



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

October 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: Karen Mackey, Pastor Neil Wehmas

Present via ZOOM:

Suzanne Allen, Tom Bouska, Dr. Kim Buryanek, Tim Kacena, Leah Knapp, Shelia Martin, Rex Mueller, Gary Niles, Matthew O'Kane, Allison Polley,

Absent: Shelley Conover, Rocky DeWitt, Mark Monson, Jessica Ryan, Barb Small, Senator Jackie Smith, Alex Watters

Staff In person:

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

Staff via ZOOM:

Kelsey Schomaker

Absent: JoAnn Gieselman

1. Call to Order

Karen Mackey

2. Action Items

Karen Mackey

A. Consensus Agenda

- SHIP Board Minutes – 9-16-2022
- Committee Reports:
 - Executive Committee Minutes – 9-16-22
 - Bank Activity – September 2022
 - Consolidated Financials – August 2022

Gary Niles motioned to approve the Consensus agenda.

Shelia Martin

2nd

Motion carried

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Number of In-Person Voting SHIP Board Members	Yes	2	No	0
Number of Present Voting SHIP Board Members via ZOOM	Yes	9	No	0

Pastor Neil Wehmas (arrived 12:10pm)

- B. Sky Ranch Behavioral Services – Line of Credit Matt Ohman
SHIP is extending a line of credit to Sky Ranch Behavioral Services (SRBS):
- The line of credit shall not exceed \$250,000
 - SHIP will charge 0% interest until December 31, 2022
 - The SHIP Executive Committee and the Sky Ranch Foundation shall have joint monthly meetings for the duration of the line of credit

SHIP Executive Committee motion to approve the Sky Ranch Line of Credit

Tom Bouska 2nd Motion carried

Number of In-Person Voting SHIP Board Members	Yes	2	No	0
Number of Present Voting SHIP Board Members via ZOOM	Yes	10	No	0

- C. Managed IT RFP Matt Ohman

SHIP has utilized a local provider for IT services for the last 3-4 years. Due to expansion with four new Federal grants, SHIP’s workforce and needs continue to grow, and it has become difficult for the current provider to keep up (he is also working a full-time job). As SHIP needs immediate support for employees with IT issues, it has become necessary to seek out support that can meet those needs. The following is the RFP that will be released with Board approval:

**Request for Proposal
for
Siouxland Human Investment Partnership – Managed IT Services**

INTRODUCTION

Siouxland Human Investment Partnership (SHIP) is a non-profit 501(c)(3) organization located in Woodbury County, Iowa. The organization receives Human Services, Education, Health and Public Safety grants from Federal, State and County funders, and independent foundations. The organization is also a direct service provider of a large before- and after-school program and multiple other programs serving adults, youth and families. The governance board of SHIP

approves contracts for the use of funds with area agencies having the expertise and mission to fulfill the needs appropriate to the origin of the funds.

In 2005, the Legislature of the State of Iowa determined that local Early Childhood Iowa Boards were state agencies within the definitions of the State code. Because SHIP is the Early Childhood Iowa Area Board for Ida and Woodbury County, the organization is considered a quasi-governmental agency.

SHIP requests proposals from contractors to perform the managed IT services for the organization to proactively monitor and manage SHIP's network and device infrastructure. Active administration, regular and immediate timely support for hardware and troubleshooting, and security of devices for on-premises and remote workers are SHIP's top priorities.

Bidders interested in providing these services should submit proposals to Siouxland Human Investment Partnership (SHIP), 2540 Glenn Avenue, Sioux City, IA 51106, no later than 3:00 p.m. (local time), by Tuesday, November 8, 2022. Any proposal received after this deadline will be rejected.

Proposals should include the Bidder's cost proposal and sufficient information regarding the Bidder's ability to perform the services sought. The proposal should be no more than 3 pages in length, including budget.

The Agency reserves the right to reject any or all proposals, in whole or in part, to advertise for new proposals, to abandon the need for such services, and to cancel this Request for Proposal at any time prior to the execution of the written contract.

All information submitted by a Bidder may be treated as a public record by the Agency unless the Bidder properly requests that the information be treated as confidential information.

