



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

June 15, 2018

“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, Tom Bouska, George Boykins, Erica DeLeon, Charlotte Gorter, Jeff Hackett, Mark Monson, Pat Penning, Keith Radig, Pastor Russell Senstad Barb Small, Pastor Neil Wehmas

Phone: Amy Bloch, Sally Hartley

Absent: Patti Andrews, Brenna Franken, Dr. Paul Gausman, Jim Gobell, Chris Hall, Gary Niles, Denise Winter

Staff: Matt Ohman, Kelsey Schomaker, Erin Binneboese, Nancy Keairns, Kerri Hall, JoAnn Gieselman, Kim Jenkins

Absent: Cheryl Engle

Guests: Abby Kempema- BTB

1. Call to Order

Barb Small

Matt presented a certificate to exiting Board members, George Boykin, Pat Penning and Chris Hall, for their many years of service on the SHIP Board.

2. Action Items

A. Consensus Agenda

Barb Small

- SHIP Board Minutes – 5-18-18
- Committee Reports:
 - Exec Board Minutes – 5-18-18
 - SHIP – Book of Business
 - SHIP – DCAT Recordkeeper Book of Business

At Large – Tom Bouska – remaining in the role

At Large – Gary Niles – remaining in the role

At Large – Barb Small – New Appointment – As former Board Chair, Barb would remain at large on Executive Committee for one year

Keith Radig motioned to accept the SHIP Board new Officers

George Boykin 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 13 No 0

D. Beyond the Bell – funding request for 2018-19 budget Matt Ohman

Beyond the Bell Hunt, Loess Hills and Sacred Heart funding proposal 2018-19

Beyond the Bell’s application for a new Iowa 21st Century Community Learning Centers grant at Hunt, Loess Hills and Sacred Heart was not funded. This will have an impact on free and reduced lunch families with children attending those sites in summer 2018 and for the 2018-19 school year.

Beyond the Bell would like to re-invest funding from grant fee pools to help maintain access to the program for low income families or students in academic need:

- \$60,536.71 moved from Fee Pool 4 (Bryant, Hunt, Spalding Park) to provide program at Hunt. This will leave a \$0 balance in this fee pool. Sioux City Community School District will provide \$48,000 in Title funds for scholarships at Hunt to fully fund that site at \$188,536.71. Any of this funding not utilized during the Summer 2018 and School Year 2018-19 will be carried over to the next school year (School District funds will be utilized first)
 - \$20,680 from Fee Pool 5 (Loess Hills, Sacred Heart, Unity) for Summer 2018 for 22 slots for students from Sacred Heart
 - \$30,000 from Fee Pool 5 for Unity scholarships for free and reduced students 2018-19 (sliding fee scale price of \$45 a week, full rate is \$70)
 - \$40,000 from Fee Pool 5 for Loess Hills scholarships for free and reduced 2018-19 (sliding fee scale price of \$45 a week, full rate is \$70)
 - \$30,000 from Fee Pool 5 for Sacred Heart scholarships for free and reduced students 2018-19 (sliding fee scale price of \$45 a week, full rate is \$70)
- \$181,216.71 total

Current balance in Fee Pool 5 (Loess Hills, Sacred Heart, Unity) - which becomes unrestricted June 30, 2018 – is \$274,222.60. After this action by the Board, there will be a balance of \$153,542.60

SHIP Exec Committee motioned to accept the funding proposal.

Mark Monson 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 13 No 0

E. Beyond the Bell 2018-19 Budget

Kelsey Schomaker

Kelsey presented the Board with an estimated Beyond the Bell budget for all sites for 2018-19 school year.

SHIP Exec Committee motioned to accept the BTB 2018-19 Budget.

