



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

**February 17, 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, Leah Knapp, Karen Mackey, Rex Mueller, Gary Niles, Matthew O’Kane, Jessica Ryan

**Present via ZOOM:**

Suzanne Allen, Shelley Conover, Rocky DeWitt, Tim Kacena, Shelia Martin, Barb Small

**Absent:** Tom Bouska, Dr. Kim Buryanek, Mark Monson, Allison Polley, Alex Watters, Pastor Neil Wehmas

**Staff In person:**

Joli Gehring, Kerri Hall, Kim Jenkins, Tami Nielsen, Matt Ohman, Abby Kempema (Beyond the Bell), Kim Brown (Beyond the Bell)

**Staff via ZOOM:**

Erin Binneboese, Kelsey Schomaker

**Absent:** Jenna Andrews

**1. Call to Order**

Karen Mackey

**2. Action Items**

Karen Mackey

**A. Consensus Agenda**

- SHIP Board Minutes – 1-20-2023
- Committee Reports:
  - Executive Committee Minutes – 1-20-23
  - Bank Activity – January 2023

- o Consolidated Financials – December 2022

**Rex Mueller motioned to approve the Consensus agenda.**

	<b>Leah Knapp</b>	<b>2<sup>nd</sup></b>	<b>Motion carried</b>
Number of In-Person Voting SHIP Board Members	Yes	7	No 0
Number of Present Voting SHIP Board Members via ZOOM			
	Yes	5	No 0

- B. DCAT Recommendations Erin Binneboese  
 Polk County Decategorization  
 RE: Transfer of FY21 De Moines (Polk County) Decat funds to Woodbury Decat Project

The Des Moines Cluster Decategorization Executive Board is requesting a transfer of \$15,600.00 from FY21 Des Moines Cluster Decat Fund to Woodbury Decategorization Project for Juvenile Court Services education and training assistance enabling more positive and linguistically and culturally appropriate client interactions. The funds will be used for fiscal years 11/23 and 23/24, to be spent on or before June 30, 2024.

The transfer of the funds indicated above from the Des Moines Cluster Decat Executive Board to Woodbury Decategorization Project is consistent with the Dcat plan.

Decategorization services funding, as identified in this transfer letter, must be spent in compliance with Iowa Code Chapter 8 and IAC11-Chapters 106 and 107 statutes and regulations regarding vendor solicitation and service contracting.

I am proposing to transfer the following amounts to Woodbury Decategorization Project to be used for the following programs, in accordance with any Special Terms and Conditions as outlined below:

- \$15,600.00 is designated for Juvenile Court Services education and training assistance enabling more positive and linguistically and culturally appropriate client interactions.

I understand the once the funds are transferred, these funds are under the control and direction of Woodbury Decategorization Project, subject to any Special Terms and Conditions agreed to by them

Total Dollar Amount to be Transferred: \$15,600.00 State FY21 funds.

Special Terms and Conditions of this funding Transfer: To be used in Fiscal Years 22/23 and 23/24 for supporting Juvenile Court Services education and training assistance enabling more positive and linguistically and culturally appropriate client interactions, funds to be spent by June 30, 2024.

**SHIP Executive Committee motioned to approve the DCAT recommendations**

	<b>Rex Mueller</b>	<b>2<sup>nd</sup></b>	<b>Motion carried</b>	
Number of In-Person Voting SHIP Board Members	Yes	7	No	0
Number of Present Voting SHIP Board Members via ZOOM	Yes	5	No	0

C. SAMSHA Project Launch grant application Kerri Hall

The 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.

**SHIP Executive Committee motioned to approve the SAMSHA grant application**

	<b>Shelley Conover</b>	<b>2<sup>nd</sup></b>	<b>Motion carried</b>	
Number of In-Person Voting SHIP Board Members	Yes	7	No	0
Number of Present Voting SHIP Board Members via ZOOM	Yes	5	No	0

D. Byrne/JAG grant application Matt Ohman

Siouxland Human Investment Partnership and Sky Ranch Behavioral Services in partnership with Iowa Third Judicial District is proposing to Governor's Office of Drug Control Policy for a Justice Assistance Grant (JAG)

