



**Siouxland Human Investment Partnership (SHIP)  
Board Meeting Minutes**

**January 20, 2023**

*"Subject to Board Approval"*

**Siouxland Human Investment Partnership (SHIP) is the Early Childhood Iowa Board for Ida and Woodbury Counties, and the Decategorization Board for Woodbury County. The minutes document the transactions of the Board in their fulfillment of these roles and where possible, the minutes reflect the actions of the Board specific to their respective roles.**

**In-Person:** Dan Bittinger, Tom Bouska, Karen Mackey, Rex Mueller, Gary Niles, Jessica Ryan

**Present via ZOOM:**

Dr. Kim Buryanek, Shelley Conover, Rocky DeWitt, Leah Knapp, Mark Monson, Matthew O’Kane, Allison Polley, Pastor Neil Wehmas

**Absent:** Suzanne Allen, Tim Kacena, Shelia Martin, Barb Small, Alex Watters

**Staff In person:**

Jenna Andrews, Erin Binneboese, Joli Gehring, Kerri Hall, Kim Jenkins, Tami Nielsen, Matt Ohman

**Staff via ZOOM:**

JoAnn Gieselman, Kelsey Schomaker

**Guests:** Erica DeLeon- Director of One Siouxland

**1. Call to Order**

Karen Mackey

**2. Action Items**

Karen Mackey

**A. Consensus Agenda**

- SHIP Board Minutes – 12-16-2022
- Committee Reports:
  - Executive Committee Minutes – 12-16-22
  - Bank Activity – December 2022
  - Consolidated Financials – November 2022

**Dr. Kim Buryabek motioned to approve the Consensus agenda.**

**Mark Monson      2<sup>nd</sup>      Motion carried**

Number of In-Person Voting SHIP Board Members      Yes      5      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      8      No 0

**B. SHIP FY 2022 Audit**

Matt Ohman



FY2022 KRP Board  
Letter.pdf

Kelsey reviewed the audit report with the Board members. There were no findings again this year!

**Mark Monson motion to approve the Audit report**

**Tom Bouska      2<sup>nd</sup>      Motion carried**

Number of In-Person Voting SHIP Board Members      Yes      5      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      8      No 0

Rex Mueller (arrived 12:15)

**C. Beyond the Bell Purchase Authorization**

Matt Ohman

Matt authorized the purchase of a copier from Century Business Products for Beyond the Bell that exceeded the Executive Director's purchasing authority of \$10,000 – the cost to SHIP was \$10,218.12, and should have been brought to the SHIP Board for approval. Additionally, this resulted in noncompliance with the Capitalization Policy. This deficiency was reported to the auditors and will have implications for the Fiscal Year 2023 audit. Measures are being put into place to ensure full compliance with the capitalization and procurement policies moving forward. The Board was asked to retroactively approve the copier purchase.

**SHIP Executive Committee motion to approve the BTB purchase authorization**

**Gary Niles      2<sup>nd</sup>      Motion carried**

Number of In-Person Voting SHIP Board Members      Yes      6      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      8      No 0

D. DCAT Recommendations  
January 10, 2023

Erin Binneboese

A transfer letter from the Chief Juvenile Court Officer of the First Judicial District (Terrence Campbell) proposes to transfer funding from the following Juvenile Court Services funding streams to the Woodbury County/SHIP Decat Project, subject to acceptance by the Decat Project Governance Board of any special conditions/limitations outlined below.

**Total Transfer Amount = \$14,700 from FJ00 Court-ordered Services**

Special Conditions/Limitations: These funds shall be spent no later than June 30, 2025 and are designated to provide Juvenile Court Services with statewide temporary educational/training assistance.

The funds will be transferred when released for transfer. These funds are made up of first designation funds from State Fiscal Year 2023. Additional funds may be transferred at a later date.

Acceptance of Transfer by Decat Project Governance Board

By signing below, we indicate that acceptance of the transfer of the funding outlined above has been discussed and approved by the SHIP Decat Governance Board. We agree to abide by the special conditions/limitations specified above regarding these funds. We acknowledge that these funds shall be subject to Administrative Rule 441-151, including the audit requirements.