Mark Monson 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 13 No 0

Charlotte Gorter (left 12:41pm)

F. DCAT Recommendations

Erin Binneboese

Funds Transfer Memo

TO: Vicky Wiedemeier
Department of Human Services
Hoover Building, 1st Floor SW
1305 East Walnut
Des Moines, IA 50319-0114

FROM: Gary Niles, Chief Juvenile Court Officer 3rd Judicial District of Iowa

SUBJ: Transfer of Juvenile Court Services Funds to the Woodbury Decat Project

This memo is intended to transfer **\$140,000.00** in funding from the following JCS funding streams to the Woodbury Decat Project, subject to acceptance by the Woodbury Decat project governance board of any special conditions/limitations outlined below.

\$ 125,000.00 from School Based Supervision
(F0S3 SFY18 State funds)

\$ 15,000.00 from Court Ordered Services (FJ00 SFY18
State funds)

Total Transfer Amount = **\$140,000.00**

Special Conditions/Limitations:

To be used to fund Juvenile Court Services DCAT Contracts for SFY19.

George Boykin motioned to accept the Funds Transfer Memo

Keith Radig 2nd Motion carried

Number of Present Voting SHIP Board Members Yes 12 No 0

3. Discussion Item

- a) 21st Century – mandatory changes to parent fees Matt Ohman
 Matt along with Abby with BTB discussed the parent fee changes to include helping to sign up those who qualify for DHS funding and add a sliding scale fee for parents.

- b) Siouxland Street Project-meeting with Indian Health Services Matt/Erin/Kim
Indian Health Services met with representatives from Four Directions, the Sioux City Police Chief, Woodbury County Sheriff, Woodbury Board of Supervisors, Sioux City Council, Siouxland Chamber, Jackson Recovery, Mercy Medical, Unity Point, Siouxland Community Health Center to discuss the need for a detox and halfway house in Sioux City. It was noted that Sioux City once had a Native funded detox center, but it had lost its funding. Those funds have since been distributed to other locations and no other funding from IHS is available. Ninety percent of IHS funding is directed to Tribes. Jeff Hackett mentioned that Siouxland Community Health is interested in a detox center and can possibly braid some funding sources. More details about the IHS visit to Sioux City will be discussed at the next Siouxland Street Project meeting at the Sioux City Public Museum on Tuesday, June 19th at 9 AM.

- c) Director's Report

Matt Ohman

**Director's Report
June 2018**

Early Childhood Business Collaboration

On June 11th and 12th, Kerri and I were involved in 3 meetings we planned with partners at United Way of Siouxland, Mid-Sioux Opportunity Child Care Resource & Referral, Early Childhood Iowa and the Iowa Women's Foundation. We held a lunch and learn for Siouxland business leaders to become educated about the current child care crisis in Woodbury County and in Siouxland, with very specific "asks" and next steps relating to better serving area employees' child care needs. On Monday night Woodbury providers met for a similar discussion, and then we held another lunch and learn in Ida County on June 12th. All 3 meetings were productive. I'm meeting with representatives from Tyson and South Sioux City next week and Ida County has several work groups that will start meeting and putting ideas into action steps. Dawn Wiand from Iowa Women's Foundation and Heather Hennings of United Way will continue to be supportive of our work moving forward.

One Siouxland

On June 7th, I attended a press release and meeting for the One Siouxland initiative at the Betty Strong Encounter Center. One Siouxland has received a grant from Tyson to make Siouxland a more welcoming community. This will be accomplished through community collective impact. I am serving on the steering committee for this initiative – SHIP's piece is the educational "pillar" of One Siouxland's model.

0-3: Prime Age to Engage

This initiative continues to move full-steam ahead! The committee I am overseeing is working with six agencies that children and family frequent – and helping them to develop literacy-rich environments via trained staff and 0-3 Libraries of age-appropriate books. D2 Worldwide is a business partner that has come onboard this project and, through their Books for Budding Brains collection program, will provide the initial books for all six libraries. The Homebuilder's Association will be building the branded bookshelves that will be placed in all of the locations, and the Sioux City Community School District has recorded a training video that will be distributed to staff at the locations. We hope to have these libraries fully established by October 31st.

