

Promise Partners, Pottawattamie County's Alliance for Youth
 Planning Committee Meeting
 November 18, 2011

Attendees: Cindy Goodin-Youth Emergency Services (YES), Joni Griffin-Bridge Builders, Carol Johnson-Green Hills AEA, Jeanette Linnenburger-CCR&R, Heather Loutzenhiser-Promise Partners, Steve McPhillips-Kanesville Alternative Learning Center, Patricia Russmann-Promise Partners, Cathy Ryba-Green Hills AEA, Barbara Sanford-FAMILY, Inc., Emily Schroeder-FAMILY, Inc., Judy Showers-Promise Partners, Jessica Simons-Promise Partners, Michala Wilson-FAMILY, Inc., Sarah Zach-FAMILY, Inc., Deb Zebill-Green Hills AEA

Introductions & Announcements:

The meeting was called to order by Patricia Russmann at 9:05 AM.

Patricia shared this is Carol Johnson's last meeting as a Green Hills AEA affiliate. Please join Carol for a retirement/birthday reception at Riverside Grill on December 19, 2011 from 3:30PM-7:30PM.

Year End Program Reports:

Early Access Service Coordination/Green Hills AEA

Cathy Ryba shared the following: Promise Partners partially funded 2 service coordinator positions to help families meet early intervention needs birth to age 3.

Scorecard information:

<u>Category</u>	<u>Prior Period</u>	<u>1st Quarter FY12</u>
Funds expended	\$58,650.00	\$8,429.06
# of children participating	73	56
# of families participating	73	51
# of home visits completed	492	96
# of parent education meetings offered	8	0
Newly enrolled families meeting FS eligibility	N/A	27
% of children screened for developmental delays	100%	100%
% of children screened who were referred	100%	100%
% of programs w/national or state credential	100%	100%

<u>Category</u>	<u>FY11 YTD</u>
% of families that increase knowledge about child dev/parenting	25%
% of families that improve nurturing/attachment	42%
% of families that are connected to additional concrete supports	55%
% of families that improve or maintain healthy problem solving & communication	88%
% of families that increase or maintain social supports	82%

Child Care Nurse Consultant/FAMILY, Inc.

Sarah Zach shared the following: FAMILY, Inc. was granted funding in February for their Child Care Nurse Consultant to get trained. Emily Schroeder, the Child Care Nurse Consultant, assists day cares and providers in ensuring a safe environment for children.

Scorecard information (note some of the categories were not measured in the prior period):

<u>Category</u>	<u>Prior Period</u>	<u>1st Quarter FY12</u>
# possible improving their rating	162	4
# of children age 0-1	N/A	9
# of children 2 to 3	N/A	2
# of children 3 to 4	N/A	3
# of children 4 to 5	N/A	3
# of children 5 to 6	N/A	1
Total # of children served	N/A	18
# of families of children represented above	N/A	16
# of visits to early learning environments by a con.	9	4
# of early learning service providers participating in quality improvement	7	10
# of early learning environments involved in quality improvement activity (unduplicated)	7	4
# of public relations contacts	0	215
# of services	16	18
# achieved measure	N/A	3
# possible	N/A	4
% of programs participating in a quality initiative	N/A	75%
% of programs improving rating in a quality initiative	N/A	0%
% implementing an evidence based curriculum	N/A	25%

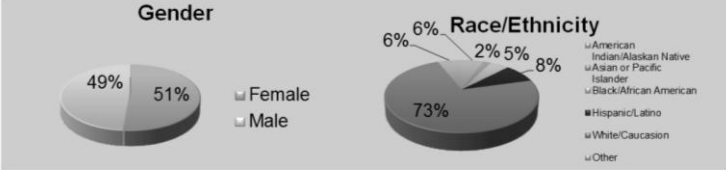
AMP (formerly Elevate)

Joni Griffin shared the following: Promise Partners granted funds to AMP last year. This program is for children in foster/group care ages 13 and up. Through the program, youth and young adults are receiving education in living independently (after foster care) and having a voice in their community and in the foster care/adoption arena. Since July, 150 kids have come to the meetings. AMP members have been involved, but not limited to the following: National Adoption Day, a thanksgiving celebration, completing college applications, mock job interviews, etc. Joni shared she has done some work on the scorecard.

