



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

**October 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.**

<b>Board Member</b>	<b>Present:</b>	<b>Board Member</b>	<b>Present:</b>
Jessica Ryan (Chair)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Karen Mackey	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Dan Bittinger (Vice-chair)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Sheila Martin	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Leah Knapp (Treasurer)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Jarod Mozer	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Dr. Kim Buryanek (Secretary)	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Rex Mueller	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Tom Bouska	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Gary Niles	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Shelley Conover	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Matthew O’Kane	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Rocky DeWitt	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Allison Polley	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Rita Frahm	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	David Schmiedt	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Tim Kacena	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Barbara Small	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Treylla Lee	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Alex Watters	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>

<b>SHIP Staff</b>	<b>Present:</b>
Matt Ohman	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Mindy Baylor	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Erin Binneboese	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Kerri Hall	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Joli Gehring	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Tami Nielsen	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Kim Jenkins	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Jenna Andrews	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

Guests: Jessica Pleuss – Morningside College  
Anna Bertrand – Sky Ranch Behavioral Services

1. Call to Order
2. Action Items

Jessica Ryan

A. Consensus Agenda

Jessica Ryan

- SHIP Financials
- Board Minutes 9-15-23
- Executive Minutes 9-15-23

<b>Propose the Motion: Rex Mueller</b>		<b>Second Motion: Barb Small</b>	
<b>In Favor: 16</b>	<b>Opposed: 0</b>	<b>Abstaining: 0</b>	<b>Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/></b>

B. DCAT Recommendations

Erin Binneboese

Subject: Designation and Transfer of Funds to the Woodbury County Decategorization Project Governance Board of FY 2023 Child Welfare funds

This letter proposes to transfer \$81,725.11 in FY 23 Child Welfare funds to the Woodbury County Decategorization Project Governance Board for use in FY 24.

Special Terms and Conditions for this designation follow: \$50,000 for family assistance/wraparound for use in any WISA county for FY 24 and \$31,725.11 to support current substance abuse programs in WISA.

I understand that once transferred these funds are under control and direction of the Governance Board, subject to any Special Terms and Conditions agreed to by the Governance Board.

Total dollar amount to be transferred: \$81,725.11

<b>Propose the Motion – SHIP Executive Committee</b>		<b>Second Motion: Karen Mackey</b>	
<b>In Favor: 16</b>	<b>Opposed: 0</b>	<b>Abstaining: 0</b>	<b>Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/></b>

C. Policies

Joli Gehring

- Infectious Disease revised
- Infectious Disease Policy Purpose This policy outlines specific steps that Siouxland Human Investment Partnership (SHIP) takes to safeguard employees’ health and well-being during widespread outbreaks of infectious bacterial or viral diseases, while ensuring SHIP’s ability to maintain essential operations and provide necessary services. Infectious Disease Defined Infectious diseases include, but are not limited to, measles, influenza, viral hepatitis-A (infectious hepatitis), viral hepatitis-B (serum hepatitis), human immunodeficiency virus (HIV infection), AIDS, AIDS-Related Complex (ARC), leprosy, Severe Acute Respiratory Syndrome (SARS), including the SARS-CoV-2 (coronavirus) and tuberculosis. Siouxland Human Investment Partnership may choose to broaden this definition within its best interest and in accordance with information received through the Centers for Disease Control and Prevention (CDC). Infectious Control Measures SHIP takes a number of steps to minimize, to the extent practicable, exposure to infectious diseases at the workplace. As appropriate, SHIP recommends measures that employees can take to protect themselves outside the workplace and encourages employees to discuss their specific needs with a physician or other

appropriate health or wellness professional. Siouxland Human Investment Partnership expects employees who contract an infectious disease or are exposed to infected family members or other persons to stay home and seek medical attention if needed. We also expect these employees to notify Human Resources or the Executive Director as soon as possible of their exposure or illness. Employee Leave and Pay SHIP will grant leave to employees who are absent because of an infectious disease that affects them or their family members. The employee will use their accrued vacation and/or PTO leave if they become ill or need to take leave to care for a family member. Employees also can use unpaid family and medical leave for their illness or a family member's illness. These employees must notify Human Resources or the Executive Director as soon as possible of their need for family and medical leave. If the employee does not have paid time available, the leave will be taken unpaid. If an illness requires an absence from work of more than three (3) working days, a return-to work statement signed by the employee's medical professional is necessary before an employee can return.