**Tom Bouska motioned approve DCAT recommendations**

	<b>Jessica Ryan</b>	<b>2<sup>nd</sup></b>	<b>Motion carried</b>	
Number of In-Person Voting SHIP Board Members	Yes	6	No	0
Number of Present Voting SHIP Board Members via ZOOM				
	Yes	8	No	0

D. **Closed Session – Executive Director evaluation**

**Karen Mackey**

Karen Mackey proposed to move the Executive Director’s performance evaluation to next month’s meeting, as the incorrect evaluation form was sent out to the Board members prior to this month’s meeting.

**Jessica Ryan motioned to remove Closed Session**

**Rex Mueller**      **2<sup>nd</sup>**      **Motion carried**

Number of In-Person Voting SHIP Board Members	Yes	6	No	0
Number of Present Voting SHIP Board Members via ZOOM	Yes	8	No	0

### 3. Discussion Items

#### A. Director's Report

Matt Ohman

##### **Staff performance evaluations**

I spent much of the week following the December Board meeting doing team member evaluations and meeting with each individual that reports to me to review evaluations and draft goals for 2023. One of my own goals this year is to continue to meet 1:1 with each employee twice monthly to ensure they are working towards their goals and are fully supported by me to be successful.

##### **SHIP team holiday lunch**

Each year the SHIP administrative office team celebrates with a staff lunch and white elephant party just before we break for the holidays. We did this again this year on December 22nd. Our gifts this year were again "As Seen on TV", and it was a lot of fun! As challenging as our work can be at times, it's nice to be able to take the time to enjoy each other and the many successes of the previous year.

##### **BOOST meeting with St Luke's College**

A new partner to the BOOST program in both of the recently awarded grant programs is Unity Point / St. Luke's and St. Luke's College. The hospital will be a participant employer, providing many pathways with on-the-job training available as well. The College will offer a certification class for the phlebotomy pathway and the grants can help with costs related to those classes for participants. We initially met with the Director and staff from the college in December to review the partnership, but the College also proposed a soft skills "academy" for BOOST participants. I met with them again on January 6th to review this proposal, which is now a full-fledged college course with certification entitled "Career and College Readiness". The BOOST Directors, Gary Fuentes and Steve McCrory, met with them again and we will be taking the proposal to the Federal Project officers for the grant for approval.

##### **VOX Media coverage**

On January 9th, Jenna and other members of the Beyond the Bell team met with a reporter from Vox Media who is doing a story about the nationwide need for before and after school care. We met at Bryant Elementary and were interviewed about the value of afterschool programming, academic enrichment, 21st Century grant funding, the pandemic's affect on programming then and now, and the nationwide staff shortage.

##### **Supporting the Urban Native Center**

On January 11th, I traveled with Erin, Kerri and Val Uken to Holstein to support Val's presentation on the Urban Native Center to the Rolling Hills Children's Mental Health

Board to fund an interventionist (if funded, SHIP would be the fiscal agent). Unfortunately, this project was not funded, but it was a good opportunity to be a good partner to UNC and spread awareness about it and SHIP's services.

### **Board member lunches**

I met with Alex Watters on January 11th and met with Board Chair Karen Mackey and Vice Chair Jessica Ryan on January 19th. I continue strive to meet with each SHIP Board member one-on-one Calendar year.

## **B. Success Stories**

Matt Ohman

The following are success stories from various SHIP programs, partners, or affiliates.

### **Beyond the Bell**

Rob Manuel, our Multi-Site Manager of the three middle school programs, applied for and was awarded a grant, 5-2-1-0 Healthy Choices Count, from SIMPCO for \$2,000. These funds are in addition to the previously awarded MRHD grant and will go towards the purchase of bikes for a bicycling club he has put together for the middle school students.

### **BOOST GO**

Our BOOST Growth Opportunities (GO) program, which began enrolling participants on October 1st, has as of today enrolled 33 young adults age 18-24 that have history with juvenile justice or adult corrections, or are at risk of becoming involved with those systems. The program will have to serve 180 participants before 12/31/24, so we are off to a really great start in meeting those numbers!