Capturing Our Voice Youth Survey

Patricia Russmann shared Promise Partners collaborated with Iowa West Foundation on a large community needs assessment survey. A survey was given to youth and focused on opinions and attitudes about our community and if they will stay/or come back to the community after completing their education.

Jessica Simons assisted in facilitating the project by organizing a “street team” of young people to assist in the survey process. Approximately 2400 young people were surveyed. The main finding was that young people want to be engaged in meaningful leadership roles in the community.



- 2349 young people surveyed
- 5 Focus Groups with 55 young people
- 2 Focus Groups with adults

Capturing the VOICES

Pottawattamie County Youth's Attitudes, Opinions and Needs

How Teens Are Spending Their Time...

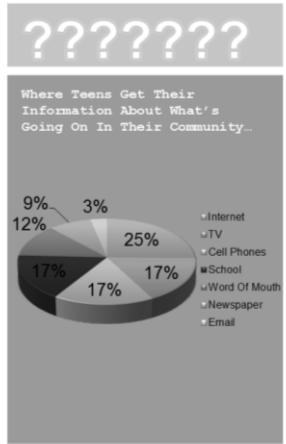
- Social Networking Sites—Facebook, Twitter, Myspace
- Cell Phones—Talking, Texting, Apps
- Watching TV
- Streaming Radio/TV—Hulu, YouTube, Pandora, iTunes or Music Sharing

Not Spending Their Time

- Arts/Music—55% 1+ Hours
- Video Games—49% 1+ Hours
- Reading—49% 1+ Hours

- 61% 1 or more hours doing chores at home or on the farm
- 25% Work 6 or more hours a week at a job

- 40% Reported doing no homework at all or less than one hour per week: CB Youth
- 30% Reported doing no homework at all or less than one hour per week: Rural Youth



What Teens Are Saying about Today...

How They Grade ...

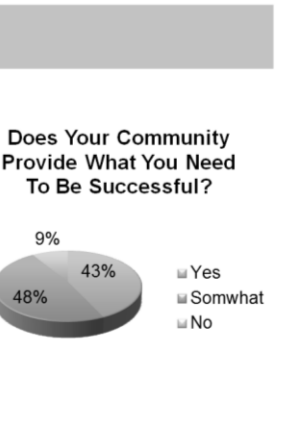
- C** - After-school programs or school clubs
- C-** Community sports programs
- D+** Church/spiritual groups or classes
- D+** Youth facilities not based in schools
- D+** Community art, music and dance programs
- D** - Career development programs
- D** - Organized Mentoring

Community Weaknesses...

- Drugs & alcohol use amongst adults & youth
- Bullies, fighting & crime
- Lack of entertainment
- Lack of employment opportunities
- Appearance of the community

Community Strengths ...

- Small close-knit community, yet close to the city
- Midwest friendliness
- Beautiful parks and open nature space



What Teens Are Saying about Tomorrow.....

- 71% are planning to attend post-secondary education

Important Factors in an Ideal Community...

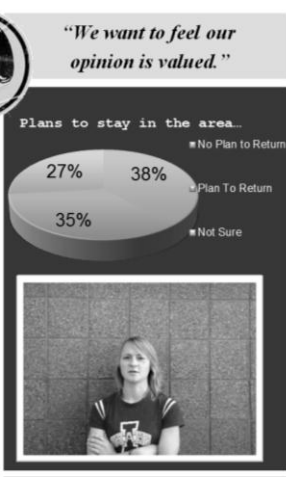
- Job opportunities
- Housing
- College Access Programs
- More colleges/universities
- More recreation opportunities

Bottom of Their List of Priorities....

