



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

**October 18, 2019
“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.

Present: Suzanne Allen (left 1:00), Amy Bloch, Tom Bouska, Dr. Kim Buryanek, Erica DeLeon, Brenna Franken (left 1:04), Dr. Paul Gausman (left 12:59), Charlotte Gorter, Sally Hartley (left 12:47), Tim Kacena, Karen Mackey (left 1:02), Gary Niles, Paster Senstad, Barb Small

Absent: Patty Andrews, Jim Gobell, Jeff Hackett, Shelia Martin, Mark Monson, Rex Mueller, Alison Polley, Keith Radig, Pastor Wehmas, Denise Winter

Staff: Matt Ohman, Kelsey Keane, Erin Binneboese, Kerri Hall, Nancy Keairns, JoAnn Gieselman, Jenna Andrews (Beyond the Bell)

Board Education – 0-3: Prime Age to Engage – Dr. Kim Buryanek

Dr. Buryanek presented on the 0-3: Prime Age to Engage initiative. This project began with the Sioux City Community School District identifying that students entering 4-year-old preschool and kindergarten were not meeting benchmarks in literacy and were lower than the state and region. The proficiency levels were especially low for children in low income households, creating an achievement gap before children even started school. With 85% of a child’s brain developed by age 3, it became clear that reaching children between the ages of 0-3 was vital. This information was shared with the community and Comprehensive Strategy, Siouxland Community Foundation, Siouxland CARES and SHIP became crucial partners. The initiative was branded and began its work with five work groups meeting monthly to push awareness of the importance of early literacy and ultimately change behaviors in parents and caregivers that would result in more engagement with young children. All 5 of the workgroups have been meeting for the last two years, and have completed all of the action items on their workplans for both years. The results are: a higher level of awareness of the importance of early literacy and engagement with young children in the community; 11 bookshelves produced and placed in the waiting rooms of community agencies where children and families gather, where children can read books and take them home; 2 videos produced for partner agencies to

train staff to read to children and air in their lobbies; a mobile bookshelf that rolls out to community events from which children can take home free books; 12 medical providers giving free age-appropriate books and families during well-child checkups; brochures provided to every child care center and home in Siouxland area; LENA program used with families at two organizations and much more to come in the future! To get involved, community members can join a workgroup, sponsor a bookshelf, a Story Walk or fund bookmarks, posters, media campaigns or a LENA program, and participate in a book drive. SHIP is the fiscal agent of this project and any donations received are sent to SHIP.

1. Call to Order

Amy Bloch

2. Action Items

A. Consensus Agenda

Amy Bloch

- SHIP Board Minutes – 9/20/19
- SHIP Bank Activity – September 2019
- SHIP Consolidated Financials – August 2019
- Committee Reports:
 - DCAT Committee Minutes 10-2-19
 - Executive Committee Minutes 9-20-19
 - Personnel Committee Minutes 10-8-19

Karen Mackey motioned to accept the Consensus Agenda

Tom Bouska

2nd

Motion carried

Number of Present Voting SHIP Board Members Yes 14 No 0

B. FMLA Policy – Military Leave

Kelsey Keane

SHIP's policy on employees serving in the Military currently states that while on LOA/FMLA employees would use all vacation and PTO concurrently with FMLA. The question is do Military employees have to follow the policy set forth in the SHIP handbook. In following the 20 CFR §1002.153 we would be in compliance with the regulatory standards:

According to 20 CFR §1002.153

If employment is interrupted by a period of service in the uniformed services, is the employee permitted upon request to use accrued vacation, annual or similar leave with pay during the service? Can the employer require the employee to use accrued leave during a period of service?

(a) If employment is interrupted by a period of service, the employee must be permitted upon request to use any accrued vacation, annual, or similar leave with pay during the period of service, in order to continue his or her civilian pay. However, the employee is not entitled to use sick leave that accrued with the civilian employer during a period of service in the uniformed services, unless the employer allows employees to use sick leave for any reason, or allows other similarly situated employees on comparable furlough or leave of absence to use accrued paid sick leave. Sick leave is usually not comparable to annual or vacation leave; it is generally intended to provide income when the employee or a family member is ill and the employee is unable to work.

