



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

January 21, 2022
“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:

Dr. Kim Buryanek, Karen Mackey, Rex Mueller, Pastor Neil Wehmas

Present via ZOOM:

Suzanne Allen, Brenna Franken, Jim Gobell, Tim Kacena, Shelia Martin, Mark Monson, Gary Niles, Allison Polly, Keith Radig, Pastor Russ Senstad, Barb Small, Senator Jackie Smith,

Absent: Amy Bloch, Tom Bouska, Dr. Paul Gausman, Charlotte Gorter, Jessica Ryan, Alex Watters

Staff In person:

Kerri Hall, Nancy Keairns, Tami Nielsen, Matt Ohman

Staff via ZOOM:

Jenna Andrews, Erin Binneboese, JoAnn Gieselman, Kim Jenkins, Kelsey Keane

Guests in person:

Matthew O’Kane (Sioux City Council), Ashlea Wolfe (SHIP intern)

Guests via ZOOM:

Gary Fuentes – BOOST

1. Call to Order

Mark Monson

2. Action Items

Mark Monson

A. Consensus Agenda

- SHIP Board Minutes – 11-19-2021

- Committee Reports:
 - Executive Committee Minutes – 11-19-2021
 - Bank Activity – November & December 2021
 - Consolidated Financials – October & November 2021

Tim Kacena motioned to approve the Consensus Agenda

	Shelia Martin	2nd	Motion carried
Number of In-Person Voting SHIP Board Members	Yes	4	No 0
Number of Present Voting SHIP Board Members via ZOOM			
	Yes	12	No 0

B. Board member resignation Matt Ohman

Charlotte Gorter, long-time SHIP Board member, is now a full-time student and is unable to attend Board meetings. Her current (second) term ends June 30th of this year, but she has requested to resign early. The Board thanks Charlotte for her many years of service to SHIP!

Karen Mackey motioned to approve the resignation of Charlotte Gorter.

	Rex Mueller	2nd	Motion carried
Number of In-Person Voting SHIP Board Members	Yes	4	No 0
Number of Present Voting SHIP Board Members via ZOOM			
	Yes	12	No 0

C. New Board member Matt Ohman

Leah Knapp was recruited to the Board by Jim Gobell. Jim’s second term on the Board and on the Executive Committee as Treasurer will end June 30th of this year. Leah is the Director of Analytics, Budgeting & Planning, Community Benefits at Unity Point Health – St Luke’s, and she is interested in assuming the Treasurer position on the Executive Committee in Fiscal Year 2023. Matt stated that having Leah’s first term overlap with Jim’s second term would be beneficial in her new role as Treasurer. Leah is familiar with SHIP, as she has partnered on a few community projects, including the Siouxland Street Project.

Jim Gobell motioned to approve Leah Knapp as a new SHIP Board member.

	Keith Radig	2nd	Motion carried
Number of In-Person Voting SHIP Board Members	Yes	4	No 0

Number of Present Voting SHIP Board Members via ZOOM

Yes 12 No 0

- D. Beyond the Bell – DHS Stabilization grants Kelsey Keane
As part of the American Rescue Plan Act of 2021, states were allocated federal funding for Child Care Stabilization Grants. These grants are intended to support qualified childcare providers with operational costs, such as personnel, rent/mortgage, and equipment. In order to qualify for funding, a childcare provider must be a licensed childcare center or registered child development home, be open and providing childcare services or temporarily closed due to reasons relating to COVID-19, and show a financial loss due to the COVID-19 pandemic or have children on childcare assistance make up 25% or more of total enrollment. Beyond the Bell identified the following schools that met the qualifications to be eligible to receive the funding: Morningside, Nodland, Perry Creek, Sunnyside, Loess Hills, Liberty, Spalding Park, Clark, Sacred Heart, and Riverside. If all applications get approved, Beyond the Bell could receive roughly \$805,000

Jenna noted that so far Morningside approved for 138,331.20 – Riverside 54,129.60 – Spalding 87,208.80 – Loess Hills 96,230.30
No additional guidelines have been provided.

Dr. Kim Buryanek motioned to approve the BTB stabilization grants

Tim Kacena 2nd Motion carried

Number of In-Person Voting SHIP Board Members Yes 4 No 0

Number of Present Voting SHIP Board Members via ZOOM
Yes 12 No 0

- E. Early Childhood Iowa – scholarship data collection change Kerri Hall
Kerri proposed the removal of all social security numbers on SHIP’s childcare applications as it is not a requirement at the state level.

Dr. Kim Buryanek motioned to approve the noted change

Tim Kacena 2nd Motion carried

Number of In-Person Voting SHIP Board Members Yes 4 No 0

Number of Present Voting SHIP Board Members via ZOOM
Yes 12 No 0

F. Closed Session – Executive Director Evaluation

Mark Monson

Gary Niles motioned to move Closed Session to February Board meeting.

Jim Gobell 2nd Motion carried

Number of In-Person Voting SHIP Board Members Yes 4 No 0

Number of Present Voting SHIP Board Members via ZOOM
Yes 12 No 0

3. Discussion Items

**A. Director’s Report
Office space**

Matt Ohman

I called Linda with Walnut Acres, the leasing company that we rent the Beyond the Bell space from in the Hillcrest Shopping Center. On Friday, November 19th, I took the entire SHIP office staff and looked at two available spaces on that campus, both located in the building across the parking lot from the Beyond the Bell office. We are interested in the space on the East end. I have spoken to the owner twice and am waiting for a final quote. I also contacted Klinger and we looked at a space that would combine SHIP and BTB admin offices. This space at Mayfair was really nice, but unfortunately out of her price range.