The costs of preparation and delivery of the bid proposal are solely the responsibility of the Bidder. Bidders should keep their own copies of the bid proposals, as proposals (both accepted and rejected) will not be returned to the bidder.

By submitting a proposal, the Bidder agrees that the Agency may copy the proposal for purposes of facilitating the evaluation of the proposal or to respond to requests for public records and represents that such copying will not violate the rights of any third party.

By submitting a proposal, the Bidder agrees that it will not bring any claim or have any cause of action against the Agency based on any misunderstanding concerning the information provided herein or concerning the Agency's failure, negligent or otherwise, to provide the bidder with pertinent information as intended by this Request for Proposal.

TIMETABLE

The dates set forth below are for informational planning purposes only. The Agency reserves the right to change the dates:

October 24, 2022	Request for Proposal is released
November 8, 2022	Proposals due
November 9-17, 2022	Evaluation period
November 18, 2022	Recommendations reviewed and approved by SHIP Board

November 21, 2022

Bidder selected and notified

December 1, 2022

Deadline for executing contract

EVALUATION OF PROPOSALS

The Agency will utilize an evaluation committee made up of the SHIP Executive Director, SHIP Business and Finance Director, and the SHIP Programs Director. The evaluation committee will review proposals and then make a recommendation to the SHIP Executive Committee and Board of Directors. The committee will consider all information provided in the proposal when making its recommendation and may consider relevant information from other sources. **The SHIP Board will award the contract to the responsible Bidder submitting the best proposal.**

The evaluation committee's selection will be subject to the final approval of the Board. The proposals will be evaluated and a recommendation will be made using the following criteria, which are listed in no particular order:

1. Bidder's written plan to provide services (50 points);
 - a. Section should include and address the following items, but is not limited to:
 - i. SHIP operates at roughly seven physical locations
 - ii. SHIP has 60 full-time employees (some of those working remotely) with roughly 75 computers/devices, and 25 printers.
 - iii. SHIP utilizes Google Suite programs, Microsoft Office, Apple Business Manager, Zoom Phones, Verizon Business Phones, WebGrants (Dulles Technology Partners Platform), Cayen and the new state-mandated Playground data collection system.
 - iv. Services needed include network support, security, and backups.
 1. Support infrastructure and network functions
 2. Maintenance and upgrades to all programs
 3. Streamline IT management to increase productivity of workforce
 4. Purchase and set up new hardware
 - v. Support team accessibility – both onsite and remote options
 1. Support response time
 2. Accessibility to "Help Desk"
2. Past performance of work that is identical or similar to the scope of services identified (20 points);
3. Cost reasonableness (20 points);
4. Bidder is eligible to provide services and possesses the potential to perform successfully under the terms of the contract (10 points)

NOTICE OF INTENT TO AWARD

Notice of Intent to Award will be sent by email to all Bidders submitting a timely bid proposal no later than November 21, 2022. The Notice of Intent to Award is subject to execution of a written

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contract and, as a result, the Notice does not constitute the formation of a contract between the Agency and the apparent successful bidder.

ACCEPTANCE PERIOD

Negotiation and execution of the contract shall be completed no later than December 1, 2022. If the apparent successful bidder fails to negotiate and execute a contract, in its sole discretion, the Agency may revoke the award and award the contract to the next highest ranked bidder or withdraw the Request for Proposal.

The Agency further reserves the right to cancel the award at any time prior to the execution of a written contract.

REVIEW OF AWARD DECISION

Bidders may request review of the award decision by filing a written appeal to:

Matt Ohman
Executive Director
Siouxland Human Investment Partnership
2540 Glenn Avenue
Sioux City, Iowa 51106
Email: mohman@siouxlandship.org

The Agency must receive the written appeal within five (5) business days from the date of the Notice of Intent to Award, exclusive of weekends and holidays. The written appeal may be mailed, faxed, e-mailed, or delivered. The request to review the Notice of Intent to Award decision shall clearly and fully identify all issues being contested by reference to the page and section number of the Request for Proposal. The Executive Director shall review the Notice of Intent to Award decision based on the same information that was before the Evaluation Committee. An evidentiary hearing will not be conducted. The Executive Director shall issue a written decision within five (5) business days of receipt of the review request, exclusive of weekends and holidays. The decision of the Executive Director shall be final. A request to review the Notice of Intent to Award decision shall not stay negotiations with the apparent successful bidder.