- Restaurants
- Shopping Centers
- Organized mentoring for youth
- Vocational training
- Art/Culture Venues/Activities
- Child Care Centers

They Want.....

- To be engaged in the community
- Meaningful leadership roles along side adults
- Youth input on local issues
- Something to make newcomers feel more welcome
- To know their history & heritage



What Teens Are Suggesting...

- Youth representation in local government, city planning, & community development
- Time to speak to community & school officials
- Opportunities to give input on school & community issues
- Planning & organizing of community events along side adults



Thank you

Small Group Discussion: Review of Policies and Procedures, Grievance Policy, etc.
Suggestions and changes to documents and policies of Promise Partners were suggested. Please see the attached documents with suggestions made at October meeting in **red** and suggestions made at November meeting in **blue**

Meeting Adjourned:

The meeting was adjourned by Patricia Russmann at 10:58 AM.

There will be no December meeting. The next meeting is scheduled for Friday, January 20, 2012 from 9:00-11:00AM at the Micah House. We will have additional programs reporting, an update from the Pottawattamie Youth Council and Program Landscape Mapping will be on the agenda.

The next Governance Board meeting is scheduled for Wednesday, January 25, 2012 from 1:00 to 3:00PM at the Micah House

Meeting minutes respectfully submitted by Judy Showers, Administrative Assistant

Promise Partners Planning Committee Grievance Form

Grievance Against an Agency (by a recipient of a service) funded by Promise Partners:

Any member(s) of the community who receives services from an agency using Promise Partners funding who has a grievance is encouraged to follow the individual agency's grievance policy. If done so and no resolution is made, then the community member(s) is encouraged to file a formal complaint with the Director of Promise Partners phone # 712-256-9920. Upon receipt of the Grievance form, the Director will contact the agency to gather information pertinent to the issue. The Director will then present the grievance at the next Governance Board meeting. The agency and the community member(s) must be present at the Governance Board meeting. The Governance Board will decide on a resolution and the Director will update the Grievance form and the matter will be closed.

If no resolution is made, the individual agency is to make this grievance policy and form available.

Legal opinion...is the above section appropriate?

Grievance Against a Group Action, Policy or Procedure:

All members are encouraged to contact the Director with any grievance regarding the actions, policies and/or procedures of the Promise Partners Planning Committee. The grievance must be presented within 14 working days of the occurrence. The Director will assist the member(s) in deciding how they would like to proceed with the grievance, informal or formal:

Informal: Member(s) and Director find a resolution that works for all parties and a formal grievance is not made.

Formal: Member(s) complete Grievance form and submits it to the Director. The director and member(s) can meet privately or can decide to bring the issues to the Planning Committee. When a resolution is reached, the Director will update the Grievance form and the matter will be closed. If a resolution is not reached, the member(s) must decide if they want their grievance presented to the Governance Board. If they decided not to, then the Director will update the Grievance form and the matter will be closed. If they decide to bring the grievance to the Governance Board, then the Director will update the Grievance form and add the grievance to the Governance Board agenda. Member(s) must be present at the Governance Board meeting if their grievance is being presented. The Board members will decide on the resolution for the Planning Committee members. The Director will update the Grievance form and the matter will be closed

Appeal language of RFP should it be included?

Grievance Against the Director:

All members are encouraged to contact the DHS Council Bluffs Service Area Manager (SAM) add phone # with any grievance regarding the Director. The SAM will assist the member(s) in deciding how they would like to proceed with the grievance, informal or formal:

Informal: Member(s) and the SAM find a resolution that works for all parties and a formal grievance is not made.

Formal: Member(s) complete Grievance form and submits it to the DHS SAM and the Governance Board Chair. The SAM, Board Chair and member(s) can meet privately or can decide to bring the issues to the Governance Board. If they decide to bring the grievance to the Governance Board, then the Board Chair will update the Grievance form and add the grievance to the Governance Board agenda. Member(s) must be present at the Board meeting if their grievance is being presented. The Board members will decide

on the resolution. The Board Chair will update the Grievance form and the matter will be closed.