(b) The employer may not require the employee to use accrued vacation, annual, or similar leave during a period of service in the uniformed services.

CFR compliance is of the utmost importance when ensuring SHIP's compliance with regulatory standards. As a result, SHIP is updating the LOA and FMLA policies in the handbook to reflect the CFR standards language and application moving forward.

Tim Kacena motioned to accept the FMLA Policy – Military Leave
Karen Mackey 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 14 No 0

C. Beyond the Bell – Iowa 21st Century grant Jenna Andrews

IOWA 21st CENTURY GRANT APPLICATION 2019

Grant would provide the Beyond the Bell program at Irving Elementary and North Middle during the school year and would also provide slots for students during summer program.

BUDGET & BASIC INFO

\$300,000 a year for 3 years (\$150,000 max per site)

\$225,000 a year for an additional 2 year extension if approved by 21st Century

SHIP gets 5% administration per year, plus 4% employer of record fee for every employee.

Grant would begin Fall 2020, end with 2024-25 school year

COMMUNITY PARTNERS

- • Big Brothers Big Sisters of Siouxland
- • Girl Scouts
- • Sioux City Community School District
- • Sioux City Police Department
- • Tiger Rock
- • Siouxland Food Bank
- • Western Iowa Tech Community College
- • Woodbury County Extension

PROGRAM ENHANCEMENTS

- • Police officers visiting students at site once a month
- • Tutoring in small groups by grade level by certified teachers – interventions developed in collaboration with Irving principal
- • Club based programming based on student feedback at middle school
- • Enrichment field trips to Career Academy, Launchpad Children's Museum, Tiger Rock, and other experiences for students at Irving Elementary and North Middle.
- • Begin mobile food pantry at Irving once a month
- • Transportation home will be available
- • Help each school expand their caring closet

Erica DeLeon motioned to accept the Beyond the Bell – Iowa 21st Century grant
Tom Bouska 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 13 No 0

Dr. Paull Gausman - Abstain

3. Discussion Items

a) Lights on Afterschool

Jenna Andrews

play • learn • grow

Beyond THE BELL



YOU'RE INVITED TO A CELEBRATION!!



LIGHTS ON AFTERSCHOOL

A PROJECT OF THE AFTERSCHOOL ALLIANCE

Did you know: Since the year 2000, *Lights On Afterschool* has been celebrated nationwide to call attention to the importance of afterschool programs for America's children, families, and communities. 15.1 million children take care of themselves after the school day ends. Afterschool programs keep kids safe, help working families, and inspire learning. Join us, along with 7,500+ afterschool programs nationwide, in celebrating our afterschool programs.

When: SSC BTB sites – Wednesday, October 23rd- 4:00pm - 6:00pm

SC BTB sites -Thursday, October 24th – 4:00pm - 6:00pm

Where: Your child's BTB program

What: During afternoon pick up feel to explore your students Beyond the Bell program and see the importance of keeping the lights on after school!

Free snack, drinks, and books!

Like us on Facebook: Siouxland Beyond The Bell

b) Director's Report

Matt Ohman

Director's Report October 2019

SHIP presentations

Part of our strategic plan for this year (and one of my goals as Executive Director) is to increase community awareness about our organization and the programs and initiatives it is involved in. The SHIP power point I presented at the SHIP 101 session was taken to Growing Community Connections and the Optimists Club of South Sioux City in August, and this month I presented at the Children's Mental Health Initiative meeting on October 3rd and to Sioux City Growth Organization (SCGO) on October 9th. I have two more groups to present to before the end of the calendar year!