DEFINITION OF CONTRACT

The full execution of a written contract shall constitute the making of a contract for services and no bidder shall acquire any legal or equitable rights relative to the contract services until the contract has been fully executed by the apparent successful bidder and the Agency.

SHIP Executive Committee motioned approve the IT RFP

Suzanne Allen	2nd	Motion carried	
Number of In-Person Voting SHIP Board Members	Yes	2	No 0

D. Policy Review – Workplace Violence

Kelsey Schomaker

In a previous Board meeting, the Board requested policy review to ensure SHIP is well-positioned and protected in the event of workplace violence. A new policy was drafted:

Workplace Violence Policy

Policy Statement

Siouxland Human Investment Partnership (SHIP) is committed to providing a safe and healthy workplace free from actual, attempted or threatened violence. SHIP recognizes that workplace violence is a health, safety and human resources issue and will take reasonable precautions to prevent workplace violence and to protect employees at the workplace.

Scope and Application of Policy

This policy applies to all SHIP employees regardless of position or classification. It also applies to all persons who attend a SHIP workplace including, but not limited to, all visitors, contractors, vendors, and persons served. For the purpose of this policy, a workplace includes all places where Siouxland Human Investment Partnership business occurs and includes all:

- SHIP buildings (whether owned or leased) and surrounding perimeter including parking lots, sidewalks, and driveways (“SHIP Grounds”)
- Off-site locations where SHIP business occurs
- SHIP-sponsored functions and recreational or social events, whether taking place on SHIP Grounds or elsewhere; and
- Travel for SHIP business.

Prohibited Conduct

Siouxland Human Investment Partnership does not tolerate any type of workplace violence committed by or against employees. Employees are prohibited from making threats or engaging in violent activities. This list of behaviors provides examples of conduct that is prohibited:

- Causing physical injury to another person.
- Making threatening remarks.
- Displaying aggressive or hostile behavior that creates a reasonable fear of injury to another person or subjects another individual to emotional distress.
- Intentionally damaging employer property or property of another employee.
- Possessing a weapon while on SHIP property or while on SHIP business.
- Committing acts motivated by, or related to, sexual harassment or domestic violence.

This is a companion policy to SHIP’s Harassment, Sexual Harassment, and NonDiscrimination Policies which address harassment, including conduct that is not covered by the definition of workplace violence, but that demeans, embarrasses, humiliates or is known, or should be known to be unwelcome.

Reporting Procedures

Any potentially dangerous situations must be immediately reported to a supervisor, SHIP’s Human Resource department, or the SHIP Executive Director. Employees should be advised that SHIP will maintain the strictest confidentiality regarding this matter, but the confidentiality

of the accused and/or accuser cannot be guaranteed in all circumstances and that other members of SHIP management may need to be involved in order to conduct a thorough investigation. All parties involved in a situation will be counseled, and the results of investigations will be discussed with them. Siouxland Human Investment Partnership will actively intervene at any indication of a possibly hostile or violent situation.

Risk Reduction Measures

Hiring

The Human Resource department takes reasonable measures to conduct background investigations to review candidates' backgrounds and to reduce the risk of hiring individuals with a history of violent behavior.

Safety

Safety for employees of Siouxland Human Investment Partnership is a top priority. With the ever-changing situations in our workplace and the various areas we serve our clients, employees are asked to evaluate their own surroundings and bring any concerns to the Executive Director or Human Resource department. Those concerns will be evaluated and addressed with the location of the concern.

Individual Situations

Although SHIP does not expect employees to be skilled at identifying potentially dangerous persons, employees are expected to exercise good judgment and to inform the HR department if any employee exhibits behavior that could be a sign of a potentially dangerous situation.

Such behavior includes:

- ♣ Discussing weapons or bringing them to the workplace.
- ♣ Displaying overt signs of extreme stress, resentment, hostility or anger.
- ♣ Making threatening remarks.
- ♣ Showing sudden or significant deterioration of performance.
- ♣ Displaying irrational or inappropriate behavior.