### **Iowa Child Abuse Prevention Partnership (ICAPP)**

Through our Parent Development grant, Blanca (a family support worker with Crittenton Center's Resource Center) has started up a group class for parents that utilize services at the West High Infant Center. The support group is funded by the ICAPP grant, the Resource Center and West High Infant Center are both programs funded with our Early Childhood Iowa funds, so this project braids funds from multiple SHIP sources.

### **Sky Ranch Behavioral Services (SRBS)**

Sky Ranch established itself as a substance use provider in 2021 and became a reimbursable provider through the state's Managed Care Organizations in early 2022. There have been multiple issues with claims not being reimbursed and the agency not being recognized as a provider through AmeriGroup, which a large percentage of Sky Ranch's clients utilize as their insurance provider. Over the last year, Director Anna Bertrand has worked diligently to work out the issues, and this week she finally got the results that were desired – AmeriGroup has fixed the error on their end and has stated that all claims July – December will now be processed.

SRBS has also expanded substance use services to adults and will begin outpatient group services twice a week this month.

### **Early Childhood Iowa**

Lutheran Services in Iowa's Healthy Families America – HOPES Program highlights a family success story that Early Childhood Iowa Board funds in Woodbury County, Iowa.

MOB enrolled in the Healthy Families HOPEs program prenatally in June 2022 and gave birth in December 2022.

Programs MOB has participated in over the past several months include:

- Joined the Crittenton Center's 6 week educational classes and earned baby items
- Maintained employment
- Attends mental health therapy once a week
- Joined Her Health's Educational classes and earned points for baby items
- Joined a nutrition class through ISU to learn how to buy and prepare healthy food for herself and baby
- Applied at the Housing Authority with finding her own place
- Enrolled in WIC
- Utilized community resources such as Mary's Choice and Mayflower's Church free rummages
- Attended Hopes Parent Advisory group in January 2022
- Consistently engaged is scheduled HFA-HOPES home visits

MOB has secured housing and supplies

DHS worker reports she is providing a safe home, essential baby supplies and baby is healthy. The 30-day assessment has been closed.

### **C. Finance Report**

Kelsey Schomaker

#### Department of Justice Grants:

- We continue to implement our newly developed policy regarding the extensive background checks required by the new DOJ grants for any individual (employee, volunteer, etc.) that may have interactions with minors.
- Requests for Proposals have been released for two of the new DOJ grants to obtain and establish performance and quality management contracted services. These external contractors will analyze, evaluate, and report on performance measurements.
- January has been very busy with attending the new grantee orientations for all three DOJ funded awards. Each grant has a series of initial award meetings that will continue to take place over the coming weeks.

#### Finance Updates:

- Fiscal Year 2022 Audit Completion – Following the board’s approval of the FY22 audited financial statements, I will supply all of our federal and state funding sources with a copy of our report to maintain compliance with our awards.
- Ten federal grant quarterly reports are due by January 30th. Those will all be completed prior to the deadline at the end of this month.
- I will be building, completing, and releasing the RFA for Early Childhood Iowa (Year2 funding) yet this month with an anticipated release date to our subcontractors at the start of February.
- All SHIP, Employer of Record, and Fiscal Agent Contract W-2s and 1099s will be completed by the end of the month.
  - 2022 W-2 Dependent Care Guidelines – The additional allowable amount of dependent care benefits for employer-provided dependent care has expired. The American Rescue Plan Act of 2021 increased the exclusion to \$10,500. For 2022, the maximum amount that can be excluded from an employee’s income through a dependent care assistance program is \$5,000 (\$2,500 if married filing separately).
- SHIP will be issuing Affordable Care Act 1095s in the coming weeks to maintain compliance with federal filing deadlines.