SHIP staff retreat

On the afternoon of October 4th, SHIP staff and employees at Beyond the Bell, BOOST and Sky Ranch had a staff retreat at Camp High Hopes. We enjoyed a lunch and a "organizational maze" as well as archery, fishing and the new giant swing. This was a great time for us to do some team building, enjoy some time together and celebrate our many successes. We plan on making this an annual event!



SHIP Board member lunches

Another of my goals is to get one-on-one time with each SHIP Board member before the end of the calendar year. Since the last Board meeting, I have met with Pastor Senstad, Representative Kacena and Mark Monson. If you have not had a lunch with me yet in 2019, please contact me and we'll get it scheduled in the next few months – this is an excellent opportunity for you as Board members to check in with me, give feedback, and ask questions.

Looking for America

On Sunday, September 29th I enjoyed the opportunity to be a facilitator for the “Looking for America” Siouxland” event at the Betty Strong Encounter Center. This event provided the opportunity for members of the community to come together to explore the concepts of immigration and American identity through art, civil discourse and the sharing of a meal. Each table included people from many different backgrounds, age groups and cultures. It was an opportunity to hear and listen to people’s stories that you may not hear otherwise – it was also an opportunity to discuss important issues and what it means to be an American in Siouxland. Many thanks to Erica for asking me to be a part of this event, and I look forward to potential future events.

0-3 Pizza Ranch fundraiser

On Tuesday, September 24th, many of us bussed tables at Pizza Ranch from 4:00 – closing. All of the tips left that evening went to the 0-3: Prime Age to Engage initiative. We raised \$207. Pictured (left to right): former SHIP Board member Jody Graham, Mia (my daughter), Dr. Buryanek, Nancy, Matt, Kerri & her son Devon. Not pictured: Kim & her granddaughter Averi, and Katy and three young volunteers from the Boys and Girls Club of Siouxland.



c) Sky Ranch Behavioral Services

Matt Ohman

The process has begun to incorporate Sky Ranch (SRBS) as its own 501c3 non-profit organization. This will enable the program to grow and expand, and become a provider of BHIS (Behavioral Health Intervention Services) and Substance Abuse services. Currently, SHIP contracts out with Family Solutions Services to provide BHIS supervision and do the billing to the insurance companies. By being its own entity, SRBS will be able to do these components in house. Matt has consulted with Sky Ranch Foundation and Juvenile Court Services, and they agreed to move forward with this process.

d) ECI – Association

Kerri Hall

The ECI Director presented the next steps of the Association for ECI Area Boards in detail to the SHIP's Executive committee and then provided a brief synopsis with a hand out detailing the Association's intention for the next year. Association Agenda Items were presented to the board for feedback regarding contributions and/or concerns.

e) Finance Report

Kelsey Keane

Finance Update

BOOST: We received official notification from the Department of Labor that our budget modification was approved. This modification better aligns with our approved statement of work along with the following items:

- Staff salary and fringe benefits adjustments
- Subcontractors – program management, grant data coordinator, and occupational training
- Administrative indirect costs

Sky Ranch: In recent weeks, we re-evaluated the entire Sky Ranch budget, line by line. This extensive analysis included a review of each employee and contractor service to be rendered. Numerous other considerations were made as well for staffing and contractual service obligations. A low revenue estimate was made to provide a ‘worst-case scenario’ outcome for the fiscal year to the Sky Ranch Foundation. We are striving for better results; however, the continued struggle with the Iowa MCOs makes true financial forecasting difficult.

OVW Grant: We have entered the final fiscal year of the OVW grant through the Department of Justice. After a slow programmatic start to the grant, efforts have picked up with our subcontractors. However, several budget line items continue to be underspent. We recognize a budget modification will be needed during the first quarter of the 2020 calendar year. Furthermore, it is the intention of the community collaboration to seek additional funding for our efforts when a new RFP is released at the beginning of the next calendar year.