Kelsey presented her first finance report to the Board, which is represented in the handout below:

Continued Momentum at Beyond the Bell

June marks yet another busy month for Beyond the Bell. Although the school year has ended, our summer programming is in full swing. While we are between school years, we are striving to clean up numerous areas. First, we are conducting an inventory of all Beyond the Bell supplies next week. We hope to obtain an accurate listing of all electronics, program supplies, and large items since all locations have returned materials back to the Beyond the Bell administrative location. Along with this review, we will be disposing and retiring assets off our inventory/fixed assets listing.

Additional cleanup is going to occur next week within our Cayen student account system. We are reviewing all accounts to determine accurate balances and take the necessary steps to roll accounts forward for the next school year. This process may include additional billing to parents, accounts turned over to collections, waiving fees on grant accounts, and general account writeoffs to bad debt. Through this analysis, I am going to determine a monthly bad debt allowance to write off to an allowance for doubtful accounts. We will make a monthly accrual entry starting in the next fiscal year to prevent our programming from taking a year-end hit.

Submitted this week was our 21st Century South Sioux City grant re-application of funds. We identified areas of change from the prior year of programming. The funds budgeted from the 21st Century grant will mainly be devoted to the salaries and associated benefits of our Director of Elementary Programming, On-Site Managers, and Youth Coordinators. Prior year funding covered the itemized salaries for an Academic Coordinator and Positive Behavior Specialist, both of which were unfilled during the covered grant period. Due to coverage provided by the school district and our Director of Elementary Programming, we feel confident that by increasing the director's role and salary allocation to the grant, similar education and program coordination will still occur.

We officially ceased accepting paper, hand-written timesheets from Beyond the Bell staff. All timeclock punches are occurring electronically, thus reducing the potential for miscalculations and other errors. The new process includes one timecard exception report per employee for each pay period should they need to record any missed punches or other timecard adjustments. We are stressing the importance to staff of taking ownership of their time and resulting pay.

Consolidated Financial Statements

I built consolidated financial statements for an overall picture of SHIP monthly and yearly operations as of April 30, 2018. The financial statements represent a snapshot of business operations versus budget figures for month-to-date and year-to-date analysis. In addition, prior year month-to-date and year-to-date figures have been included to compare business operations with previous fiscal periods.

Other Financial Considerations

Iowa College Aid Grant Application – We completed and submitted a budget and narrative for a FY19 grant to continue the Sioux City College Access Network program. Funds of \$40,000 are available for a six-month period.

IDPH conducted an on-site review on May 23rd for the MIECHV Grant. The review included purchasing/inventory controls, fiscal policies, fiscal controls, time records, expenditures, and additional documentation. No findings were noted for this reporting period.

e) MIECHV report

Kerri Hall

Kerri presented an update on the MIECHV (Maternal Infant Early Childhood Home Visitation Program) to the Board. This is the same report that was given to the Board of Health earlier in the month:

Program Project Report 6/6/2018

Program Administrator: SHIP

Program Providers: Community Action Agency of Siouxland, Crittenton Center, Lutheran Services In

Iowa, Siouxland District Health Department

Contract: Federal funder to IDPH is HRSA (Health Resource Services Administration) – our contract is

with IDPH and our current contract is on the federal fiscal year – October 1, 2017 – September 30,

2018

Funding per year: \$587,000

Community Quality Improvement Project: \$20,000

Funds expended (Years 1 – 6, through February 2018): \$2,906,802.88

Families expected to be served per year: 108

Families served (through February 2018): 114 families (27 enrolled prenatally)

Full time staff funded: 7

Part-time staff funded: 10

MIECHV FY18 Semi Annual Progress Report – due April 25th, 2018

1. Please provide a written update on your mini CQI Innovation Project(s):

Background Information:

Poor housing quality is one of the strongest predictor of emotional and behavioral problems and poor academic performance. Housing in Woodbury County is subpar for many families, especially in the rental markets. Housing stock is older, especially in rural areas and in neighborhood pockets in Woodbury County towns and cities. A tight housing environment for both single family dwellings and multi-family units exists. With record unemployment and new job opportunities occurring, families face challenges in finding quality, affordable housing.

