

FMC Community Empowerment Board
January 30, 2006 Board Meeting
Minutes

The FMC Community Empowerment Board met on Monday, January 30, 2006, at 6:30 p.m. in the Zastrow meeting room, Charles City Public Library. Members present included: Virgil Pickar, Jr., Bonnie Blake, Sherri Steinlage, Anne Windolf, Frank Rottinghaus, Jennifer Bauer, Jon Cook, Larry Hicok, Shannon Paulus, Elayne Werges, Kathy Herrick and Cheryl Jahnel. Absent: Sue Paulus. See attached for list of members from public also in attendance.

Chair Pickar called the meeting to order with roll call of board members. Determined that a quorum of board members was present to conduct business. Introductions were made by all in attendance. **Motion by Frank Rottinghaus to approve the agenda as presented, seconded by Bonnie Blake.** Vote taken, all aye. Next item was review of November 21, 2005 meeting minutes. **Motion by Frank Rottinghaus to approve the minutes as presented, seconded by Shannon Paulus.** Vote taken, all aye.

Child Care Resource & Referral update was provided by Cori Doubek. Current and upcoming trainings were reviewed. Flyers will be going out to providers on the upcoming trainings. Second Annual Early Care & Education Appreciation Event will be held April 27, 2006 at St. John's Lutheran Church in Charles City. A speaker will present on the FISH philosophy. Brief discussion addressed the recent development of an effort to unionize daycare providers.

TEACH update was given by two participants – Rachel Carson and Bonnie Blake. There are currently four FMC Community Empowerment Area participants.

QPPS (Quality Preschool Program Standards) was given by Larry Hicok. There have been 26 people who were trained with stipends and additional participants from HeadStart. Estimate that over 90% of eligible participants from FMC Community Empowerment area have been trained. Future agenda item will be to train an additional 6 to 8 people and contract with AEA 267. Our area has been a success story for the QPPS program but has also created an issue of concern for other areas. Larry Hicok then introduced Mark Knudtson as the educational representative to replace Larry this spring.

Due to a family emergency, Nancy Beenblossom was unable to attend the meeting but sent her report on Families Together to Laurie Kristianson, FMC Community Empowerment coordinator. Laurie reported that Families Together is down to one employee due to resignation of Amy Mitchell. Recruitment efforts are underway to fill this open position.

RFP (request for proposal) committee appointment was next discussed. Chair Pickar discussed past budget process and a need to design a RFP format to help smooth out the process. Laurie Kristianson stated that this process had been started last year with a community empowerment program evaluation. Components to be included in the RFP: service, population, history of entity for providing services, measurable outcomes, reporting process, contract management, regular reports & budget updates. Chair Pickar asked for volunteers to review sample RFP and design one for FMC Community Empowerment. Shannon Paulus and Cheryl Jahnel volunteered with Chair Pickar to designate a third member.

Next item was presentation from Jill Orthel requesting daycare assistance for teen parents in the Charles City school district. This request is a portion of a cooperative effort to formulate a program within the Charles City high school to provide a range of support for teen parents. Currently there are 11 students signed up and the start date of the program is February 23, 2006. An updated/revised budget was presented. Discussion was held on TANF requirements, process for DHS denial of childcare assistance, similarity to prior EvenStart program, application of same assistance in Chickasaw and Mitchell counties, potential for more demand than funds available

if open to all three counties, requirements for students to participate in program, sustainability of program, and who was to act as fiscal agent. **Frank Rottinghaus made a motion to enter into an agreement with Child Care Resource & Referral in amount of \$8,580 to fund actual daycare involved for teen parent program in Charles City school system with additional administration fees also to be paid to Child Care Resource & Referral.** Motion was seconded by Kathy Herrick. Discussion on income measurement – family unit vs. household vs. DHS guidelines. After discussion, vote taken and all voted aye. Child Care Resource & Referral, Kathy Herrick, and Shannon Paulus will sit down with Jill Orthel to develop the criteria.

Justin DeVore, webmaster for FMC Community Empowerment web site, gave a report on activity experienced by our web site. To date, there have been 33,512 “hits” to our site in the last year with 6,198 visitors; average of 104 hits in a day with a maximum of 322 hits on 1/28/06. Most popular page visited is the index; then new information; with grants being third highest. Top downloads were Child Care Congress, EAGLE, and Grant Applications.

Kristianson then handed out HeadStart information packets from North Iowa Area Community Action. Update on pre-school scholarships – by end of this year, \$77,100 will have been expended for scholarships which covers 45 more students than last year with an additional 12 students seeking assistance for remainder of year. Consensus of FMC Community Empowerment Board to provide scholarships to the 12 students seeking assistance.

Next meeting: March 27th, 2006 (4th Monday) at 6:30p.m. – Charles City Public Library.

Motion by Annie Windolf to adjourn the meeting, seconded by Shannon Paulus. Vote taken, all aye.

Respectfully submitted,

Cheryl A. Jahnel
Secretary