Consider creating a policy and form for an individual with only the form and the 1st paragraph and a separate one for the agency with all this information.

Date: _____

Person Filing grievance: _____

Telephone Number: _____

Email Address: _____

Type of Grievance:

Individual Agency Providing Service:
Program:

Explain nature of grievance:

Describe requested remedy:

Grievance forms must be submitted within 14 business days of the occurrence.
Add address to send this form

To Be Completed by Promise Partners:

Date Received:

Action Taken:

Response:

Date Closed:

Policies And Procedures

Coalition Meetings

Promise Partners monthly coalition meetings are typically held on the third Friday of each month. We do not meet in July or December. Meetings are currently held at the Micah House conference room from 9:00-11:00 a.m. Members are encouraged to make donations to the Micah House for use of the space such as napkins, toilet paper, Kleenex, coffee, etc. Meetings may consist of “working meetings” and/or informational presentations. Members are expected to regularly attend and actively participate. Recommendations are then presented to the Promise Partners Governance board for consideration and final approval.

Meeting Ground Rules (Updated by coalition members in April of 2009)

- One person speaks at a time
- Facilitator will manage time and agenda
- Limit open discussion
- Honor agenda & time frame for meeting
- Set a time limit for discussion- then may need to table discussion for future meeting
- Limit “other business or updates” to 5 minutes per person- if more time is needed, you need to get on the agenda
- No “sidebars”
- Cell phones on mute or vibrate
- Take written questions

It is the responsibility of coalition members to update their agency information through the Promise Partners website and monthly meetings. If one agency has various representatives, it is that organization’s responsibility to update the representative prior to the monthly meeting.

Attendance

Attendance of monthly coalition meetings is strongly encouraged, yet not required **however, if a funded program...(contract language)** by any one individual or agency. Coalition members are also strongly recommended to attend one governance board meeting per year, as well as serve on a task-team or subcommittee.

Include language from contracts and funded programs attendance

Voting

The coalition primarily functions by consensus, however, in the case of an issue or recommendation that does require a vote, an agency or organization must have a 50% attendance rate to vote. In this instance, only one vote per program is permitted and will be cast by ballot. **Does the number of votes need to be changed it seems lately programs have been given 2 votes?** The votes would then be presented to the Promise Partners governance board for final approval.

Promise Partners Governance Board Members (July 2011)

1. Chuck Scott, Education representative
2. Kris Smith, Health representative
3. Tom Bouska, DHS representative
4. Vacant, Faith representative
5. Dan Collin, Business representative
6. Laura Holcomb, Citizen
7. Melvyn Houser, Elected official representative – Board Chair
8. Scott Belt, Elected official representative
9. **Keith** Pick, Juvenile Court Services representative
10. Susan **Roarty**, JCS representative
11. Meghan McColleston, Parent 0-5
12. Judd Knispel, Citizen
13. **Patricia Russmann, Director Promise Partners**

Chair will be elected annually at the July/August meeting or the next possible meeting and must be citizen or elected official and Pottawattamie County resident. The board composition will be a minimum of 9 and maximum of 15 and must

constitute 51% citizen/elected officials. A quorum will be the majority of the board members. A 15 member board requires a minimum of 8 board members present at the meeting to conduct business. No board member shall serve more than 2 consecutive terms of three years each.

Pottawattamie Youth Council

In addition to the Promise Partners Governance Board and coalition, there is a Promise Partners [change Promise Partners to Pottawattamie](#) Youth Council (P-YC), a group of middle school and high school students who apply in the [spring](#) and serve on the council for a year. Students serve as a committee to the Promise Partners Coalition. As part of the Promise Partners committee, the students help review and decide where to distribute Community Networking grants. The students also learn about their community, participate in service projects, and recognize other students in the community. The Youth Council meets twice ([once?](#)) a month as decided by the current group of students.

