of 33 possible – need to flip these numbers)
Coordinated Intake	X		
Infant and EC Mental Health Consultation		X	
Mental Health Supports: EC-PBIS-Indirect Services		X	
Professional Development – Conferences		X	
Professional Development – Credit Bearing		X	
Professional Development – Training	X		
Public Awareness/Child Fairs	X		
Quality Improvement for Early Learning	X		
Scholarship Coordination	X		
Technical Assistance: Consultation, Mentoring, Coaching	X		
WAGES		X	

### Family Support

DAISEY Report Reviewed for each Program			ECI Area- please confirm and describe your process for reviewing and sharing that the area board has reviewed the actual DAISEY data or a summary of DAISEY data and reviewed the FY'22 Family Support Report.
FY'22 Family Support Review document			Does the area board have any questions from these products and do we need to set up a technical assistance meeting to discuss?
<b>ECI Area Response:</b>			

**Administrative Expenses for Board Operations & Community Collaboration (non-program)**

<b>Evaluation Criterion</b>	<b>Yes</b>	<b>No</b>	<b>Progress Status Comments</b>
Expenses reported match the Admin Expenses reported on the SR Financial Statements.	X		
Expenses reported match the Admin Expenses reported on the EC Financial Statements.	X		

**Financial Summary**

<b>Evaluation Criterion</b>	<b>Yes</b>	<b>No</b>	<b>Progress Status Comments</b>
Total Expended amounts match those reported by funding and category on the financial statements.	X		
% of Funds other than ECI funds Expended	X		49.70%

**Financial Statements**

<b>Evaluation Criterion</b>	<b>Yes</b>	<b>No</b>	<b>Progress Status Comments</b>
<i>Early Childhood</i> financial statement is complete and mathematically accurate. Line items are equal to the inputs reported in Performance Measures section and the Financial Summary of report.	X		
Board liability insurance is secured and is paid for out of Early Childhood and/or School Ready Administration funds.	X		
*Administrative expenses for Early Childhood do not exceed 5% of grant award, but may include administrative carry forward from previous year.	X		
*Interest earned is reported in the Early Childhood financial statement.	X		

Early Childhood carry-forward funds are at 20% or less of the year's total allocation.	X		
<i>School Ready</i> financial statement is complete and mathematically accurate. Line items are equal to the inputs reported in Performance Measures section and the Financial Summary of report.	X		
*Administrative expenses for School Ready do not exceed 3% of grant award, but may include administrative carry forward from previous year.	X		
*Interest earned is reported in the School Ready financial statement.	X		
School Ready carry-forward funds are at 20% or less of the year's total allocation.	X		
School Ready carry-forward funds are reflected in appropriate categories.	X		

**Items to Address or Change in the 2022 Annual Report Information:**  
**For FY22, the TA Team is requesting a quick response to the Family Support Section questions.**

**General Technical Assistance Team Comments for the ECIA Board for Consideration:**



# 461455 - Johnson County Empowerment/ECIA SFY'23 - 2023

## Status Report Details

**Funding Opportunity:** 461196-FY'23 ECI Area Funding  
**Program Area:** Early Childhood Iowa  
**Status:** Submitted  
**Status Report Number:** 001  
**Status Report Type:** Semi-Annual  
**Reporting Period:** 07/01/2022 - 12/31/2022

**Initial Submit Date:** Jan 6, 2023 10:00 AM  
**Initially Submitted By:** Samantha Turnbull  
**Last Submit Date:**  
**Last Submitted By:**  
**Approved Date:**

## Contact Information

### Primary Contact Information

**First Name\*:** Samantha Middle Name Turnbull  
First Name Last Name

**Title:**

**Email\*:** [sturnbull@johnsoncountyiowa.gov](mailto:sturnbull@johnsoncountyiowa.gov)

**Address\*:** 855 S. Dubuque St. Ste. 202B

Iowa City Iowa 52240  
City State/Province Postal Code/Zip

**Phone\*:** (319) 356-6090 Ext.  
Phone  
### ### #####

**Fax:** ### ### #####

### Organization Information

**Name\*:** Johnson County Empowerment

**Organization Type\*:** Other

**DUNS:** 96-5-9-13-341  
## ### #####

**Tax Id:**

**Unique Entity Identifier (UEI):**

**Organization Website:** <http://www.jcempowerment.org>

**Address\*:** 855 S. Dubuque Street, Suite 202B

Iowa City Iowa 52240  
City State/Province Postal Code/Zip

**Phone\*:** (319) 339-6179 Ext.  
### ### #####

**Fax:** (319) 688-5711  
### ### #####

## ECI Mid-Year Financial Reporting

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### **School Ready**

#### School Ready - Revenue

**Cumulative revenue\*:**

\$512,063.65

Cumulative revenue includes payments received; carry-forward from the previous fiscal year; and interest earned. Include both dollars and cents, example: 125734.22

#### School Ready - Disbursements

The data identifies disbursements (payments) made by the fiscal agent from July 1st to December 31st.

**Total disbursements (payments)\*:**

\$224,940.15

Include both dollars and cents, example: 95234.22

DO NOT INCLUDE disbursements made during this time period for program/service/activity/administrative expenses for fiscal state years other than the reporting year.

#### School Ready - Percent of Funds Expended

**Percentage of funds expended\*:**

44.00%

To get the percentage, divide the amount of funds disbursed by the revenue received. Example: 95234.22 divided by 125734.22 = .757 or 76%

#### School Ready - Additional Information About Funds Reported

If you have additional information about the funds reported, share this information here.