**Grant duration:** 12 months, beginning 7/1/23 and ending 6/30/24

**Population served:** Youth ages 12-17 in Iowa Third Judicial District

**# served:** up to 100

**Funding:** estimated \$50,000 to \$75,000

**Program partners:** Iowa Third Judicial District, Juvenile Court Services

**Program purpose:** Siouxland Human Investment Partnership and Sky Ranch Behavioral Services in partnership with Iowa Third Judicial District is proposing to Governor’s Office of Drug Control Policy for a Justice Assistance Grant (JAG) to create system enhancement and engagement to include:

- Mental health and/or substance use disorder treatment for justice system clients
- Improve equity and access to services for criminal justice clients

This system enhancement project will service up to 100 youth (and their families) designed to increase family engagement through monthly family support education, increase care coordination with parents and care givers of youth involved in JCS, offer coordination of care between JCS, mental health, addiction, and support services access, and provide technical assistance crisis management for JCS on complex needs of youth. Specifically, this position will fund training, support emergent needs of youth involved, and ensure case management and coordination with between youth, families/ caregivers, and JCS utilizing evidence-based practices.

**SHIP Executive Committee motioned to approve the Byrne/JAG grant application**

	<b>Dan Bittinger</b>	<b>2<sup>nd</sup></b>	<b>Motion carried</b>
Number of In-Person Voting SHIP Board Members	Yes	7	No 0
Number of Present Voting SHIP Board Members via ZOOM	Yes	5	No 0

Rocky DeWitt (arrived 12:14)

- E. Urban Native Center Employer of Record contract Kelsey Schomaker

Urban Native Center has a goal and mission to provide individual and community support that includes cultural, spiritual, educational, and behavioral support to American Indian/Alaskan Native community members in Siouxland. Located at 1501 Geneva Street in Sioux City, Urban Native Center offers a community center location that is safe and welcome for community programs, gatherings, events, and cultural ceremonies. Siouxland Human Investment Partnership (SHIP) is proposing an employer of record contract to facilitate the Urban Native Center subaward funded through the DOJ SUNs grant SHIP was awarded in October 2022. The subaward will fund one full-time employee and up to five part-time employees. SHIP established a fiscal agent contract with Urban Native Center in June 2021.

**SHIP Executive Committee motioned to approve the UNC Employer of Record**

**Dan Bittinger**      **2<sup>nd</sup>**      **Motion carried**

Number of In-Person Voting SHIP Board Members      Yes      7      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      6      No 0

**F. Closed Session – Executive Director evaluation**      **Karen Mackey**

**Gary Niles motioned for Closed Session**

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

Number of In-Person Voting SHIP Board Members      Yes      7      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      6      No 0

Upon return from Closed Session

**Gary Niles motioned to except the Executive Director’s evaluation**

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

Number of In-Person Voting SHIP Board Members      Yes      7      No 0

Number of Present Voting SHIP Board Members via ZOOM  
Yes      6      No 0

**3. Discussion Items**

A. Director’s Report      Matt Ohman

**Crittenton Center Shelter Open House**

On January 30th, I visited the Crittenton Center’s shelter for an open house in celebration of the shelter’s one-year anniversary of re-opening. The Transitional Therapeutic Home has been renamed by the youth that it serves as “The Mansion”. While I was there, I visited with Crittenton Center Director Kim Scorza, and Shelter Director Erika Fuentes. The Mansion is currently full to capacity. They are always looking for donations of used items like clothing for youth, toys, games, movies, etc. Pictured are myself, Erika and SHIP’s former Early Childhood Iowa Director, Tyler Zellmer (now working as a Financial Planner at Stifel).

### **Federal Grant Meetings**

The past month has been busy with virtual meetings with the Federal Project officers and coaches with our three new Department of Justice grants as well as for our DOJ grant. I typically attend these meetings along with the Program Directors or Project Coordinators and Kelsey as Finance rep.

### **Siouxland Chamber of Commerce Legislative Day @ the Capitol**

On February 1st, Kerri and I traveled to Des Moines as part of the Siouxland Chamber's annual legislative day at the Capitol. We met with the Governor and Lieutenant Governor, the Speaker of the House and the House Majority Leader, the House Minority Leader (pictured here), The Senate Majority Leader and Senate President, the new Attorney General, Debi Durham, Senator Zach Wahls, the Chairs of the House and Senate Ways and Means Committees, and the Governor's Liaison for Work-Based Learning. Kerri and I had opportunities to present many of these policymakers with a information about a large surplus from carryover in the Child Care Assistance budget.