Grievance Policy

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[We discussed that more than just the Director assist in the grievance procedure possibly the Chairman of the Board. or external, non-related individual](#)

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Organizations & Partners Represented by Members

2011



Alegent Health Psychiatric Associates of Council Bluffs

Mental health center for Pottawattamie & Mills County with a continuum of services for adults, families, and children. These include mental health & chemical dependency therapy, mental health assessment, & community support services.

*Mercy Clinic- 801 Harmony, Suite 302, Council Bluffs
712-328-2609*

*Community Support/IPR/Peer Connection- 622 S. 4th Street, Council Bluffs
712-242-2500*

Big Brothers, Big Sisters of the Midlands

Youth mentoring organization that helps children ages 7-15 reach their potential through professionally supported, one-to-one relationships with measurable impact.

*10831 Old Mill Road, Omaha
402-330-2449*

<http://www.bigomaha.org/>

Boys and Girls Clubs of Council Bluffs

Club programs and services that promote and enhance the development of girls and boys by instilling a sense of competence, usefulness, belonging, and influence.

*815 N. 16th Street, Council Bluffs
712-256-6029*

<http://bgccb.org/>

Boys Town of Iowa

Provides a continuum of care that strengthens the mind, body, and spirit of children and families. Offers services including residential treatment, foster care services, and family support.

*1851 Madison Avenue#100, Council Bluffs
712-323-4011; National Hotline 1-800-448-3000*

www.girlsandboystown.org/iowa

Bridge Builders

Building relationships, individual development, growth and empowerment.

*823 Madison Avenue, Council Bluffs
402-680-3554; 402-306-4975
myBridgeBuilders@yahoo.com*

Completely Kids

A school and homeless shelter based program that incorporates academic excellence, leadership and character development skills, violence prevention, healthy lifestyle, community service and cultural awareness.

*2566 Saint Marys Avenue, Omaha
402-397-5809*

<http://campfireomaha.org/>

Carter Lake Community Resource Center

A department of the City of Carter Lake that works in partnership with the Carter Lake Prevention Coalition to create a safe and drug-free environment by engaging youth, family, and community in pro-social opportunities and experiences.

1105 Redick Boulevard, Carter Lake

712-347-5975

www.clcrc.org

Catholic Charities

The Phoenix House provides domestic violence and sexual abuse services to anyone facing domestic violence through a 24-hour emergency shelter and crisis phone line, court advocacy, educational groups and outreach to underserved populations.

712-256-2059 or 24-hour hotline 1-800-612-0266

www.dmdiocese.org

Child Care Resource and Referral

CCR&R agencies are community-based organizations that lend a helping hand to people who care for and about children by providing referrals, resources, education and advocacy to help meet needs for affordable and accessible child care.

300 W Broadway, Suite 35, Council Bluffs

712-322-2621

<http://www.swiowachildcare.org/>

Child Health Specialty Clinics

CHSC serves children and youth birth through 21 who live in Iowa who have a chronic condition (physical, developmental, behavioral, or emotional) or who have increased risk for a chronic condition and who have a need for special services.

300 W. Broadway, Suite 106, Council Bluffs

712-309-0041; 1-866-652-0041

www.uihealthcare.com/chsc

Children's Center

The Children's Center, an affiliate of Children's Square USA provides quality education and child care for children ranging from 6 weeks to 12 years of age.

Curtis Street and Avenue D, Council Bluffs

712-325-1662

Children's Square USA

Children's Square U.S.A. is a diverse organization of professional caregivers dedicated to children and families in need by offering an array of services including a youth emergency shelter, academic center, residential education and treatment, and Ch.1 Program.

N. 6th and Ave E, Council Bluffs

712-322-3700; 712-322-3799 Chapter 1 crisis line at 712-322-3799

www.childrensquare.org

Council Bluffs Community School District

Serves children in Council Bluffs, Carter Lake, and Crescent through three high schools, two junior high schools, and fourteen elementary schools.