Dangerous/Emergency Situations

Employees who confront or encounter an armed or dangerous person should not attempt to challenge or disarm the individual. Employees should remain calm, make constant eye contact and talk to the individual. The first call should be to 911 if warranted or your supervisor once they can be safely notified of the need for assistance without endangering the safety of the employee or others. Otherwise, employees should cooperate and follow the instructions given while trying to secure their own safety and the safety of others. Employees will be asked to document the observed behavior in question once the situation is de-escalated.

Zero Tolerance

SHIP values the health and safety of its employees and expects that its workplace(s) will be free of workplace violence. SHIP will not tolerate incidents of workplace violence perpetrated against or by SHIP workplace or involved in SHIP business.

Threats, threatening conduct, or any other acts of aggression or violence in the workplace will not be tolerated. All physical assaults involving an employee or occurring at a SHIP workplace will be reported to police. All other incidents or threats of workplace violence will be reported to police as appropriate.

Any employee determined to have committed such acts will be subject to disciplinary action, up to and including termination. Nonemployees engaged in violent acts on the employer's premises will be reported to the proper authorities and fully prosecuted.

SHIP Executive Committee motioned approve the Workplace Violence Policy

	Suzanne Allen	2nd	Motion carried	
Number of In-Person Voting SHIP Board Members	Yes	2	No	0
Number of Present Voting SHIP Board Members via ZOOM				
	Yes	10	No	0

E. Policy Review – Procurement Policy Kelsey Schomaker

It has become necessary for SHIP to revise its current procurement policy to allow more flexibility in extending contracts with well-performing vendors and partners. Here is the revised policy:

Procurement Procedures - Services and Contractors

The following are SHIP's procurement procedures for services and contractors:

1. SHIP shall avoid purchasing services that are not necessary for the performance of activities required by an award.
2. SHIP shall solicit bids for services and contractors by: posting a solicitation for bids to the SHIP website (www.siouxlandship.org) until closing date; and distributing the solicitation via email distribution lists to partner organizations and professionals, also until closing date. SHIP will ensure that the solicitation of bids or RFP process is a fair and open competition.
3. The SHIP Executive Director shall review all proposals and narrow down to a reasonable number of proposals.
4. The top proposals shall be evaluated by an evaluation committee comprised of members of the SHIP Board, Executive Committee, SHIP Executive Director and/or appointed staff, or committee members.
5. The Executive Director shall notify the winning contractor of award in writing no more than 7 business days from the Evaluation Committee's decision.
6. **SHIP shall reserve the right to extend any procured service or contract obtained through this original procurement process while maintaining all federal, state, and other contractual compliance. A reasonable expectation will be set to reevaluate all contracts to verify services rendered still meet organizational needs. The additional extension should not exceed the original contract length and only one extension will be granted before a new procurement procedure is undertaken.**

7. For all procurements in excess of the federally-defined small purchase (Simplified Acquisition Threshold of \$150,000), procurement records and files shall be maintained that include all of the following:
 - a. The basis for contractor selection
 - b. Justification for lack of competition when competitive bids or offers are not obtained.
 - c. The basis for award cost or price
 - d. Awards are governed by the procurement rules at 200.318-326.
8. SHIP shall make all procurement files available for inspection upon request by an awarding agency.
9. All contracts with vendors on Federal grants shall require the vendors to certify in writing that it has not be suspended or disbarred from doing business with any Federal agency. SHIP will research potential vendors on the Excluded Parties List at the System for Award Management website (www.SAM.gov).
10. No employee, officer or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer or any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. Anyone participating in the selection, award or administration of a contract must sign a Conflict of Interest form prior to participation.

SHIP Executive Committee motioned approve the Procurement Policy

	Tim Kacena	2nd	Motion carried	
Number of In-Person Voting SHIP Board Members	Yes	2	No	0
Number of Present Voting SHIP Board Members via ZOOM				
	Yes	10	No	0

3. Discussion Items

A. Grant Announcements

Team

SHIP awarded 4 federal grants totaling \$4.55 million

Siouxland Human Investment Partnership (SHIP) has been awarded 4 federal awards from the U.S. Department of Labor, and the U.S. Department of Justice to serve children and families in the Siouxland Area.

