



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

September 15, 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.

Board Member	Present:	Board Member	Present:
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 checked="" type="checkbox"/>	Jarod Mozer	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Dr. Kim Buryanek (Secretary)	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>	Rex Mueller	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>
Tom Bouska	Y <input checked="" type="checkbox"/> N <input checked="" type="checkbox"/>	Gary Niles	Y <input type="checkbox"/> N <input checked="" type="checkbox"/>
Shelley Conover	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Matthew O’Kane	Y <input type="checkbox"/> N <input checked="" 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 checked="" 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 type="checkbox"/> N <input checked="" type="checkbox"/>
Treylla Lee	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>	Alex Watters	Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

SHIP Staff	Present:
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: Kevin Grieme – Siouxland District health Department
 Erica Fuentes – Crittenton Center
 Shari Smith – Mid-Sioux Opportunity

Erin Binneboese announced that SHIP was awarded the SAMHSA Grant. SHIP will partner with Sky Ranch Behavioral Services, Juvenile Court Services, and the Sioux City Community School District. This is a 2 year grant with the option to renew for an additional 3 years. Start date is September 30th serving youth in grades 5 through 12.

1. Call to Order

Jessica Ryan

2. Action Items

A. Consensus Agenda

Jessica Ryan

- SHIP Financials
- Board Minutes 8-18-23
- Executive Minutes 8-18-23

Propose the Motion: Tom Bouska		Second Motion: Shelley Conover	
In Favor: 14	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

B. Early Childhood Iowa Annual Report

Kerri Hall

Propose the Motion – Woodbury & Ida County Committee		Second Motion: Rita Frahm	
In Favor: 14	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

C. DCAT Recommendations

Erin Binneboese

To: Woodbury Decategorization Board
 From: David Schmiedt, Chief Juvenile Court Officer

Subject: Transfer of Juvenile Court Services FT23 State Funds to Woodbury Decategorization Project

This letter proposes to transfer FY23 State funds from the following Juvenile Court Services funding stream to the Woodbury Decat Project, subject to acceptance by the Decat Project Governance Board of any special conditions/limitations outlined below

\$83,563.30 State F0S3 from School-based Supervision

Total Transfer Amount = \$83,563.30

Special Conditions/Limitations: These funds shall be spent no later than June 30, 2023. If funds Are not fully expended, they shall carryover with the same designation. Transferred funds are designated as follows:

\$15,263.30 for DCAT1-24-014 FFT

\$60,000.00 for DCAT1-24-015 JCS

\$ 8,300.00 for Decat Coordination service to ensure responsible fiscal management (5-10%)

Please note that there may be the possibility of additional funds available to be transferred. Should that occur, I will send you another letter outlining the terms and conditions for those additional funds.

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 Woodbury 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.

Propose the Motion: SHIP Executive Committee		Second Motion: Tom Bouska	
In Favor: 14	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

D. Policies

- Early Childhood Iowa funding process

Matt Ohman

Early Childhood Iowa – Funding Process

SHIP, as the designated Early Childhood Iowa Area for Ida and Woodbury Counties, will annually award funding to local agencies. The funding cycle for Early Childhood Iowa (ECI) grants will be two three years, with the 2nd and 3rd years of the 2 3-year cycle designated as a renewal years.

Year 1

SHIP will issue a Request for Proposal (RFP) that will be sent out to the ECI distribution lists and posted on the SHIP website. The application process is open to all programs in the community serving children and families 0-5, whether new or previously funded. Applications will be reviewed and scored by the SHIP ECI Grant Review Committee. All applications must address one or more of the established SHIP Early Childhood Iowa Community Priorities. The Grant Review Committee will make funding recommendations based on overall scores and availability of funding. The Committee’s motion(s) will be presented to the SHIP Board for final funding approval. Programs will be notified of funding status and the contracting process will begin.

Year 2 and 3 (Renewal years)

SHIP will issue a Request for Information (RFI) from applicants funded in the previous grant year. No new applications will be considered, and current contractors must justify any request for increased funding – no funding increase will exceed 10%. Contractor requests will be reviewed by the SHIP ECI Grant Review Committee. All requests must address one or more of the established SHIP Early Childhood Iowa Community Priorities. The Grant Review Committee will make funding recommendations based on the program’s progress and performance in Year 1 of the funding cycle, and the availability of funding. The Committee’s motion(s) will be presented to the SHIP Board for final funding approval. Programs will be notified of funding status and the contracting process will begin.

