

**IHSA BOARD MEETING
November 9, 2022**

Members Present: Alyssa Caldbeck, Sharon Burke, Julie Lang, Matt LeClere, Kim Puetz, Lori Ferris, Taylor Lynch, Robert Welch, Denise Tapscott

Ad Hoc Members Present: Anne Geiger, Monica Garner, Cathy Swackhamer, Ashley Otte

Guests: Katherine Harrington

Members Absent: Meghan Judisch, Gina Randall, Cindy Davis

The meeting called to order by at 10:04 a.m. by Julie Lang. The mission read by Lori Ferris.

Public Forum: No members

Agenda Items	Agenda Item	Discussion/Action Taken/Task Assignment
Approval of Agenda		Alyssa Caldbeck moved to approve the agenda. Lori Ferris seconded. Motion carried.
Approval of Minutes		Sharon Burke moved to approve the minutes. Alyssa Caldbeck seconded. Motion carried.
Treasurer's Report	Fiscal Report	Lori Ferris reviewed the treasurer's report. Julie will submit receipt for IHSA basket for Region VII Conference. Matt LeClere moved to accept the Treasurer's Report. Kim Puetz seconded. Motion carried.
Strategic Plan	Review and Discussion	Monica Garner reviewed the Strategic Planning discussion that was held in July. The board is exploring an Executive Director position based on our identified needs. Monica Garner recommended that we look to create a 5-year Strategic Plan. Discussion was also held on strengthening the committee work with broader membership and work sessions at board meetings. It was also recommended to add a social media presence as an action item. Lori Ferris moved to accept the Strategic Plan. Sharon Burke seconded. Motion carried.
Committee Reports	Education Committee	The PD calendar was reviewed. Monica Garner updated the board on the modification funding for use on Conscious Discipline training. Due to funding delays, Monica has proposed that the training be moved to April or May. Discussed offering Compassion Fatigue training for workforce wellness. The Education Committee meets on Monday, Nov. 14 th .
	Awards	2022-23 Awards and Scholarships forms were included in the packet. Sharon Burke, Lori Ferris, Alyssa Caldbeck, and Kim Puetz volunteered to serve on the review committee. Please begin thinking about nominations.
	Marketing	The committee has developed a year-at-a-glance calendar for marketing. A facebook page has been set up and the HS video has been developed. Thinking about Sandbox submissions and how to expand HS work through Sandbox with partnering agencies.

	Statewide Service Committee	Monica Garner reviewed the membership list for statewide committee. Monica is setting up a regular Zoom meeting for committee members to provide committee updates.
Old Business	Annual Meeting Review and Feedback	May need to re-define the purpose of the Annual Meeting and is it meeting the by-laws? Discussion on how an Executive Director could increase the role of advocacy.
	2023 Budget – review and approve updated version	Reviewed the 2023 Budget with increased funds from the Collaboration Office. A motion to approve the revised budget was made by Robert Welch. Seconded by Matt LeClere. Motion carried.
	T-shirt sales	Met with print shop and discussed set-up costs. Monica reported that the store will be able to be open to other Region VII programs. Discussed print options to keep costs manageable.
New Business	IHSA Executive Director Discussion	Exploratory Committee has been formed. Lori Ferris shared information on the committee's discussion including role/job description, and # of contracted hours. The committee has gathered information on job descriptions and/or contracts from other Executive Directors in Region VII. Lori Ferris shared information on our current IAEYC contract. IAEYC is willing to honor their contract as fiscal agent through the fiscal year ending in Sept. 2023. Discussion was held on # of contracted hours and roles/responsibilities. Next steps, committee to create a timeline and rough draft of job description.
	Discuss 2023 Dues	Discussed the dues structure (currently \$1700 plus \$1 per child). Lori Ferris moved to keep the dues structure the same for this program year. Matt LeClere seconded. The motion carried. Discussion was revisited on increasing annual IHSA membership dues by \$100 to \$1800 plus \$1 per child. Lori Ferris made a motion to increase the IHSA dues. Kim Puetz seconded. The motion carried.
	TLC Training – January 17-19, 2023	Catherine Swackhamer requested that IHSA host the Regional TLC Train-the-Trainer training to be held virtually by T&TA staff. Alyssa Calbeck made a motion to approve IHSA to host the TLC Training. Lori Ferris seconded. The motion carried. Discussion was held on appropriate costs for hosting trainings. Catherine suggested a tiered system of fees for virtual trainings and face-to-face meetings, networkings vs. certification trainings. Catherine Swackhamer recommended keeping networkings virtual based on current participation levels.
	Board Evaluation	The Board Member Evaluation form was reviewed for proposed changes. Robert Welch suggested asking new members to provide input on what they would like to gain from the experience. Discussion was held on moving the evaluation to the May meeting to inform the Strategic Planning process and gathering information from new members on hopes/expectations of new members at Orientation time.
	Review Board Calendar	The Board calendar was reviewed and updated. Julie will meet with Anne Geiger to update the calendar.