### **Hope Street purchases and moves into the former Shesler Hall**

On January 26th, Hope Street closed on the property at 1308 Nebraska Street, the former Shesler Hall. The property was purchased with funds granted to Hope Street for this purpose from Rolling Hills (50%), and private donations. The current Hope Street location at 406 12th Street (Frank's House) will close on February 28th. The new location will provide 16 more beds than are currently available.

### **Board member lunches**

I met with SHIP's newest Board member, Dan Bittinger, on February 2nd.

#### **B. Success Stories**

Matt Ohman

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

Just this week Sky Ranch celebrated the successes of one of our juvenile clients recently discharged from probation. "Tim" was arrested two years ago for weapons charges that nearly led to his transfer to the adult court system. He was able to address his charges within the juvenile court system and also successfully graduated from drug court. This young man has devoted himself to a life of sobriety while being extensively involved in our substance use outpatient treatment. Tim has shown great progress and has served as a mentor to his peers in recovery services. He has grown into a young man that we've been fortunate to serve and set the example for how successful youth can be in our programming.

#### **BOOST GO**

Twenty-year-old Jose was referred to the BOOST GO program with the charge of theft. His case manager enrolled him and developed an Individual Career Plan including next steps to meet his goals. Jose was unemployed and indicated he was interested in a warehouse/production career. During this quarter, Jose was offered and earned his Industrial Forklift Training Certification. His case manager and employment specialist worked with Jose on his interview skills and resume. He was offered a job after certification. He is now happily employed at Custom Woodworks

in Sioux City as a forklift driver in their warehouse. He is currently making \$22.25 an hour as a full-time employee, gaining full health and life insurance benefits.

**Early Childhood Iowa (ECI) - St. Paul's Lutheran Preschool Sioux City**

We were able to open up our program to a family that immigrated here a few years ago. They know little English but wanted to send their child to a Christian school. Having the SHIP scholarship available for them was a big help for them as they continue to navigate citizenship and working with a little amount of the English language. We have learned much about their culture and have been able to get their daughter started on learning English in the classroom!

C. Finance Report

Kelsey Schomaker

Federal Grants:

- Department of Labor – BOOST GO – We received notification that both the performance and financial quarterly reports are switching online reporting platforms. We are participating in orientation webinars on the new system and learning the requirements right along with our Federal Project Officer.
- Finance has been busy establishing and implementing the employee/volunteer background checks, financial reporting structure, and internal controls of the three new DOJ grants. This work will be ongoing as we continue to get these grants fully implemented.
- Two of the three DOJ grants have subawards. SHIP will be implementing practices and procedures in compliance with our subrecipient monitoring required by 2 CFR 200.

Finance Updates:

- Fiscal Year 2022 Audit – Our report was successfully submitted and accepted by the Federal Audit Clearinghouse on February 2, 2023.
- I am continuing to strengthen the reporting and communication of financial information to our program leaders. I have scheduled periodic meetings with appropriate staff to communicate funding updates, verify compliance, review spending patterns, strategize funding spend-down plans, etc. Over the years, these meetings have been very beneficial for timely grant/contract expenditures.
- I have begun FY24 budgeting and forecasting to provide financial support of anticipated programmatic changes.
- The RFA for Early Childhood Iowa (Year2 funding) was released via SHIP WebGrants on Wednesday, February 1st.
- All SHIP, Employer of Record, and Fiscal Agent Contract W-2s and 1099s were issued by the end of January

- SHIP will be issuing Affordable Care Act 1095s by the end of next week

Kelsey introduced Kim Brown with Beyond the Bell as an official member of SHIP's Finance Team.