Appeal Process

Applicants have the right to appeal the funding decisions based upon a showing that the

policies and procedures governing the grant selection process have not been properly applied. The appeal process begins on the postmarked date of the written notification to the applicant of the grant committee’s decision. Appeals should be in writing and filed with SHIP within ten working days of the date of written notification of funding decisions to the applicant. It is the responsibility of the applicant to assure that appeals are received by 4:30 PM on or before the tenth working day of the appeals process. Appeals received after 4:30 PM on the tenth day will not be reviewed. All appeals shall be delivered to the office of the SHIP Executive Director.

Propose the Motion: SHIP Executive Committee		Second Motion: Shelley Conover	
In Favor: 14	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

- Early Childhood Iowa program monitoring Matt Ohman
 Early Childhood Iowa – Program Monitoring All programs funded with SHIP Early Childhood Iowa dollars will receive one site visit per contract year funding cycle. The Early Childhood Iowa (ECI) Director will conduct the site visit and will arrange a time with the contractor. Site visits may include, but are not limited to, an interview with the program director and staff, observation of program staff working with program participants or students, and a review of programmatic, participant, and fiscal files. After the site visit, programs will receive a report summarizing the site visit and any resulting findings. Programs may be asked to complete a corrective action plan within a specific time frame following the report issue. All site visit reports, communication and follow-documentation will be placed in the program file. A member of the SHIP Finance team may accompany the ECI Director on the site visit.

Propose the Motion: SHIP Executive Committee		Second Motion: Rita Frahm	
In Favor: 14	Opposed: 0	Abstaining: 0	Motion Carries: Y <input checked="" type="checkbox"/> N <input type="checkbox"/>

3. Discussion Items

- a. Director’s Report Matt Ohman

SHIP is Crittenton Center’s “Community Partner of the Month”

Crittenton Center has begun recognizing outstanding community partners. We were notified that we were selected as one of the first organizations to be honored! SHIP and Crittenton Center have worked together since SHIP was founded in 1998. SHIP has been a funder for Crittenton Center’s Stella Sanford Child Development Center, Family Resource Center, West High Infant Center and the former HOPEs program through ECI funds, and Community Partnerships for Protecting Children funds through DCAT. Crittenton also wrote Sky Ranch into one of their recent grants, and has been involved in pretty much every SHIP program in some way or another.

Morningside University partnership and projects!

Thanks to our Board’s connection to Morningside University (Board member Alex Watters),

I've been to the campus several times over the last month:

Branding and Advertising Class

SHIP has been selected as one of 5 organizations (including 3 businesses and 1 other non-profit) that will work with a dedicated group of students during the fall semester that will come up with a marketing and branding campaign as their class project. I've shared with the students that I'd like to increase the general public's awareness of SHIP and all of its impactful programs – Beyond the Bell, BOOST programs, Sky Ranch, and the community initiatives like the Siouxland Street Project. We've talked about improving SHIP's social media presence and website, as well as short-form video production and other marketing. The students will present their ideas to me next Thursday, and we will begin implementation.

Morningside Work Study MOU, Career Fair and Career "Dating"

On August 24th, we met with Morningside's Work Study program to offer students' the option to work at Beyond the Bell for their work study jobs. We finalized an MOU and then Jenna and I attended a career fair of all work study partners – we met with several students and got 6 applications. We hope to continue this partnership with the University for many years. On September 13th, Jalisa and I attended a "career dating" fair on Morningside's campus and talked to many students interested in going into non-profit management, social work, education and business careers.

Siouxland Mental Health Ribbon Cutting

On September 8th, Kerri and I attended the ribbon cutting at Siouxland Mental Health's new Child and Adolescent Center at the former Pier 1 building. We also took a tour of the new facility.

b. Siouxland Street Project

Matt Ohman

SHIP and The Siouxland Coalition to End Homelessness community meeting is scheduled for Tuesday, September 19th at the Sioux City Museum from 9am-11am

Updates will be shared from the Siouxland Coalition to End Homelessness, City of Sioux City, Sioux City Police Department, Sioux City Fire Department, The Warming Shelter, Soup Kitchen, Hope Street of Siouxland, Gospel Mission and Urban Native Center.

Discussions will also include landlord focus groups.

c. Beyond the Bell

Jenna Andrews

School Year 2023-24 Enrollment Update- 13 of 19 schools are open

Bryant - 31 AM 31 PM	*Irving – 33 AM 39PM	West Middle – need 1 to open
Hunt – 45 AM 45PM	*Spalding – 28 AM 37 PM	East Middle – need 2 staff to open
*Loess Hills – 33 AM 45 PM	Holy Cross – 19 PM	
Morningside - 42 AM 42 PM	Liberty – 31 AM 24 PM	Unity – need 1 to open
Nod/Sunnyside – 64 AM 60 PM		Sacred Heart – need 1 staff to open
		Dual Lang. Academy-need 2 to open
*Perry Creek – 64 AM 60 PM	Leeds – 21 AM 16 PM	