	<p>Fiscal Review</p> <p>Election of Officers – Vice President</p> <p>Parent Leadership</p> <p>2023 Awards</p> <p>Legislative Agenda</p>	<p>Committee can request an audit if wanted. Lori suggested with change in fiscal agent that we forego this year. Discussion was revisited on increasing annual IHSA membership dues by \$100 to \$1800 plus \$1 per child. Lori Ferris made a motion to increase the IHSA dues. Kim Puetz seconded. The motion carried.</p> <p>Denise Tapscott nominated Kim Puetz. Sharon made a motion to cease nominations. Alyssa Caldbeck seconded. The motion carried.</p> <p>Monica Garner reported that there is money in the Collaboration budget to assist with a Parent Leadership event. Catherine Swackhamer will contact the Family Engagement T&TA specialist to assist. Monica Garner inquired what the previous costs have been. Julie will request information from Anne Geiger.</p> <p>New Regional nomination packets will be mailed out by IAIEYC. The board was encouraged to begin thinking of Children’s Champion nominees.</p> <p>ICAA contracts with outside firm for lobbying. Katherine Harrington asked for input on legislative priorities. Asked for input on impact of intensive job search requirements on employees this past year. Julie shared our 2022 legislative priorities. Katherine asked if HS has participated in a Day-on-the-Hill event in the past.</p>
<p>Partner Reports</p>	<p>ICAA</p> <p>Iowa AEYC</p>	<p>Katherine Harrington, Executive Director of ICAA. Shared information on what ICAA does. ICAA recently was awarded a diaper grant for diaper distribution through pilot programs with SEIDA, HACAP, and Operation Threshold.</p> <p>WAGE\$ - Please continue to share information with your eligible staff. Know that WAGE\$ counselors are available to meet with you and/or your staff to answer questions and help in the application process.</p> <p>T.E.A.C.H. – New contract bonuses and for recipients and programs continue as do technology reimbursements. Now is a great time to start a T.E.A.C.H. contract. Details are on our website. T.E.A.C.H. counselors are also available to meet with your and/or your staff to answer questions and help people navigate the process.</p> <p>Iowa AEYC is currently in the process of hiring an events coordinator, communications coordinator, executive specialist, and administrative specialist. Two of the four positions are new and will support the increased growth at Iowa AEYC in recent years.</p> <p>CDA Navigators – Iowa AEYC, in partnership with HHS, will be hiring CDA navigators to work remotely across the state. These positions will provide face to face coaching and support to CDA candidates, provide additional outreach and recruitment for CDA, and serve as PDS</p>

		<p>across the state. The first round of hiring is slated for January 2023. We are very excited about this partnership and the impact it stands to make on the workforce.</p> <p>Workforce Study – Iowa AEYC’s workforce study data in the process of being analyzed by the I2D2 team and will be disseminated in early 2023. We are looking forward to having new data to share with the field as we continue to advocate for solutions to the child care crisis.</p>
	HSSCO	See Monica’s submitted report
	Child Development Coordinating Council	Meeting to be held November 17 th . Fine-tuning Shared Visions policies and procedures. Competitive grant available soon.
	Region VII Head Start Association	Completed Regional Conference. Planning summer Leadership Conference
	NHSA	Weekly calls on Mondays. Election results call tomorrow, November 10.
	ECI Steering Committee	Working on Strategic Plan. Monica planning to have them present on their restructuring.
	State Child Care Advisory Committee	Deciding if it will continue or not. Has not met for over a year.
	State PBIS	Strategic plan and systems learning to ensure messages are going out to entire membership
	Family Support Leadership Group	Working on strategic planning. MIECV authorization has been pushed back
	T/TA	Wrapping up T&TA plan. Q-CIT training wrapping up. MAP training to be offered virtually April-May. Home-Based institute to be held virtually in May or June. Catherine asked if the focus should target just practitioners and encouraging management staff to attend Leadership Institutes. Working on a PLA training and training format. Solicited thoughts for training needs for T&TA plan. Recommendations included In-kind training, CLASS 2.0, and Coaches training/supports. Monica Garner will share Director’s survey on PD needs with Catherine.
Agency Messages	Agency messages	<ul style="list-style-type: none"> • Board changes shared with Grantees • Exploring Executive Director • Awards and Scholarship nominations • TLC training invite

Next Meeting		January 18, 2023 (virtual only), March 15, 2023 (virtual only), May 17, 2023 (in person with virtual option), July 19, 2023 (in person with virtual option), Annual Meeting TBD
Adjourn		Meeting was adjourned at 2:48 p.m.