D. DCAT Update

Erin Binneboese

**Substance Abuse Mental Health Service Agency Project LAUNCH**

This Substance Abuse Mental Health Service Agency (SAMHSA) funding opportunity is used to promote the wellness of young children, from birth to 8 years of age, by addressing the social, emotional, cognitive, physical, and behavioral aspects of their development, as well as prepare them to thrive in school and beyond. The awards will also provide local communities or tribes resources to disseminate effective and innovative early childhood mental health practices and services. With this program, SAMHSA aims to promote resilience and emotional health for children, youth, and their families. We’ve named our grant proposal Project LAUNCH. SHIP, with its long history of Early Childhood Iowa expertise, will be the applicant for this grant, while Urban Native Center, Sky Ranch Behavioral Services, Consulting by Design will be subawards. We intend to utilize SHIP staff members for grant accounting and administrative oversight while Urban Native Center and Sky Ranch will be subawards for direct services to clients. Consulting by Design will facilitate reporting and evaluation needs. The Siouxland Council on Child Abuse and Neglect (SCCAN) as well as the Community Initiative for Native Children and Families (CINCF) will serve as our oversight committees, guiding the direction of the work. The award ceiling is up to \$800,000 each year for 5 years and the grant application is due March 21, 2023.

The Board gave approval to move forward with this project.

E. ECI Update

Kerri Hall

SHIP ECI Mid-Year Report Submitted on time, three days before deadline.

ECI 2024 RFA Release Date is tentatively 2/1/2023.

Shanell Wagler, ECI Director at the State level, will retire 1/27/2023 and Kerri will be attending her retirement party.

Matt and Kerri will be traveling to Des Moines for the Siouxland Chamber of Commerce Day on the Hill February 1, 2023.

The ECI State Board is looking for individuals living in any of the Congressional Districts, but especially in 2, 4 and 5. We currently have two vacancies, but want to fill our pool in case some board members decide not to serve another term. Individuals can be male or female, Republican, Independent or Democrat in order to meet our legislated balance. Iowa Code also specifies that a member "shall not be a provider of services or other entity receiving funding through the early childhood Iowa initiative or be employed by such a provider or other entity."

This board currently meets 5 times a year and is being more deliberate in setting up options to participate via a webinar format. We are also considering at least one face-to-face meeting per year. We ask members to also serve on committees as they are able. Board members are encouraged to become more involved with local activities in their community as well.

Association of ECI Area Boards and Advocates Fiscal Year 2023 Legislative Agenda

- Maintain the local control and unique nature of the Early Childhood Iowa System if it is housed in the new Department of Health and Human Services. Background: For over 25 years Early Childhood Iowa has found a home in the Department of Management. This neutral location has allowed both the state and local elements of the Early Childhood Iowa Initiative to effectively liaise across multiple state departments and to create a truly nimble, citizen-led, locally-driven statewide system built to address the needs of young children and their families. A relocation to HHS presents a number of opportunities for enhanced collaboration as well as a myriad of risks that could destroy the unique nature of the system and consequently its effectiveness in uniting local people around local solutions to local problems facing young children and their families.
- o Maintain the citizen-led nature and decision making authority of the State and Local ECI Area Boards. True local decision making unhindered by multiple layers of bureaucracy is the essence of the ECI system. It allows for rapid responses to emerging issues developed with local knowledge and input.
- o Preserve the current fiscal structure including quarterly prepayments to area boards. A move to the current DHS reimbursement only model would immediately result in the dissolution of over half of the area boards and an abrupt end to the services being provided to families in primarily rural counties.

- Support a comprehensive and integrated early care, health and education system for the youngest Iowans through funding for Early Childhood Iowa Background:



Approximately 90% of the architecture of the human brain is established by the day a child turns four. The foundation of every child's K-12 experience established before four-year-old preschool begins. If Iowans are committed to the success of children in the K-12 system, then we must be committed to developing healthy brain architectures before children enter that system. o To accomplish this, we recommend the General Assembly continue to link increases to the Early Childhood Iowa line item in the Education Budget Bill with the allowable growth rate for the K-12 system.