12 Scott Street, Council Bluffs

712-328-6423

www.council-bluffs.k12.ia.us

Early ACCESS

A system of supports and services for eligible infants, toddlers and their families, birth up to age 3, that helps families by identifying, coordinating and providing needed supports and resources that help their infant or toddler to grow and develop. Service coordination is provided for all families.

712-366-0503

www.ghaea.org

Achieving Maximum Potential (AMP)

A youth-driven program that inspires change, compassion and connection for foster care and adoptive youth. A Council Bluffs chapter for youth ages 13 and up who have been involved in foster care, adoption, or out-of-home placements and want to make a difference in the child welfare system.

402-680-3554

www.cfiowa.org/OurPrograms/elevate/tabid/164/Default.aspx

Family Development and Self Sufficiency program (FaDSS)

FaDSS is a supportive service to assist Family Investment Program (FIP) families with significant or multiple barriers reach self-sufficiency. The foundation of FaDSS is regular home visits with families, using a strength-based approach.

300 W. Broadway, Suite 35, Council Bluffs

712-322-9566

<http://www.iowafadss.org/>

FAMILY Inc.

Fathers and Mothers Improving Lives of Young Children is a community supported home visitation initiative intended to provide support and guidance to all families with newborns and young children.

3501 Harry Langdon Boulevard, Council Bluffs

712- 256-9566; 1-800-645-4574

www.familyiowa.org

Green Hills Area Education Agency

Special education support services, media and technology services, and a variety of instructional services to promote school improvement.

24997 Highway 92, Council Bluffs

712-366-0503

www.ghaea.org

Heartland Family Services

Offers a variety of services to protect children, help adults and strengthen families. They offer education, professional counseling, juvenile crime intervention, and support to give people the assistance they need.

515 East Broadway, Council Bluffs
712-322-1407

www.heartlandfamilyservice.org

HOPE-Net Ministries, Inc.

A non-profit, faith based organization whose goal is to provide homeless and near homeless families the tools and resources they need to break the cycle of poverty. Offers services through a food pantry, Sequels Upscale Resale, Families First Community Circle, and women's re-entry program.

19933 Virginia Hills Road, Council Bluffs
712-256-6300

www.hopenetministries.org

Iowa Department of Human Services

DHS's mission is to help individuals and families achieve safe, stable, self-sufficient, healthy lives. Provides services that include cash, child care, and food assistance. Also offer job training, refugee services, and services that ensure child welfare and health.

417 E. Kaneshville Boulevard, Council Bluffs
712- 328-5661

<http://www.dhs.state.ia.us/>

Iowa State University Extension

Builds partnerships and provides researched based learning opportunities to improve quality of life in Iowa including family, home and business. Provides trainings and assistance, as well as school enrichment and 4-H programs.

3501 Harry Langdon Boulevard, Council Bluffs
or 321 Oakland Avenue, Oakland
712-366-7070- Council Bluffs, 712-482-6449- Oakland

www.extension.iastate.edu

Iowa Workforce Development

Contributes to Iowa's economic growth by providing quality customer-driven services.

300 W. Broadway, Suite 13, Council Bluffs
712-242-2100

www.iowaworkforce.org

Juvenile Court Services

Responsible for the provision of probation, court, detention and support services for juveniles in Pottawattamie County.

227 S. 6th Street, Council Bluffs
712-328-5623

Lutheran Family Services

The Center for Health Families provides human care services that build and strengthen individual, family and community life. Services include the boutique store, counseling and support groups.

300 West Broadway, Suite 7, Council Bluffs

712-242-1040

www.lfsneb.org

Micah House

Provides a safe and nurturing environment for families and single women who are experiencing the crisis of homelessness.