Research over the years has demonstrated the link between health directly and indirectly related to the physical and psychological well-being of individuals living in a home. The World Health Organization noted numerous housing risk factors dating back to research done in the early 2000's. Young children are especially at risk as they spend 80 – 90% of their time indoors. According to the National Center for Healthy Housing, a healthy home is designed, constructed, maintained, and rehabilitated in a manner that is conducive to good occupant health.

The Healthy Homes concept uses a holistic approach and is important for everyone regardless of age or if you own or rent housing. Healthy Homes principles start with people living in each home environment. The principles are interwoven and link structural issues such as moisture problems that can lead to structural damage allowing pests, rodents, and mold growth. Young children living in these types of environments can be exposed to pests, rodents, feces in addition to chemicals and poisons used to combat these problems. Chemicals and poisons pose a risk for contamination of food. All of these factors can create an environment that leads to early asthma development in young children.

There are Seven Principles of a Healthy Home. The people living in each environment are the focus of assessments and education. Both must target the individual human behaviors and be sustainable for those living in the home.

The Seven Principles of a Healthy Home are:

1. Keep It Dry – Moisture in homes has been linked to a wide range of health problems, from respiratory problems to lead poisoning, from accidental injury to asthma. Moisture creates an environment that supports mites, rodents, molds and roaches, all of which are associated with asthma.
2. Keep It Clean – A clean home helps ensure that people aren't exposed to contaminants and chemicals. It helps limit pest's availability for food, water and a place to live. It is important to reduce exposure to chemical contaminants, allergens, pest droppings and urine, pesticides, and heavy metal exposures. To support keeping the home environment clean it is important to keep dust away from children and to have surfaces that are smooth and easy to clean. Effective storage helps to reduce clutter, aiding in cleaning. Using a good quality vacuum (good beater bar, good vacuum strength, HEPA Air filter, and dirt sensor) that has good filtration and is easy to empty helps support clean living environment.

3. Keep It Ventilated – Studies have shown that respiratory health is related to access to fresh air, increasing a home’s fresh air supply reduces moisture, improves air quality, and increases respiratory health for everyone.
4. Keep it Pest-Free – Studies show that there is a causal relationship between mice and cockroach exposure and asthma episodes in children with asthma. Integrated pest management strategies that address the issue of pests holistically, without using toxic pesticides is important to protect those living in the environment being treated. Simple things such as reducing food availability (practice proper food storage and disposal/no dirty dishes left in sink/counter over night; and clean crumbs, grease, etc.) and knocking down populations (traps and appropriate pesticides) make a big difference.
5. Keep It Safe – Most childhood injuries occur at home. Falls, poisoning, and burns are the three most common residential injuries for children. Common housing safety issues that need immediate attention include holes in floors, loose steps in stairways, lighting that doesn’t work and electrical wiring problems.
6. Keep It Contaminant-Free – Homes have many potential contaminant risks including lead, radon, pesticides, volatile organic compounds, tobacco smoke, carbon monoxide, and asbestos. Children are more likely to be exposed to lead, radon, asbestos, tobacco smoke and toxicants in higher concentration in the home than outside of the home. Educating parents about the hazards of lead-based paint (peeling/chipping paint; dust; soil; drinking water; pottery; cribs; jewelry; candle wicks; cultural items; and contaminated sites) that can impact children’s learning, cause learning disabilities and delays along with reduced attention spans and behavioral problems. Educating smokers in the household about the impact smoking can have on infants and young children in relationship to future cancer and heart disease risk, asthma, bronchitis, pneumonia, ear infections and increased risk for SIDS.
7. Keep It Maintained – Neglected homes are more at risk for moisture, pest, lead paint and accidental injury than homes that are properly maintained.