#### D. DCAT Update

Erin Binneboese

DCAT FY24 recommendations will be out in March

#### E. ECI Update

Kerri Hall

Kerri Hall updated the SHIP Board on State Government Relations including updates on the following:

Kerri believes it is Governor Reynolds and Director Garcia's intent to maintain the Early Childhood Iowa contract procurement structure as well as the quarterly payment process as is for fiscal year 2024. As of 2/17/2023 the Early Childhood Iowa State Board is to remain intact and Early Childhood Iowa Area Boards to maintain local control. No update yet on the condition of the Early Childhood Iowa State Technical Assistance Team. Kerri will update the SHIP Board as new information is provided.

Update on Health and Human Services Realignment and organizational chart (proposed 38 Dept. down to 16) Early Childhood Iowa to be placed under Family Wellbeing and Protection.

Senate Study Bill 1123 – The Governor's State Government Re- alignment proposal. Due to the size of the bill (1,569 pages), the Senate subcommittee will hold a series of meetings working their way through the divisions of the bill.

House File 47: Exempts from the income tax the wages received for performing certain childcare services. Defines such services. In House Ways and Means. Passed subcommittee on 1/25. Eligible for committee vote.

House Study Bill 10: Requires employees of childcare facilities to take a physical with six months of starting employment or within 30 days of starting employment. In House HHS Policy. Passed subcommittee. Eligible for consideration by the full committee.

Senate File 126 (Senate Study Bill 1010): Requires employees of childcare facilities to take a physical with six months of starting employment or within 30 days of starting employment. In Senate HHS Policy. Passed committee. Received new bill number. Eligible for consideration by the full Senate Chamber.

House File 51: Requires DHHS to amend its rules to make childcare assistance payments for a child covered under the program on days the child is absent from a



regularly scheduled day if the provider would charge other children for an absence. In House HHS Policy.

House Study Bill 50: Deems a child eligible for state childcare assistance if a parent is employed full-time as a childcare provider at an eligible childcare business. Prohibits co-payments but does allow the childcare center to charge for the difference between the state reimbursement rates and the center's rates. In House HHS Policy. Passed subcommittee. Eligible for debate by the full committee.

F. Beyond the Bell Update

Abby Kempema

Abby reported there are 101 children on the morning program waitlist with 86 on the afternoon waitlist. Parents are being updated on openings and asked if before or afterschool care is still a need.

Sioux City has 23 BTB sites and South Sioux City has 5 sites.

There are 371 children enrolled in morning program and 585 in the afternoon programs.

Seven of the BTB sites are funded by 21<sup>st</sup> Century Learning Centers federal grants. BTB summer program has begun enrolling and will be offered at Morningside and Liberty elementary schools

South Sioux City schools summer program will open for enrollment next Thursday, February 23<sup>rd</sup>.

BTB partners with the SC Police Department with officers making visits to the schools in their assigned patrol neighborhoods. Chief Rex Mueller noted the officers drop by as time allows, depending on officer calls. Having police officers routinely hanging out with the students at BTB sites reinforces a positive relationship between students and police officers.

4. **Board Education – Sioux City Police Department**

**Rex Mueller**

Chief Rex Mueller provided a tour of the Sioux City Police Department Hall of History Museum which he started in 2010.

The museum opened in 2013 and is dedicated to preserving over 150 years of local law enforcement history.

Museum items on display include various badges, uniforms, weapons, and equipment from different eras in the SCPD history. The museum also displays S.W.A.T., K-9 Unit, Detective Bureau, Traffic Unit, and others.

Artifacts from investigations are also displayed with actual evidence and equipment from major cases in Sioux City Police history.

Vintage and modern weapons show the evolution of police firearms. Police vehicles and personal equipment are also on display to show the advancement of technology over the years.

The SCPD hall of History is made possible with the contributions of supporters.

Officers and family members continue to provide new items for display that provides a glimpse into the life of a Sioux City Police Officer.

Included in the many displays is the Fallen Officer Memorial honoring Sioux City police Officers who made the ultimate sacrifice.

The museum continues to grow as new displays are created and new artifacts donated.

**5. Future Agenda Items**

DCAT FY24

**6. Communications and Other Audiences**

None

**7. Adjournment**

Upcoming SHIP meetings:

Friday, March 17, 2023

Executive Committee (joint meeting with Sky Ranch Foundation) 10:00 AM – 12:00 PM

Board of Directors 12:00 PM – 1:00 PM