SHIP Executive Director Matt Ohman states, "We are thrilled that we are able to provide these programs in our community, which will have such a huge impact on our children, youth, families, and adults. SHIP Is all about making positive change

that will result in a better quality of life for these specific populations, but also for our entire community.”

Awarded in July of 2022, SHIP was notified of their successful application for BOOST Growth Opportunities (BOOST GO) in the amount of \$1,999,990 over a 42-month period. This project will serve 180 young adults ages 18-24 who have been involved in the juvenile justice or adult corrections systems, introducing and preparing them for the world of work through placement into paid work experiences, and on a path to more equitable career opportunities with their peers. In addition to paid work experiences, the program encompasses occupational education and training in in-demand industries, leadership development, mentorship, and post-work experience placement into unsubsidized employment and/or education. The focus is on young adults impacted by community violence to advance equity, to combat gun violence and other violent crime with preventative measures that are proven to reduce violent crime and support public safety and community well-being. This grant is funded by the U.S. Department of Labor, and began enrolling participants on October 1st.

A second federal grant for the BOOST program was awarded in September of 2022. SHIP received notice for a U.S. Department of Justice Bureau of Juvenile Affairs grant for its BOOST Re-Entry program in the amount of \$900,000 over a 42-month period. This grant will serve a minimum of 100 Individuals age 18+ who are incarcerated but set for release between 20 and 180 days; priority to focus on people of color. Individualized services focus on career and criminogenic assessment, reentry planning, career planning, placement, retention, career advancement, support services and follow-up with the overarching goal of providing seamless pre- and post-release customized reentry and career services.

The other two grants benefit the Urban Native Center and Sky Ranch Behavioral Services, respectively. SHIP will administer these grants for those programs and act as the fiscal agent and employer of record:

- Awarded in September of 2022, SHIP was notified of their successful application for Strengthening Urban Natives (SUNs) in the amount of \$900,000 dollars over a 36-month period. The project will prioritize Woodbury County, Iowa focusing specifically on Sioux City, home to 3,000 urban Natives, one of the largest and most diverse, representative of four primary Tribes. Beneficiaries will include 250 urban Native youth ages 6-18 directly and/or indirectly exposed to violence in their homes, schools, and communities, with evidence-based trauma assessment, youth development, group mentoring, and trauma recovery services. This grant is funded by the U.S. Department of Justice. The goal of this strategic partnership is to further build and expand the capacity of urban Native families in Siouxland’s tri-state Sioux City Metropolitan Statistical Area (MSA) including Iowa, Nebraska, and South Dakota.

- Awarded in September of 2022, SHIP was notified of their successful application for Sky Ranch Behavioral Services Youth Reentry Grant Program in the amount of \$750,000 dollars over a 36-month period. This grant will serve 168 youth of all genders, ages 12-17 in the 60-mile radius of Woodbury County, priority for females and youth of color: Native Americans, African Americans, and multi-racial youth.

SRBS will deliver evidence-based pre-release services to youth in placement and will continue seamlessly to postrelease services through collaborative long-term, open-ended services customized to each youth. Specialists (Case Managers) will be trained effectively to deliver intensive case managements built upon the Cognitive Behavioral Theory model for effective youth reentry. Individualized interventions to promote well-being in mental health, reduced substance use, and vocational success.

SHIP partnered with Consulting By Design to facilitate the collaborative grant writing process for each award. SHIP is now in the process of interviewing for positions for each grant program.

B. Director's Report

Matt Ohman

SHIP New Office Ribbon-Cutting

On Monday, October 17th, SHIP had an open house at our new location at 2540 Glenn Avenue. The Siouxland Chamber of Commerce was present for the ribbon-cutting. Several SHIP Board members, including Board Chair Karen Mackey, were present as well as former Board members, staff and former staff, community partners and grantees. Representatives from the offices of Senator Joni Ernst and Representatives Randy Feenstra and Chuck Grassley were in attendance, as well as state Representative Jacob Bossman. Our new space was full of people! The event really reinforced how much this community appreciates our organization!