<b>Propose the Motion – SHIP Executive Committee</b>		<b>Second Motion: Dan Bittinger</b>	
<b>In Favor: 16</b>	<b>Opposed: 0</b>	<b>Abstaining: 0</b>	<b>Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/></b>

- **Remote Work**

Some SHIP employees may have positions that require them to work from a home office or other remote location. Other employees may work out of a shared office. For those employees, your supervisor will set the expectations, and will communicate with you whether there is flexibility to occasionally work remotely. In general, unless a position is defined as “remote work”, employees are expected to be present at the shared workspace for the defined work hours. Some exceptions to this may include: 1. Illness 2. Family or personal needs 3. Weather 4. Workload General Expectations when Working from remote locations § Remote employees are expected to be available and communicative during scheduled work hours, and should be responding to emails, phone calls and texts in a timely manner and as if they are in the office. § Siouxland Human Investment Partnership work rules and other policies continue to apply to offsite work locations. § Employees should seek a quiet and distraction-free working space, to the extent possible. § Employees are expected to maintain their workspace in a safe manner, free from safety hazards. § Remote employees are expected to have similar productivity levels when working away from the office as they do when onsite, or as their onsite peers do. Employees requesting to work remotely must receive prior approval from their supervisor, at least 24 hours in advance, unless in the case of an emergency (at supervisor's discretion). Employees who regularly work from the office who are granted permission to work remotely must also communicate this with others in their office by use of a shared calendar, text message, email, or other means of communication. Supervisors who decide to work remotely must have approval from their supervisor and must also communicate with those in their office.

<b>Propose the Motion: SHIP Executive Committee</b>		<b>Second Motion: Barb Small</b>	
<b>In Favor: 16</b>	<b>Opposed: 0</b>	<b>Abstaining: 0</b>	<b>Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/></b>

After further discussion of security measures, privacy, and the use of SHIP equipment this policy will be brought back at next month's board meeting.

### 3. Discussion Items

#### a. Director's Report

Matt Ohman

#### **Impact Afterschool Conference**



On September 28th, 29th and 30th I was in Des Moines for the Impact Afterschool Conference. As a member of the Iowa Afterschool Alliance's Strategic Leadership Team, it was important for me to attend. Attending with me were four team members from Beyond the Bell, all enjoying their first Impact conference! From left to right are Ameliah Williams McCarthy, Genesis Topete, myself, Kenia Herrera and Dawn Borchers. In addition to attending multiple sessions, including a session on the new 21st Century grant application, I was able to have a listening session with these four ladies about any questions or concerns they have with SHIP or BTB.

#### **SUNS grant site visit**

Kelly King, our technical assistance coach on our federal SUNS grant with Office on Juvenile Justice and Delinquency Prevention (OJJDP) conducted a site visit on October 4th and 5th. She dropped by the SHIP office on the 4th and spent a few hours talking with us about our community and our experience with the grant, and attended the Community Initiative for Native Children and Families (CINCF) meeting on October 4th at the Ho-Chunk Center. Erin, Val Uken and Heidi Kammer-Hodge then did some grant planning with her at the Urban Native Center. Erin, Val, Heidi, Kerri and I met her for dinner at the Warrior Hotel.

### **Tristate Governor's Conference**

On October 11th, our entire SHIP office, along with Terry Medina, attended the Chamber's Tristate Governor's Conference at the Hilton Garden Inn. Sara Johnson from Hope Street spoke on mental health and Hope Street's incredible story, along with several other speakers. It was great to get a sense of each Governor's priorities, and how they work together. We also had the opportunity to network with other community members and partners!

### **HHS & Native Community meeting**

Kim and I attended a meeting between HHS and the Native community on October 18th. SHIP's own Terry Medina hosted the meeting at his office in the Francis Building and served amazing homemade soup! In attendance were SHIP employees working at the Native Unit at HHS, Shane Frisch from HHS and representatives from the local tribes.

**b. Strategic Planning update**

Matt Ohman

The Strategic Planning committee agreed they now have a better understanding of all SHIP's community involvement and reach. Also recognizing SHIP's accomplishments, common goals and pathway moving forward. Matt noted appreciation of the Board members, staff and Linda Krei's many hours of work involved to update SHIP's vision, mission and goals. A new strategic plan document will be presented at the November Board meeting.

**c. Finances – Sky Ranch Behavioral Services**

Mindy Baylor



Finance - SRBS  
comparison.xlsx

**d. Beyond the Bell**

Jenna Andrews

#### **School Year 2023-24 Enrollment Update:**

16 of 19 schools open by 10/23 Sites not open- Sacred Heart, East Middle, Heelan Dual Language

#### **Meeting with Sioux City Community School District**

Earlier this month Matt, Mindy, Abby and I met with Angela Bemus, Associate Superintendent, and Jarod Mozer, Director of Elementary Education, with the Sioux City Community School District and had a very productive conversation around our next 21st Century grant application options, summer program planning, and ways we can collaborate and expand our partnership together.

#### **Action Coach- Linda Krei**

This year we are investing in our management team and having them work through a 12 week Management Masters class with Linda Krei. The goal of this class is to challenge the way we think, build effective systems and procedures, develop goals and ways of measuring success, and align as a team.

