WCCA BOARD MEETING
January 20, 2026

The West Central Community Action Board of Directors meeting was held January 20, 2026 at the WCCA Executive Office, Harlan, IA. President, Charles Parkhurst called the meeting to order at 5:30 p.m. Staff attending were: Wendy Mueller, Angela Bladt, Brittany Schoof, Danni Segebart and Keith Bruck

ROLL CALL

Wendy Richter, Cass- Zoom
Justin Williams, Cass- Zoom
Donna Childress, Crawford- Zoom
Connie McGee, Crawford- Zoom
Brian Rife, Harrison- Zoom
Trista McLaughlin, Harrison- Zoom
Angie Winquist, Mills- Zoom
Donna Maddocks, Mills- Zoom
Charla Schmid, Montgomery-Zoom
Pat Berendes, Montgomery-Zoom
Lisa Connell, Page-Zoom
Molly Cummings, Pottawattamie- Zoom
Charles Parkhurst, Shelby
Bryan Swain, Shelby
Kris Olson Harmon, Shelby- Zoom

A quorum was declared.

Excused Absences:

Jean Heiden, Crawford
Dustin Sheldon, Fremont
Cynthia Williams, Fremont
Tom Brouillette, Monona
Todd Maher, Page
Jeannine Liljedahl, Page
Jeff Jorgensen, Pottawattamie

ADDITIONS OR AMENDMENTS TO THE AGENDA

There were no additions or amendments to the agenda. Brian Rife made the motion to approve the agenda, Lisa Connell seconded. Motion was carried.

APPROVAL OF NOVEMBER MINUTES

Charla Schmid made the motion to approve the November minutes, Angie Winquist seconded. Motion was carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

WCCA RISK ASSESSMENT

Wendy stated the Risk Assessment needs completed every two years in order to be in compliance with CSBG Organizational Standard 4.6 and it was last completed in January 2024. We used the risk assessment tool from the National Community Action Partnership that is designed specifically for Community Action Agencies through a partnership with the NonProfit Risk Management Center. There were 14 modules completed on the following areas: Risk Management Basics, Governance Risk,

Facility and Building Security, Human Resources and Employment Practices, Financial Reporting and Internal Controls, Contracts, Client and Participant Safety, Transportation, Technology and Privacy Risk Management, Special Events, Crisis Management and Business Continuity Planning, Volunteer Risk Management, Fundraising and Resource Development, and Service Delivery Risk. The assessment was completed on November 19 by Wendy and Brittany. The results were reviewed by the management team on January 14. Wendy presented the Risk Assessment and the recommendations that were identified for further review: 1- Complete Motor Vehicle Records (MVR) check on all employees. 2- Conduct phishing tests or other exercises to gauge level of awareness of staff with respect to scams. 3- Data Classification Policy. 4- Basic screening process for regularly scheduled volunteers. 5- Social Media Policy for employees. Wendy and the program directors will address the recommended areas and make the necessary changes required. Since completing the Risk Assessment as required over the last 10 years, WCCA has implemented many new procedures and updated numerous policies to reduce risk for staff and the agency.

2026 WCCA COMMUNITY NEEDS ASSESSMENT EXECUTIVE SUMMARY APPROVAL
Brittany Schoof, CSBG/CACFP Director, presented the 2026 Community Needs Assessment Executive Summary that was included in the board packet. This is required for CSBG and is valid for 3 years. This was last updated in May 2024 and the only updates were the Iowa Community Action Agencies Needs Assessment Community Stakeholders Results and WCCA's FY 2025 Client Characteristics. The Executive Summary helps show us where the biggest needs are for assistance in our 10 county area and what CSBG funds should be used for as well as agency resources. The stakeholders survey was completed by 221 individuals. The top community needs included: housing, child care, unemployment/low wages/education, transportation and mental health and substance abuse. Survey respondents indicated our service area has many strengths when addressing the needs of low-income families and children. Those top strengths were: sufficient number of accessible and affordable early childhood/pre-school education programs, sufficient number of recreation opportunities and community facilities, sufficient number of food resources, sufficient number of police, emergency medical and fire department personnel and violent crime was not an issue. Respondents who have connected with WCCA in the past 12 month: 96% agree/strongly agreed staff with friendly and helpful and conducted business in a professional manner. 94% agree/strongly agreed staff had thorough knowledge of agency programs and services. West Central Community Action is committed to operating programs and collaborating with other organizations in order to assure the best possible support and outcomes for clients. While WCCA does not meet every need identified in the survey, the agency has services and referrals options in place to combat many of the issues. The Community Needs Assessment Executive Summary is used along with our agency's mission and vision to determine what CSBG funding should be used for along with other agency resources. Wendy Richter made the motion to approve the 2026 Executive Summary. Angie Winquist seconded. Motion was carried.

