

Kids First Communities Board Meeting
Hybrid Meeting
In-Person Meeting: Afton Methodist Church
Electronic Meeting: VIA Zoom
July 17, 2026 • 5:00 PM

Mary DeLong, Quad Counties Board Chair called the board meeting to order at 5:02 PM with a declaration of a quorum.

Board Members Present:

Mary DeLong (Human Services/Clarke); Jen Frederick (Health/Union); Athena Porter (Consumer Parent/Decatur); Marvin McCann (Elected Official/Clarke); Kathy Lerma (Citizen/Decatur); Al Rusk (Faith/Ringgold); Sandra Donaldson (Citizen/Taylor)

Board Members Absent: Angie Mullen (Education/Adams); Linda Prunty (Business/Wayne)

Director Present: Jenny Robinson

Guests: Kristie Nixon, SWCC PAT; Jen Mitchell, SCICAP Headstart

Agenda Review

No additions or corrections to agenda.

Motion to approve agenda: Kathy Lerma

Second: Jen Frederick

Action: All ayes motion carried unanimously.

Agency Updates:

Kristie Nixon with SWCC PAT serving Union, Adams, Taylor and Union Counties updated the board on a Parent Educator opening that will serve Union and Adams counties that a BS/BA degree required. Also, will be coordinating a Spring ECE Conference for child care providers.

Jen Mitchell with SCICAP Headstart updated the board on their mini grant that they received to purchase STEM materials for the Headstart Preschool programs.

Past Meeting Minutes Review

After reviewing minutes from the 6/25/2026 Quad Counties 4 Kids Board Meeting, 6/25/2026 KFC Board Meeting, and 6/25/2026 New Kids First Communities Board Meeting motion to approve meeting minutes as presented.

Motion to approve: Kathy Lerma

Second: Jen Frederick

Action: All ayes motion carried unanimously.

Reports:

Financial Reports

- **FY2026 Financial Reports**

- FY2026 Quad Counties 4 Kids Financial Report and Ledger distributed for review.
Funds Spent YTD: \$314,629.69 or 84.34% YTD, with a carry over balance of \$58,431.51 or 19.3%.
- FY2026 KFC Financial Report and Ledger distributed for review.
Funds Spent YTD: \$384,567.35 or 86% YTD, with a carry over balance of \$62,590.31 or 17%.

After reviewing the FY2026 Quad Counties and KFC Financial Reports and Ledgers, a motion was made to approve the FY2026 Financial Reports and claims as presented.

Motion to approve: Kathy Lerma

Second: Al Rusk

Action: All ayes motion carried unanimously

- **FY2027 Financial Reports**

- FY2027 Financial Review will be tabled until next board meeting motion was made by Kathy Lerma and seconded by Jen Frederick, which passed unanimously.

Director Report

Copies of the Director report was distributed for Board member review and discussion. Meetings attended since our last meeting were recapped in the report. The following items were highlighted:

- **FY2027 New ECI Requirements for 1st Quarter payment in Iowa Grants**
 - All required documents have been completed, after approval from the board today. The board will be granted a waiver for the Community Plan requirement and will be participating in a work group.
- **State Mileage Reimbursement Rate Change to \$.725 per Iowa Code 8A.363) – Effective July 1, 2026.**
 - Programs will be reimbursed based on their RFP and budget that was approved for FY2027.
- **Program End of Year Reports Due**
 - Qualtrics, New Performance Data System, due August 31, 2026
 - Iowa Grants Annual Report and Financial Statement, due Sept 15, 2026
- **Board Future Projects include:**
 - Creating a Board Orientation; Partnering with CCRR to stay connected to Child Care providers; IECMHC rollout to funded programs in Clarke, Decatur, and Wayne counties; Community Plan ECI Workgroup; Recruiting for Board Members; Connect to FCS/HS classes/Marketing; Community Events.
- **Upcoming Events:**
 - Back to School Nights.

New Business

- **FY2027 Kids First Communities Policy/Procedure and ByLaw Review**
 - A new combined Policy and Procedure Manual was created and reviewed by the review committee and presented to the board for approval. Discussion on creating a policy schedule to review throughout the year. Any board member that would like a printed copy will contact Director to have it printed, if not all will have it electronically. After reviewing the FY2027 Kids First Communities Policy and Procedure Manual, a motion was made to approve as presented.
Motion to approve agenda: Kathy Lerma
Second: Jen Frederick
Action: All ayes motion carried unanimously.
 - FY2027 ByLaws for the new Kids First Communities board was distributed to the board for review. After review of the new Kids First Communities ByLaws, a motion was made to approve as presented.
Motion to approve agenda: Kathy Lerma
Second: Jen Frederick
Action: All ayes motion carried unanimously.
- **FY2027 Kids First Communities Contract Monitoring Schedule**

FY2027 Contract Monitoring Schedule was presented to the board for review. After reviewing the FY2027 Contract Monitoring Schedule, a motion was made to approve as presented.

Motion to approve: Al Rusk
Second: Marvin McCann
Action: All ayes motion carried unanimously.
- **FY2027 Kids First Communities ECI Board Matrix/Board Contact Sheet**

FY2027 KFC Board Matrix and Contact Sheet were presented to the board for review. After reviewing the FY2027 Board Matrix and Contact Sheet information, a motion was made to approve as presented.

Motion to approve: Kathy Lerma
Second: Athena Porter
Action: All ayes motion carried unanimously.

- **FY2027 Kids First Communities Preschool Scholarship Application**

FY2027 KFC Preschool Scholarship Application presented to the board for review. Programs that have been approved funding will coordinate and use an application that aligns to their RFP. After reviewing the FY2027 KFC Preschool Scholarship Application, a motion was made to approve as presented.

Motion to approve: Al Rusk

Second: Jen Frederick

Action: All ayes motion carried unanimously.

- **FY2027 Kids First Communities Quality Improvement Application**

FY2027 KFC Quality Improvement Application presented to the board for review. After reviewing the FY2027 KFC Quality Improvement Application, a motion was made to approve as presented.

Motion to approve: Kathy Lerma

Second: Marvin McCann

Action: All ayes motion carried unanimously.

- **FY2027 Program Contract Updates**

FY2027 State Contract has been signed and uploaded into the Iowa Grants. All FY2027 Program Contracts have been signed and uploaded into Iowa Grants system.

Old Business:

- None

Board Development

- Board Member review includes recruiting for Adams and Union counties.

Meeting dates

Next Meeting: Thursday, August 27 at 5:00 PM

Adjournment:

Upon motion by Kathy Lerma, seconded by Athena Porter, followed by unanimous vote, the meeting adjourned at 5:38 PM.

Submitted Jenny Robinson, KFC Director

Recorded by Kathy Lerma, KFC Board Member