Beyond the Bell – 21st Century Impact Conference

I attended the Impact Conference from September 23rd – 24th in Des Moines, along with Beyond the Bell Program Director Jenna Andrews and Multisite Coordinators Rob Manuel and Rosanna DeArcos. SHIP / Beyond the Bell were honored at the conference for having the most improved literacy proficiency for our students at the 21st Century sites during the 2020-21 school year! This year the conference was located at the Blank Park Zoo!

Food Pantries

I helped Beyond the Bell sites package food to go home with families at two sites' food pantries: Hunt on October 4th and Irving on October 11th. SHIP Board members Barb Small and Jessica Ryan also participated in packaging the food at these sites. The Food Bank of Siouxland drops food off at each location before the students are dismissed to Beyond the Bell, and volunteers help assemble the bags for families when they pick their students up. Beyond the Bell has one pantry set up at four schools monthly: Hunt, Irving, Bryant and Loess Hills. SHIP Board members are encouraged to help out if available for future pantries.

Beyond the Bell – Lights on Afterschool On Thursday, October 20th, Beyond the Bell celebrated the national "Lights on Afterschool" day by inviting students and families to attend an event at Scarecrow Farms in Lawton from 4-6:30.

C. Finance Report

Kelsey Schomaker

Budget Development & Implementation:

• Coinciding with the closeout of June 30th and September 30th fiscal year-ends, we are working with programs to develop and implement new fiscal year budgets. Recent budget work has been focused on BOOST, Beyond the Bell, Growing

Community Connections, NECI, and Sky Ranch Behavioral Services. The additional three new DOJ grants will bring additional budget implementation work.

Finance Updates:

- DOJ Grant Awards – Utilizing the federal grant platform, JustGrants, I formally accepted all three new grant awards. We are currently awaiting budget approval before program implementation. Although our anticipated start date was October 1st, we now hope to get budget approval in January 2023 with full grant programming starting in February.
- Several grants and contracts had a September 30th fiscal year-end date. Finance has been working diligently to appropriately spend all of the dollars down, complete fiscal year-end accrual journal entries, and submit appropriate program and finance reports to the funding sources.
- We collaborated with Beyond the Bell to research several potential options for a new electronic timeclock system. After completing several demonstrations, we analyzed all considered factors such as access, scheduling, supervisor approval, QuickBooks integration, and cost. We hope to pilot a new system effective next month at three Beyond the Bell locations. After full integration at Beyond the Bell, our hope is to expand this system to other SHIP programs and employees.
- SHIP Finance continues to finalize all necessary workpapers, documents, and financial statements for SHIP's independent audit conducted again this year by King, Reinsch, & Prosser. We work each year to provide comprehensive information to KRP before the start of testing to streamline their work and expedite the financial statement compilation. I've set a goal to present the completed audit to the board another month earlier this year as compared to last year.

- D. Memorial March Kim Jenkins
20th Annual Memorial March "All Things Emerald" November 17-23, 2022
Memorial March registration is live on the Briar Cliff University website at briarcliff.edu/memorial-march
Brochure will be available early next week. All donations are welcome.

- E. Beyond the Bell update Jenna Andrews
There has been little improvement in the staff shortage issues, and many students/families remain on the waiting list. Although BTB has successfully recruited and trained new staff to place at sites, there continues to be other staff that move on to other opportunities, creating a continual revolving door. This is despite recent implementation of incentives for workers, retention bonuses and increased wages.

This year's Iowa 21st Century grant application was released. After meeting with the Sioux City Community School District, BTB determined that this year's application will be for Unity Elementary. The Board will approve the application at a future meeting.

BTB will be implementing a new time system and looking at a new data system with implementation by summer.

BTB Lights On event at Scarecrow Farms on October 20th had almost 450 attendees!

F. Early Childhood Iowa update

Kerri Hall

SHIP ECI designation mid-cycle materials were submitted on time and are now under review by the State TA team.

No update on the IHHS organizational chart regarding ECI but the State TA team believes those updates will be coming soon.