- Develop Systemic Solutions to the Childcare Crisis Background: A healthy childcare system is an essential component to a healthy economy. If parents cannot find reliable and affordable childcare, they cannot go to work. According to a report from the U.S. Chamber of Commerce Foundation, in 2019 the State of Iowa lost \$153 million in tax revenue while employers lost \$781 million in revenue due to childcare failures. While much has been accomplished with the use of federal funds provided through the American Rescue Plan Act, many of the structural problems in the childcare system remain and require legislative action to address them. o Increase Child Care Assistance entrance eligibility to 185% of the federal poverty level. Increase Child Care Assistance reimbursement rates to 75% of the latest market rate survey. o Pass a series of measures to enable the recruitment and retention of a qualified and effective child care work force. o Eliminate the ability of local jurisdictions to add to state requirements around zoning/fire safety for child care facilities. o Reduce the property tax burden on childcare providers

#### F. Beyond the Bell Update

Jenna Andrews



Beyond the Bell - Waitlist and staffing update 1-18-23.pdf

Jenna reported that BTB have all immunization records needed for this year's local evaluation.

BTB host monthly Family Nights – January 30<sup>th</sup> will be held at Cone Park and is free to the families.

#### 4. Board Education: Growing Community Connections

JoAnn Gieselman

GCC exists to connect people and organizations and empower everyone to support the children and families in our communities.

Our goal is to maximize the potential that lies within everyone so that families and communities can thrive! (Birth to Rocker!)

GCC is a tri-state collaboration with 600 partners that believes that all meetings need to have a purpose.

GCC is a tool that supports and connects the beautiful work that everyone does in the community.

Our DEI statement supports the work of Diversity, Equity, and Inclusion and is included in our agenda every month.

Semehar Ghebrekidan is the Sioux City Community Inclusion Liaison that supports our collaboration. Her recent project is for foster families and learning how to work with different hair types.

GCC Hot Topics is shared at the beginning of each meeting and on our website sharing information and community resources.

Erica reported that GCC was awarded a MRHD grant for “Ready to Run”

This program encourages newcomers and others from diverse backgrounds who have the interest to run for elective office, position themselves for appointive office, participate on a board, or become involved in the public life as leaders in their communities.

Thriving Families, Safer Children

Our collaborative partners work to enhance and extend the protective and preventative factors that support and empower families. The goal is to reduce families involvement with child welfare. Our focus groups work to prioritize and implement initiatives toward that goal.

GCC Community Plan:

- To identify / prioritize any current needs in our community.
- Develop a proposal / plan to address those needs.
- Use our collaborative strength to implement supports:
  - Food
  - Rent/Utilities
  - Mental Health/Health
  - Communication / Language barriers
  - Child care

Community Resource Center

As many of you know, the progress on the Community Resource Center and Campus continues to get more real. Heartland Counseling is moving into their building as we speak the new building. Across the road, the [Veterans Victory Housing & Small Business Center](#) (VVSBC) is hoping to break ground next spring or fall on 300 apartment units. As the units are rented, investors will continue to develop the remainder of their 20+ acre property, which will include our nonprofit resource center.

VVSBC will be located on a [Qualified Opportunity Zone Fund \(QOZ Fund\)](#) that is managed by Kim Kuhle of Omaha. QOZs were created by the Tax Cuts & Jobs Act of 2017 to spur investment into blighted areas. Capital gains can be invested into a QOZ Funds that must then invest 90% of its assets in a QOZ. In addition to deferring the tax owed on the current capital gains, investing in a QOZ also allows one to avoid paying tax on the appreciation of assets within the QOZ during the initial deferral period. Kim is also talking with us about Program Related Investments. In a nutshell, a family foundation provides the loan guarantee, and the Veteran Victory developer pays for the guarantee. That payment can be used by the family foundation to invest in a 501c3 nonprofit if they would like. The family foundation gets a tax deduction for providing the guarantee for a public purpose.

We are currently talking to partners about their interest in being at the facility, and working with potential investors in order to keep rent and acquisition costs low. Programs and services located on one campus helps families ensure that their needs are met. Transportation challenges are mostly eliminated and community stakeholders have one place to send people for help.

**5. Future Agenda Items**

Executive Director Evaluation

**6. Communications and Other Audiences**

Matt introduced Dan Bittinger, our new Woodbury Board of Supervisors Representative

**7. Adjournment**

Upcoming SHIP meetings:

Friday, February 17, 2023

Executive Committee 11:00 AM – 12:00 PM

Board of Directors 12:00 PM – 1:00 PM