PERSONNEL COMMITTEE REPORT
2026 EMPLOYEE HOURLY RATE INCREASE APPROVAL
Wendy stated the Personnel Committee discussed the 2026 Employee Hourly Rate Increase options prior to the board meeting. Keith had already budgeted annual raises into all the program budgets. The Personnel Committee recommended to the board a 3% + $0.10 raise effective February 1, 2026 for all employees. Lisa Connell made the motion to approve the 2026 Employee Hourly Rate Increase of 3% + $0.10. Charla Schmid seconded. Motion carried.

PERSONNEL POLICY UPDATES APPROVAL
Everyone received a copy of Personnel Policies #715 Whistleblower Protection. Angela Bladt, HR Director, explained to the Board of Directors that the change is a CSBG program requirement to have department titles listed in the policy and the proposed changes were also approved by Policy Council. We are requesting board approval to approve all proposed changes and the entire WCCA Personnel Policy Manual. Wendy Richter made the motion to approve changes to #715 Whistleblower Protection and the entire WCCA Personnel Policy Manual. Kris Olson Harmon seconded. Motion carried.

HEAD START/EARLY HEAD START TRAINING
Danni Segebart presented the Board of Directors with an overview of the Head Start/Early Head Start programs and guide to complete the training with Academy+. Brittany will also be emailing the link to the Board of Directors to complete the training. Please send Brittany a copy of your completed training certificate for our records.

HEAD START/EARLY HEAD START ELIGIBILITY TRAINING
Danni provided eligibility training to the Board of Directors. She explained the factors that are needed to help determine eligibility for applicants for Head Start/Early Head Start, how it is verified, required records, violating policies and procedures, and meeting with potential clients to complete applications.

HEAD START/EARLY HEAD START PROGRAM GOALS UPDATE
Danni explained the self-assessment report. The goals are as follows: Goal 1: WCCA Head Start will empower families and maintain strong community connections that will enable future success for children and families. Goal 2: WCCA Head Start will effectively and efficiently utilize data and database systems to streamline services for continuous improvement. Goal 3: WCCA Head Start will cultivate high quality staff to promote and ensure safe, secure, and supportive environments. Goal 4: WCCA Head Start will promote a culture that fosters and supports high quality relationships. Danni stated the goals were established in 2024 and the chart shows which ones have been met and which goals are still in progress. Danni will provide additional updates on the progress in the future.

HEAD START/EARLY HEAD START 2025-2026 BUDGET AMENDMENT APPROVAL
Danni explained that Keith and herself met with our Head Start Program Specialist the beginning of January and there will be projected funds left at the end of the program year ending January 31. The Office of Head Start will allow us to submit an extension to spend the money during the next program year. Keith explained the funding will be used to update playground equipment at multiple locations. and is roughly around $480,000. We are requesting board approved to submit a Head Start/Early Head Start 2025-2026 Budget Amendment once Keith has a final dollar amount to update the playground equipment for Red Oak Head Start, Red Oak Early Head Start and Council Bluffs Head Start. Pat Berendes made the motion to approve the Head Start/Early Head Start 2025-2026 Budget Amendment Lisa Connell seconded. Motion carried.

HEAD START/EARLY HEAD START PROGRAM UPDATE
- A letter dated December 18, from the Administration for Children and Families was included in your board packet. The letter provides 45-day notice of our upcoming Focus Area 2 Review the week of February 2. The review will be conducted onsite and is an intense review of:
    - Program Design, Management, and Improvement
    - Education and Child Development Services

- Family and Community Engagement Services
- Health Services
- Eligibility, Recruitment, Selection, Enrollment, and Attendance
- Fiscal Infrastructure

The monitors want to see how we implement high quality services for children and families. They will interview multiple staff, visit numerous classrooms, and spend a lot of time reviewing financial records and processes. Danni has done an excellent job of getting staff prepared and providing all required documentation to the monitoring team before their arrival.