#### **Upcoming Events:**

Light on Afterschool- October 26th. Hosted at Scarecrow Farm Perkins Pie Fundraiser- November 1st-8th to pick up right before Thanksgiving

e. Early Childhood Play grant

Jessica Pleuss

Jessica stated she is looking for participants for an intervention study.

- Gaps: Achievement Gaps
- School Readiness Gaps
- Opportunity Gaps

**Ex: Opportunity Gap in Science Readiness**

- Science readiness:
  - ...is lower than other aspects of school readiness (Greenfield, et al., 2009)
  - ...develops mostly in *informal* settings
  - ...is linked to play with certain toys (e.g. Robert & Heroux, 2004; Christakis, et al., 2007)



<https://kidsednow.org/opportunity-gap-not-achievement-gap/>

**“Play is not frivolous; it is brain -building”**  
(Yogman et al., 2018)

- Ex: Multiple studies point to benefits of play with blocks and other “STEM toys”

(e.g. Caldara, et al., 1999; Bower, et al., 2020; Jirout & Newcombe, 2015; Stannard et al., 2001; Gur, 2011)

- Visual-spatial skills
- Mathematics
- Physics understanding

Which children have access to high - quality toys?

Is there an **opportunity gap** in toy access that may be influencing school readiness?

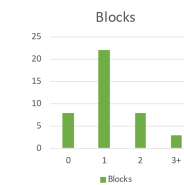
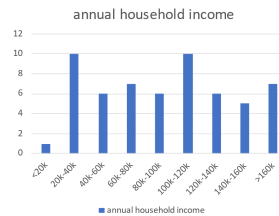


**Current Study: Mind the Toy Gap**

57 participants enrolled

- Range of income levels
- 41 toy inventories received
- 26 developmental screeners received

Goal: Figure out how to measure that (potential) gap!



**In Prep: Level the PLAYing Field**

Planning to apply for a grant from the Brady Education Foundation:  
<https://bradyeducationfoundation.org/>

*“The Brady Education Foundation seeks to close the educational opportunity gaps associated with race, ethnicity, and family income. The Foundation pursues its mission by promoting collaboration among researchers, educators, and other stakeholders via the funding of research projects and program evaluations that have the potential of informing private funders and public policy.”*

Assuming we DO find opportunity gaps in the play materials available to children:

Can we bridge that gap?

→ **Intervention study to see whether children who receive high quality toys they are lacking at home will improve in school readiness**

**Looking for: Co-PI(s) & Access to Participants**

**Co-PIs/Research Team:**

- Interest in play, school readiness, etc.
- Insight into our community
- Access to relevant populations is a bonus!
- Research Team needs to reflect diversity of our sample

**Commitment:**

- This year:** 2-3 planning meetings to help develop grant proposal
- If funded:** Periodic meetings over the course of the grant (13 years, depending on our proposal)

**Future participant needs:**

- Children under 5yrs
- Low income or other atrisk groups (plus some nonrisk participants for comparison)

Interested? Know someone who might be? Please reach out:  
[pleussj@morningside.edu](mailto:pleussj@morningside.edu)  
712-274-5292

**4. Board Education: SHIP marketing**

Matt Ohman

SHIP was established in 1998. The Board was recruited around 2 Iowa funding streams:

- Early Childhood Iowa
- Decategorization (DCAT)
- Other programs and initiatives include:
  - Beyond the Bell
  - Sky Ranch Behavioral Services

Sioux City BOOST-GO  
 Sioux BOOST-Reentry  
 Growing Community Connections  
 0-3 Prime Age to Engage  
 The Siouxland Street Project  
 SHIP also serves as Employer of Record for several other organizations

5. Future Agenda Items  
 none

6. Communications and Other Audiences

a. Memorial March 2023

Briar Cliff website is live. To register <https://www.briarcliff.edu/current-chargers/upcoming-events/events-list/memorial-march-to-honor-lost-children?event=b54023ee-45b6-4065-9ff2-758deb666ea3>

Link has been sent out to all SHIP Board members and staff

Donations to date: \$4700 but expecting between \$1000 to \$2000 coming in the next couple of weeks. Billboard is being ordered and flyers will be sent by the beginning of next week.

All donations are welcome.

b. November Board meeting @ Northwest AEA

7. Adjourn

Upcoming SHIP meetings & events:

Thursday, October 26, 2023

Lights On Afterschool	4:00 PM – 6:30 PM	Scarecrow Farms
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Friday, November 17, 2023

Executive Committee	11:00 AM – 12:00 PM	Northwest AEA
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Board of Directors	12:00 PM – 1:00 PM	Northwest AEA
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Tuesday, November 21, 2023

Memorial March education events	8:30 PM - 3:30 Pm	Briar Cliff University
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Wednesday, November 22, 2023

Memorial March	7:30 AM - 1:00 PM	Various locations
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