The board has recently approved additional programs to attempt to spend down our funds.

### **Early Childhood**

#### Early Childhood - Revenue

**Early Childhood - Cumulative Revenue\*:**

\$128,569.64

Cumulative revenue includes payments received; carry-forward from the previous fiscal year; and interest earned. Include both dollars and cents, example: 125734.22

#### Early Childhood - Disbursements

The data identifies disbursements (payments) made by the fiscal agent from July 1st to December 31st.

**Total Early Childhood disbursements  
(payments)\*:**

\$78,940.71

Include both dollars and cents, example: 95234.22

DO NOT INCLUDE disbursements made during this time period for program/service/activity/administrative expenses for fiscal state years other than the reporting year.

**Early Childhood - Percent of Funds Expended**

**Percentage of Early Childhood expended\*:**

61.00%

To get the percentage, divide the amount of funds disbursed by the revenue received. Example: 95234.22 divided by 125734.22 = .757 or 76%

**Early Childhood - Additional Information About Funds Reported**

If you have additional information about the funds reported, share this information here.

Some of our Early Childhood Programs do not bill much over the summer, but begin billing more in September so I anticipate our EC funds will be spent down.

**Early Childhood Iowa Area**

**Name of your Early Childhood Iowa Area:**

Johnson County Empowerment

**Select the counties in your area\*:**

Johnson

**FY23 Budget**

	SR	EC	Total
<b>Revenue</b>			
FY22 Program Carryforward	\$90,808.13	\$31,936.34	\$122,744.47
FY22 Administrative Carryforward	\$6,664.80	\$1,885.58	\$8,550.38
FY22 Quality Improvement Carryforward	\$4,500.00		\$4,500.00
FY23 Program Allocation	\$640,987.00	\$208,469.90	\$849,456.90
FY23 Administrative Allocation	\$36,622.00	\$10,972.10	\$47,594.10
FY23 Quality Improvement Allocation	\$60,375.00		\$60,375.00
<b>Administration</b>			
Available Administrative Funds	\$43,286.80	\$12,857.68	\$56,144.48
Administrative Clerk	\$13,630.67	\$6,815.33	\$20,446.00
Early Childhood Coordinator	\$23,413.14	\$3,876.34	\$27,289.48
Fiscal Agent and FAUP/audit fees (County in kin	\$0.00	\$0.00	\$0.00
Liability Insurance Fees	\$1,332.00	\$666.00	\$1,998.00
Board/Office costs/Website	\$4,000.00	\$1,500.00	\$5,500.00
AECLAB Fees	\$911.00	\$0.00	\$911.00
Administration Balance	\$0.00	\$0.00	\$0.00
Administration Carryforward %	0.00%	0.00%	0.00%
<b>Quality Improvement</b>			
Available Quality Improvement Funds	\$64,875.00		\$64,875.00
Early Childhood Coordinator	\$64,875.00		\$64,875.00
Quality Improvement Balance	\$0.00		\$0.00
Quality Improvement Carryforward %	0.00%		0.00%
<b>Programs</b>			
<b>External Programs</b>			
Available Programs Funds	\$731,795.13	\$240,406.24	\$972,201.37
GWAEA Child Care Alliance Response Team		\$76,140.00	\$76,140.00
HACAP HS/EHS Wraparound		\$73,250.00	\$73,250.00
NCJC Early Learning Expansion	\$10,063.76	\$35,936.24	\$46,000.00
4 C's Home Ties Child Care Center		\$55,080.00	\$55,080.00
JCPH Child Care Nurse Consultant	\$59,750.00		\$59,750.00
NCJC PAT Family Support Program	\$362,100.00		\$362,100.00
UAY Young Parent Home Visiting & Group Program	\$137,375.00		\$137,375.00
4C's Childcare Workforce Development Program	\$5,000.00		\$5,000.00
JCPH Dental Voucher	\$15,000.00		\$15,000.00
JCSS Child Care Wage Enhancement	\$10,000.00		\$10,000.00
ARC Child Care Supplemental Staffing	\$26,200.00		\$26,200.00
<b>Internal Programs</b>			
Coordinated Intake	\$2,640.00		\$2,640.00
School Ready Scholarship Coordination	\$1,509.95		\$1,509.95
School Ready Scholarships	\$56,000.00		\$56,000.00
Car Seats	\$7,400.00		\$7,400.00
Safe Sleep	\$5,000.00		\$5,000.00
Program Support	\$0.00		\$0.00
Passport to Early Learning Stipend	\$5,000.00		\$5,000.00
Community Awareness	\$1,700.00		\$1,700.00
Programs Balance	\$27,056.42	\$0.00	\$27,056.42
Programs Carryforward %	3.70%	0.00%	2.78%

Other Grants/Donations Balance  
\$ -

could reduce to \$40,000

Could fund this line item so we can work with programs on purchasing supplies like ASQ materials, curriculum, classroom materials

Could increase: as of 1/12 \$8000 in requests from early educators who completed/will complete training after we advertized program. \$13,000 if you include those who completed before our program

Staff	Needed	Budgeted	Difference
Sam	\$96,314	\$96,314	\$0
Terri	\$19,028	\$20,446	\$1,418

\*Terri reduced her hours from 15 to 13 hours per week