1415 Avenue J, Council Bluffs

712- 328-5812

<http://www.themicahhouse.org/>

Neighborhood Center

Community-based, neighborhood-driven organization administered by the University of Nebraska at Omaha. The Neighborhood Center provides information and assistance to neighborhood associations to enable them to come together and develop their own leadership and decision-making structure to effect issues affecting quality of life.

536 East Broadway, Council Bluffs

402-290-0545

<http://www.unomaha.edu/ncenter/>

New Iowan Center

Offers workplace development services to persons who have recently moved to Iowa and are seeking employment. The center is designed to support workers, businesses, and communities with information, community service referrals, job placement, translations, language training, and resettlement assistance.

300 West Broadway, Suite 13, Council Bluffs

712-242-2139

<http://www.iowaworkforce.org/centers/newiowan/>

Partners for Meth Prevention

A community coalition that is committed to providing education about methamphetamine and increasing awareness that meth shatters lives and destroys communities.

515 East Broadway, Council Bluffs

712-325-5628

1-877-9-NoMeth

www.endmeth.info

Pottawattamie County Board of Supervisors

The Board of Supervisors of Pottawattamie County consists of five members, each elected for four years. The Board's duties are varied and its authority embraces practically every aspect of County Government

227 South 6th Street, Council Bluffs

712-328-5644

Pottawattamie County Conservation

Builds partnerships between people and the natural world by providing environmental educational and recreational outdoor program opportunities.

Hitchcock Nature Center- 27792 Ski Hill Loop, Honey Creek

712-545-3283

www.pottcoconservation.com

Pottawattamie County Prevent Child Abuse Council

A local council of collaborating agency partners who, with funding from Prevent Child Abuse Iowa, is responsible for delivering educational programs to parents, families and children to strengthen the family through the development of healthy life skills.

300 West Broadway, Council Bluffs

712-242-1040

Pottawattamie County Tobacco Prevention Coalition

A community coalition that works to prevent/reduce tobacco use and assist the members of Pottawattamie County to engage in healthy behaviors and avoid the economic consequences of tobacco use through prevention, cessation, education and advocacy.

427 East Kaneshville Boulevard, Suite 202, Council Bluffs

712-325-6831

Shaken Baby Task Force

Area organizations in a joined community effort to educate the public and increase awareness of the dangers of Shaken Baby Syndrome.

933 East Pierce, Council Bluffs

712-396-4200

Trailblazers

A faith-based organization with the mission of coming alongside children and their families to encourage, teach and train them as we celebrate the positive changes in their lives. Their goal is to reach them with a balance of sincere love and biblical guidance that can be practically applied to their life.

1224 North 28th Street, Council Bluffs

712- 322-5651

Youth and Families, a subcommittee of the Human Services Advisory Council

A committee that works to inform and network regarding local issue affecting youth and families in the area.

www.hsacinc.org/

Need to add:

Parks & Recreation

Alegent Health

Jennie Edmundson

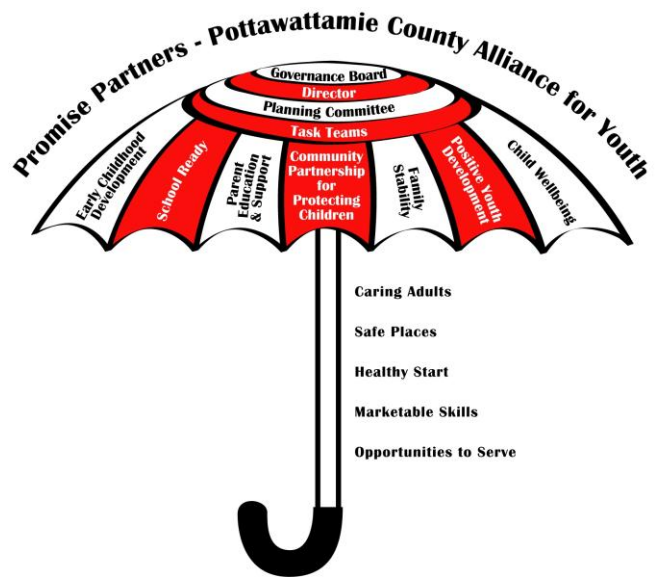
CHC

VNA

*DHS
Library Teen Center
County Connection
Law Enforcement
Scouting
Business
Habitat
Community Planning*