Addressing home environmental hazards must be part of comprehensive strategy to promote children’s health, wellbeing, and academic success. Woodbury County MIECHV grantees will partner with the Siouxland Healthy Home Coalition to educate home visitors about healthy homes concepts and best practices according to research. A standardized curriculum for use by home visitors to include a brief family home assessment will be developed. Learning models developed will be used by home visitors with special emphasis on problems identified in the assessment. A pre-test knowledge assessment given to the primary care giver will be developed along with a corresponding post-test. MIECHV families who are engaged in service delivery be offered the opportunity to receive a HEPA filtered vacuum. Home visitors will deliver curriculum components over the year. They will also assess for the presence of the vacuum cleaner and ask if it is being used, how often, etc.

Outcomes:

Program evaluation efforts will center around:

- Training of MIECHV home visitor staff. Target = 100%
- Administration of a pre-test survey with items gauged to determine baseline understanding of parent’s knowledge about core healthy homes principles. Target 100% of participating families.
- Delivery of established curriculum. Target = 100% of participating families.

- Provide a HEPA filter vacuum to MIECHV families. Target = 108 families.
 - Administration of a post-test survey to parents at the end of service or end of grant year. Target = 75% increase in knowledge learned from pre-test to post-test.
 - Number of families that have been provided pre-tests and supplies to date: LSI – 23/28 (2 families on Creative Outreach, 3 which we have visits set up for before April 30) – SDHD - 20/28 with 5 visits set up before April 30, 8/24 families – anticipating that everything will be given out by then end of the month, and Crittenton Center - 26/30 vacuums distributed.
 - Curriculum is provided in English and Spanish versions.
 - Pretests include a series of 5 basic questions assessing current practices of household cleanliness. Pretests are provided on the 1st visit.
 - The seven principles of a healthy home are covered through two separate visits. The curriculum is spiral bound and printed in color with descriptive pictures. A reference page is also included.
 - Shark Rotator Vacuums were purchased at a discounted rate through Sam’s Club and stored free of charge. Staff pick up vacuums as needed. Invoices are provided and kept in a central location. Staff bring out the vacuums to families and demonstrations are provided on how to use the vacuum and other ways of using (i.e. vacuuming mattresses, window seals, etc.).
 - A mop bucket with towel, spray bottle, measuring cup, and vinegar is also given to each family. Some programs have included a description of ways to clean with vinegar with the mop buckets. These buckets are given to families in conjunction with the curriculum (i.e. “keep it clean”).
 - Posttests will be given by June 2018. Posttests include a series of 5 questions, all of which are the exact same as the pretest except for the last question that asks if the family still has the cleaning supplies that were given to them.
 - We plan to wrap up the project by July 31, 2018 and will assess outcomes prior to the end of the fiscal year.
2. Does your MIECHV program have any unmet needs and if so, please describe:
The Coordinated intake position is still open as the offer has not closed yet.
3. Please share at least one successful MIECHV family story:

LSI Success Story 2018

Leah and Marcos, parents’ to 2-year-old son Ben, enrolled in the HOPES program when Leah was 4 months pregnant. At the time of enrollment, Leah and Marcos were struggling with finances and with finding affordable housing. Leah and Marcos have resided together in the same apartment since 2015 but have been unhappy with the cost and lack of space for their growing family. Leah and Marcos have both consistently held full-time jobs and Marcos holds health insurance on Ben and Tanner. Ben is now 5 years old and in Head Start and their youngest son Tanner is 2 years old and in daycare. Tanner is an energetic and happy little boy and is developing on track for his age. Together with the support of Leah and Marcos’ Family Support Worker, Leah and Marco developed a short-term goal of weekly budgeting with an ultimate goal of purchasing a home. Leah and Marcos’ Family Support Worker provided curriculum on budgeting and provided information on utilizing a savings account to save up for their first home. Leah and Marcos’ Family Support Worker provided referrals on realtors and local lending providers. In January 2018, Leah and Marcos were able to purchase their first home together. Leah and Marcos have attributed the

support and information given by their Family Support Worker as key to now owning their own home.

4. Future Agenda Items

5. Communications and Other Audiences

- Siouxland Street Project Community Meeting 6-19-18

6. Adjournment

**Next SHIP board meeting is:
12:00pm, Friday, August 17, 2018– Northwest AEA**