21st Century Nebraska 3-Year Monitoring Visit: Thursday, October 17th, the State of Nebraska Department of Education visited our South Sioux City Beyond the Bell program for the Year 3 monitoring visit. Jan Handa, the Statewide Coordinator, implemented a brand-new site review rubric during her visit to Cardinal and Harney Elementary. Throughout the detailed review, our program was commended for our policies, procedures, and practices. There are components of the grant that have been reassessed since writing the application several years ago. Positive changes have been made to the program and we have strategies to continue to strengthen our collaboration with the South Sioux City Schools. As funding will be reduced in Year 4 & 5 of the 21st Century grant, we are developing a strategic ask of community partners and other organizations to provide funding for scholarships.

f) United Way drive

Nancy Keairns

Was Thursday, August 15, 2019

At [CNOS Fieldhouse United Sports Academy North Sioux City](#)

Along with employee’s donations, we had a friendly competition called Pocket Change in which Sky Ranch, BOOST, BTB and SHIP were given jars for their office to put loose change in. The agency that had the most coin donated by October 18th won a Pizza Party. We send our congratulations to BOOST for being the winning agency.

On October 31st at the BTB office a drawing for prizes will be held for employees that have participated in the 2020 United Way Campaign.

g) Memorial March 2019

Erin Binneboese

SHIP will again participate in the annual Memorial March to Honor Lost Children. This year’s event will be the first one without its leader, Frank LaMere. SHIP encourages its Board members to attend any part of this year’s activities. This event is free.

A schedule of events is available on the Briar Cliff website:
<https://www.briarcliff.edu/march-to-honor-lost-children/>

Who are the 'Lost Children?'

Each year, in the days before Thanksgiving, hundreds of mourners and protestors gather for the Memorial March to Honor Lost Children memorializing Native American children who have been taken from their families and communities and placed in the country's child-welfare system.

About the March to Honor Lost Children

The 17th annual March to Honor Lost Children will [take place in downtown Sioux City, Iowa](#), on the morning of Wednesday, Nov. 27. The goal of the march is to raise awareness and ultimately reunite displaced Native American children with their home tribes and families.

Educational Workshop Conference

Attend a group of workshops Nov. 25 & 26 on the campus of Briar Cliff University, and you'll hear from Native American activists and examine the legal and social challenges facing today's Native American children in our country.

Social work Continuing Education Units (CEU) and Continuing Legal Education (CLE) are available for select workshops.

4. Future Agenda Items

To be determined

5. Communications and Other Audiences

a) OVW Collaborative Group

Erin Binneboese

SHIP is the recipient and administrator of a grant from Department of Justice, Office on Violence Against Women. The grant collaborative includes SHIP, Iowa Legal Aid, Council on Sexual Assault and Domestic Violence (CSADV), 3rd Judicial District Court and Woodbury County Attorney's Office. This grant ensures that victims that come to the court house to file legal papers eg. protection orders, are referred to counseling and other services offered by CSADV as well as Iowa Legal Aid.

b) November Board meeting in Ida County

Matt Ohman

The November 15th Board meeting will be held at Horn Memorial Hospital in Ida Grove. (701 E 2nd Street, Ida Grove, IA 51445). SHIP always has at least one Board meeting annually in Ida Grove, since our Board governs Ida County's Early Childhood Iowa funds. Board members are welcome to carpool with SHIP staff – we will be leaving a little after 10 on the 15th from the Northwest AEA parking lot.

c) Source for Siouxland

Matt Ohman

Comprehensive Strategy has re-branded itself as Source for Siouxland, along with a new logo. Matt, JoAnn and Erica have been involved in the community planning efforts of this group over the last year. Source for Siouxland will be invited to a future Board meeting to present on its new purpose.

6. Adjournment

Upcoming SHIP Board meetings:

Friday, November 15, 2019

NO EXECUTIVE COMMITTEE MEETING

Board of Directors 12:00 PM – 1:30 PM – Horn Memorial Hospital, Ida Grove (Conference Room)

Friday, December 20, 2019

Executive Committee Meeting 11:00 – 12:00 – Room F at Northwest AEA

Board of Directors 12:00 PM – 1:30 PM – Board Room (G) at Northwest AEA