Promise Partners merged into one Promise Partners Governance Board following recommendations from joint community planning sessions in 2009. This integrated board oversees initiatives and funding for children 0-21 in Pottawattamie County. This Governance Board includes Child Welfare Decategorization and Early Childhood Iowa (previously Community Empowerment).

Decategorization is designed to redirect child welfare and juvenile justice funding to services which are more preventative, family-centered and community-based in order to reduce use of restrictive approaches that rely on institutional, out-of-home and out-of-community care. Iowa Code Section 232, which was initially enacted in 1993, states that the Governance Board must **the rest of this text needs to be added.**



Promise Partners also includes an early childhood focus through Early Childhood Iowa. This was established by the state legislature in 1999. The legislature appropriated funds to support state and community partnerships and collaboration among education, health, and human services for children ages 0- 5. The vision of Early Childhood Iowa- Pottawattamie County is that “Every child, beginning at birth, will be healthy and successful.”

Our local board is comprised of the required health, education, human services, elected official, faith, business, consumer, citizen members, as well as representatives of the Department of Human Services and Juvenile Court Services respectively, and officials with the authority to represent county governments.

Funding and service decisions made by the board are recommended through the Promise Partners Planning Committee/Coalition. This group is comprised of numerous community organizations, groups, churches, and volunteers.

Please see reverse for roles and responsibilities.

Maybe add the history of the Promise Partners Coalition

GOVERNANCE BOARD

- Combine the fiduciary responsibilities of the existing local Decat and Empowerment Boards into a single entity, using the Promise Partners legal non-profit status.

- Membership will meet requirements of both Decat and Empowerment Boards and maintaining 51% citizen/elected officials. Total membership would be a minimum of 9 and maximum of 15.
- Responsible for final decisions on use of grant funds (including Decat allocation, carry forward, transfer dollars, Criminal and Juvenile Justice Planning, Community Partnerships for Protecting Children, School Ready Funds, Early Childhood funds, and other grants) and oversees performance of contractors.
- Hires and supervises Promise Partners Director.
- Communicates with, seeks input, and receives recommendations from community planning committee and task teams or work groups.
- Analyze and report issue specific data and review performance of grant funded services and projects as appropriate.

COMMUNITY PLANNING COALITION/PROMISE PARTNERS NETWORK

- Large, informal group with open membership/participation to serve coordination and networking functions for all children, youth and family agencies and community partners.
- Focuses on “big picture” planning; resource assessments; gap analysis and prioritizing needs and issues. Make recommendations for policy priorities to Governance Board.
- Creates Task Teams or work groups to address specific issues or complete short term projects.
- Develops and shares responsibility for implementing internal and external communication strategies to promote Promise Partners and generate community support and involvement.
- Communicates with and makes recommendations to the Governance Board and the appropriate Task Teams or work groups.
- Analyze and report issue specific data and review performance of grant funded services and projects as appropriate.

IMPLEMENTATION TASK TEAMS OR WORK GROUPS

- Standing or ad hoc (temporary) committees created to address specific issues or developmental stages, and to coordinate services for specific populations. Membership will be determined on a case by case basis and will have deliberate overlap with Board and Planning groups when possible.
- Primary leadership from membership of the work group rather than relying solely on the Promise Partners Director.
- Develop and implement action plans to address issues and/or complete short-term projects,
- Make recommendations to both Promise Partners Planning Committee and Governance Board on policy priorities and use of resources.
- Analyze and report issue specific data and review performance of grant funded services and projects as appropriate.
- Communicate with and makes recommendations to the Promise Partners Planning Committee and Governance Board.