The SHIP Board of Directors are invited to attend a political forum November 1, 2022. A flyer was sent out to RSVP. All current seated legislators as well as those running in Ida, Monona, and Woodbury counties have been invited to attend.

The Association of ECI Area Boards and Advocates Annual Conference will be held November 10th with the social gathering the night before. SHIP's ECI Delegate, Rex Mueller, will attend with Kerri Hall.

Mary J Treglia has re-opened the preschool after a brief reorganization.

New Board members include: Robert Ruinquest, Tim Erikson, John Paul Engel, Kelsey Callens, and Ivonett Torres

They are developing a P&L for each program, creating committees for grants, major donors, and fundraising.

Looking for a licensed teacher.

Looking for an employer to work together to apply for governor's education grant for adult bilingual education.

5. Board Education: Ida County Early Childhood Iowa Programs

Kendra Rensink – Mid Sioux Opportunity – Ida County 3-year-old preschool
Head Start/Early Head Start

- Cherokee, Ida, Lyon, Plymouth, and Sioux Counties
- Total number of children served:
 - 175 – Head Start
 - 72 – Early Head Start
 - 16 – Shared Visions/CDC
 - 8 – SHIP
 - 10 – State Early Head Start
 - 281 – total

Head Start and Early Headstart – eligible children/families at or below 130% Federal poverty

History of Head Start in Ida County

Center-based program located in School District

2013 – offered home-based services

2018-2019 – partnered with SHIP to remodel the basement of KidZone. Serve 8 Head Start children and 8 funded through SHIP. Lack of three-year-old preschool in Ida County.

2019-2020 – opened Ida County Community Preschool

Services

Education

- Offers a center-based preschool program Monday – Thursday from 8:30 – 12:30

- High Scope curriculum
 - Play-based, child-centered, and hands-on/active learning
 - Safe indoor and outdoor learning environment
 - Teachers complete GOLD notes on each child through observations. Child goals are set throughout the year. Notes are entered and will identify where each child at based on their age.
 - Goal is for all children to be school ready

Disabilities

- Work with AEA to offer additional support with a child on an IEP/IFSP or identify and assist families on the IEP/IFSP process
- Program is required to serve 10% of children with a documented disability

Other Services

- Health
 - Physical, mental, height, weight, lead, hemoglobin, nutrition screens, and fluoride
- Family
 - Offer monthly parent meetings
 - Two home-visits per year
- Meals
 - Breakfast and lunch are served each day

Standards

- Follow Head Start Performance Standards
- State of Iowa DHS licensing requirements
- State of Iowa CACFP Standards
- QRS/IQ4K – minimum level of 3. Currently going for level 4

Collaboration with KidZone

- Rent space from KidZone
- Contracts with KidZone for meals (saves cost for both entities)
- Families have the option to enroll in KidZone for before/after childcare

Challenges

- Find and retain qualified staff
- Over income families for eligibility

Linsey Gilbert – Child Care Nurse Consultant for Ida and Woodbury County

Ida County has 6 licensed preschools and 1 in-home

Linsey reports she does many trainings that include CPR, medication disbursements, staff interactions and children with special needs. Performs playground safety checks, health and safety checks and answers medical questions such as Covid procedures.

All immunizations and physicals are also tracked.

Megan Miller and Alexia Klemish – Siouxland District Health Department HOPES Program
The HOPES Program enrolls families prenatal up to 3 months

Megan reports they served 3 families in fiscal year 2022. So far, they have no participants for fiscal year 23 in Ida County.

HOPES offer support and educate your family during pregnancy as well as after the birth of your baby.

After many attempts at Kids Fest, Ida Co Farmers Market and physician offices they have no participants for fiscal year 23 in Ida County.

Kathy Moore – Wee Wisdom

Wee Wisdom offers a 3-year and 4-year-old programs.

They are full at 12 children in each class offering a play-based creative curriculum with QRS level 5 rating.

SHIP staff toured the preschool and observed the many learning/activities Wee Wisdom provides.

5. Future Agenda Items

none

6. Communications and Other Audiences

none

7. Adjournment

Upcoming SHIP meetings:

Friday, November 18, 2022

Executive Committee 11:00 AM – 12 PM

Board of Directors 12:00 PM – 1:00 PM