SHIP Staff Christmas party

Right before we took a break for the holidays, SHIP’s office staff met at Red Lobster and had a nice meal and a White Elephant gift exchange. This was a great way to celebrate the great work that has been accomplished over the last year!

BOOST High School Interventionist interviews

Starting on January 3rd, we began interviewing candidates applying for the full-time interventionist positions provided by BOOST to the three public high schools. Gary and I conducted the first interviews and moved those candidates on to a second interview that included the principals of East, West and North. We have one candidate that has been hired and another that is in negotiation. We will likely repost the position.

SHIP HR / Payroll Specialist interviews

Kelsey and I have conducted three interviews with individuals interested in the SHIP office position that will be vacated by Nancy when she retires in February. We had second interviews with the rest of the office staff, and ultimately had to go back to the drawing board are starting the process over again with a new, very promising candidate.

Meeting with Representative Feenstra

Kerri and I had a Zoom meeting with Representative Randy Feenstra and a few of his staff on January 11th. The purpose of this meeting was to introduce ourselves and SHIP to the Representative, with the hope of building a positive relationship similar to what we have with Senators Grassley and Ernst. The meeting went very well, and we offered ourselves as a resource to the Congressman, who has great interest in Early Childhood issues.

Board member lunches

Over the course of a year, I try to meet one-on-one with each SHIP Board member. In the past 2 months, I met with Tom Bouska, Pastor Russ Senstad, Dr. Kim Buryanek, Alex Watters and former Board member Denise Winter, who finally got her SHIP plaque for all of the years she served on the Board.

B. Finance Report

Kelsey Keane

Financial Planning & Budget Support:

- Early Childhood Iowa – SHIP Finance has been working to support Kerri’s ECI work with the development and building of the new RFP to be released next month. We are working to refine this process and clarify program/budgetary considerations for our contractors.

Investment Management:

- I have been extensively working with our designated team at Baird to officially establish our investment portfolio. I will add a brief summary of investment performance to future finance reports with more detailed information available upon request.

W-2 Compliance:

- SHIP will again this year comply with the specific reporting requirements and changes that have impacted W-2 issuance. These changes include the reporting of FFCRA (COVID sick pay) and dependent care reporting.

- o New Dependent Care Guidelines - The American Rescue Plan Act of 2021 increases the exclusion amount for employer-provided dependent care from \$5,000 to \$10,500 (\$5,250 for married filing separately) for any taxable year beginning after December 31, 2020, and before January 1, 2022. As a result, on November 23, 2021, the IRS updated 2021 Form W-2 Box 10 Instructions for Employees to reflect this change.

Finance Updates:

- All SHIP, Employer of Record, and Fiscal Agent Contract W-2s and 1099s will be completed by the end of the month.

- SHIP will be issuing Affordable Care Act 1095s in the coming weeks, prior to the deadline of March 2022.

- I continue to work with KRP on the completion of our FY2021 audit report.

Unforeseen circumstances have resulted in a few delays for KRP in the issuance of our financial statements. The audit report should be finalized and presented at the board meeting next month for your consideration. Following approval, the audit will be uploaded for Single Audit submission to the Federal Clearing house by the March 2022 deadline.

- We are working to fill our open Payroll-HR Specialist position within the Finance team. In the meantime, I am collaborating with Nancy to verify payroll components are cross-trained to ease the transition.

C. ECI Update

Kerri Hall

The Early Childhood Iowa Grant Review Committee needs 2 more members. Please contact Kerri if you are willing to join this committee or know of someone that may be interested.

Kerri will be attending the Day on the Hill next Wednesday, January 26th.

Kerri and Dr. Buryanek gave an update on the 0-3: Prime Age to Engage initiative, and their workgroup's new Legal Toolkit, which will be provided at a training for the community's legal community on February 15th from 9 – 11 AM at Western Iowa Tech. 120 CLE minutes will be provided to any member of the legal community that attends the training. See the attached brochure:



0 to 3 Prime Age to Engage Training Fly

D. Memorial March to Honor Lost Children

Kim Jenkins

This past year event was a success with 150 lunches served and participants from the Sioux City School students along with others area schools. We again had horse riders participating on the March. Terry Medina did take a spill that landed him in the hospital, but he has recovered. Thanks to the Sioux City Police Department for their ongoing March support. Next year will be the 20th year for the March. We plan on engaging more with families and youth.

4. Future Agenda Items

Fiscal Year 2021 Audit

5. Communications and Other Audiences

Matt announced that SHIP has 2 interns this semester: Ashlea Wolfe (Morningside College) and Dali O'Neill (Wayne State). Both students will shadow, observe and learn at Sky Ranch Behavioral Services, BOOST and other projects at SHIP. Ashlea was present at the meeting and was introduced to the Board.

Beyond the Bell has had to temporarily close 2 sites due to staff shortages at Clark Elementary in Sioux City and Cardinal Elementary in South Sioux City.

The Sioux City Human Rights Commission will host Critical Race Theory: "What It Is Not" On Tuesday, January 25th from 7-8:30 pm at the Sioux City Public Museum, 607 4th Street. Sioux City Human Rights Commission will offer a live stream on their Facebook page.

6. Board education

BOOST

Gary Fuentes

Gary Fuentes, BOOST's Program Director, went over the attached document that highlights the many successes of the BOOST program's current grant.



BOOST Powerpoint
1-21-2022.pdf

7. Adjournment

Upcoming SHIP Board meetings:
Friday, February 18, 2022
Executive Committee 11AM – 12 PM
Board of Directors 12:00 PM – 1:00 PM