



EXECUTIVE COMMITTEE

LINKING FAMILIES AND COMMUNITIES (Early Childhood Iowa Area) Executive Committee met on Tuesday, December 3, 2025, at 11:00 a.m. at Linking Families and Communities conference room at 822 Central Avenue, Suite 300, Fort Dodge.

Members present:

Clarence Siepker
Nick Thackery

Bob Thode

Members absent:

None

Community Members Present

Elizabeth Stanek

The meeting was called to order by Chair, Clarence Siepker at 11:00 a.m. Quorum was met.

Approval of Agenda

Mr. Siepker asked if there were any changes to the agenda. No changes were required.

MOTION: Mr. Thackery made the motion to approve the agenda as printed.

SECOND: Mr. Thode

Discussion: None

ACTION: Motion passed unanimously.

Budget Update

Ms. Stanek reviewed the current ECI budget, highlighting the board's recent decisions to allocate funds for the sleep sack project at local hospitals, literacy initiatives through local libraries, and child care quality improvement grants. She also provided an overview of projected spending by program.

Proposal Review and Recommendations for the Board

Ms. Stanek reviewed the request from Calhoun County Public Health and proposals received to solicitations for literacy and quality improvement grants.

The Family Foundations program had been a Parents as Teachers (PAT) affiliate that included Calhoun County Public Health, Pocahontas County Public Health, and the



Webster County Health Department (WCHD) under a single affiliation plan, with WCHD serving as the lead agency. After WCHD was not selected by the Iowa Department of Health and Human Services for MIECHV funding, it discontinued home visitation services, leaving Calhoun and Pocahontas counties without the required PAT affiliation.

LFC requires the Family Foundations program in both counties to maintain a national PAT affiliation to meet the requirements of both ECI and the ICAPP (Iowa Child Abuse Prevention Program) grant, which funds the services. The new affiliate fee was an unanticipated expense for the program, which prompted the request.

MOTION: Mr. Thode made the motion to recommend that the board increase the Family Foundations contract with Calhoun County Public Health to cover the Parents As Teachers affiliation fee for a new program (\$4,775).

SECOND: Mr. Siepker

Discussion: None

ACTION: Motion passed unanimously.

Committee members reviewed the proposals submitted by area public libraries for early literacy activities. Committee members held a discussion.

MOTION: Mr. Thode made the motion to recommend that the board approve and contract with each library for books, supplies, materials only that submitted a proposal.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.

Committee members reviewed proposals for quality improvement grants that were received. The committee held discussion on how to move forward with the proposals that were received from both licensed centers and in-home providers.

MOTION: Mr. Thacker made the motion to table making a recommendation to the board.

SECOND: Mr. Bob

Discussion: Committee members requested that proposals and scoring sheets be provided to the board members at the next meeting so that board members can score each of the proposals. Due dates back from board members should be set on Jan. 15th, 2026.

ACTION: Motion passed unanimously.



Bylaws

Ms. Stanek provided a copy of the bylaws and noted that no changes are needed at this time. She reported that adding a child care center under the organization may require bylaw revisions, depending on how the board wishes to structure oversight of the center. No changes were suggested by the committee.

Child Care Projects

Ms. Stanek reviewed the SEEDS project and the budget from Downing Construction. She provided the revised budget received earlier in the day, noting that while the total project cost had not changed, a portion of the contingency funds will be needed for additional concrete work.

She reported that asbestos was found in the building and required remediation prior to repairing the CMU walls and replacing the roof. Ms. Stanek stated that she believed the board had approved addressing these items at the last board meeting, and committee members agreed.

Downing Construction requested that an email be sent authorizing them to proceed with the asbestos remediation and roof work, as a 10-day notice to the Department of Natural Resources is required before asbestos work can begin. Once approved, the work may proceed.

MOTION: Mr. Thode made the motion to approve asbestos abatement, per the most recent board action, and to provide Downing with approval to proceed.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.

Ms. Stanek reported that her next priority is addressing project cash flow and that she will be contacting the state to determine grant reimbursement timeframes. Committee members asked whether fundraising efforts had resumed. Ms. Stanek noted that she has not yet begun fundraising but intends to and requested assistance from members in setting up meetings and making connections.

The committee reviewed operational information provided by the Community Early Childhood Board. Members expressed interest in supporting management oversight but felt that, with the SEED project underway, this may not be the ideal time. Members requested a copy of the organization's bylaws. Ms. Stanek has a meeting scheduled for Friday, and Mr. Thackery indicated he may attend.



Adjournment

Mr. Siepker called for a motion to adjourn

MOTION: Mr. Thode made the motion to adjourn the meeting.

SECOND: Mr. Thackery

Discussion: None

ACTION: Motion passed unanimously.

Meeting adjourned at 12:02 p.m.

Respectfully Submitted By: Elizabeth Stanek

NEXT MEETING:

Jan/Feb 2025