- We also received a 45-day notice on January 7, from the Office of Head Start regarding our CLASS monitoring review to take place February 23-April 10. The letter is included in the board packet. CLASS stands for Classroom Assessment Scoring System and assesses the quality of teacher-child interactions using standardized observation tools. We will be responsible for recording 25 Head Start classrooms that are selected and uploading them to the Office of Head Start for review. CLASS scores are used by the Office of Head Start for designated renewal system determinations, meaning if we don't score the minimum threshold in component areas that can put our program back into competition. The scores are used to help OHS understand the current experiences of children in Head Start classrooms as a quality improvement opportunity and to offer training and technical assistance to build upon existing program efforts.
- We had to close several classrooms last week in Council Bluffs, Red Oak and Harlan due to staff illness and we did not have the staff to back fill.
- We currently have 11 openings in Head Start and Early Head Start. We continue to advertise and interview potential candidates. If you know of someone who would be a good fit with our agency please send them our way.
- The end of December enrollment numbers for Head Start and Early Head Start are: 240 in Head Start with 2 accepts, funded enrollment is 249 (96%). 78 in Early Head Start with 4 accepts, funded enrollment is 92 (85%). Continuing to look for a Home Based Teacher. 25 children on the Head Start waitlist and 6 children on the EHST waitlist are over income. We are currently not meeting the 97% enrollment requirement.
- We are waiting on our official Notice of Award for budget period of 2/1/26-1/31/27. The Midwest Region submitted our application to the Office of Head Start on January 2, after we answered a few clarifying questions, they had regarding our application. We may not receive our award until the end of January. We are hoping we receive the NOA before our contract ends on January 31, or within the first few days of February.
- On January 20, the House Appropriations Committee released a compromised draft of a funding bill that includes the Senate funding proposal for Head Start which is a $85 million increase including a $75 million dollar cost of living adjustment or COLA. They also included an increase of $5 million dollars for CSBG. The compromise draft has been agreed to by leadership in both parties in both chambers and is expected to pass the House this week and the Senate next week. Fingers crossed the President signs the bill as the government is currently funded until January 30.
- Danni stated we have met our 10% disability requirement and will not need a waiver this year.
- Recruitment for the 26-27 school year will begin on Feb 1.
- The Fall Family Survey results were included in the board packet. Danni stated they were positive and have provided feedback on areas of attendance and Learning Genie that Danni and her leadership team were needing to address. The results from the survey will be very useful to make future changes.

FEBRUARY BOARD MEETING

Wendy recommended that we do not have a February meeting and that March 17th will be the next meeting. Brian Rife made the motion to not have a February Board of Directors meeting, Lisa Connell seconded. Motion was carried.

STAFF REPORTS

The Directors present had nothing new to add to their reports.

FISCAL REPORT

There was nothing new to add to the fiscal report.

EXECUTIVE DIRECTORS REPORT

- There is a CSBG grant award notice dated December 16, from Health and Human Services included in the board packet. The letter awards us the first quarter of FY 2026 CSBG funds in the amount of $180,940.
- We will be having our CSBG program review and organizational standards assessment January 29-30. The review will be conducted both remotely and onsite. Brittany has worked very hard to ensure everything is ready for the review.
- WCCA continues to see a steady increase in LIHEAP applications this year including a lot of first-time applicants. We made our first payment of over $1.4 million dollars to vendors on December 19. It was a team effort to get the payments processed. Wendy thanked Keith, Ivy, and Brittany for their assistance. We are waiting for the feds to release the additional 9-10% of funds to the states. We will need the additional regular LIHEAP funding to provide a LIHEAP benefit to all households that apply.
- We had our Weatherization Home Inspection/House File Review Audit November 17-18, 2025. There were a few items that needed to be corrected on two homes. All homes have been completed and the response along with pictures were sent to the state for approval and the state accepted our response on December 29. A copy of the response and approval are included in the board packet.
- We did receive some good news for Weatherization. The House and Senate both passed the final FY 2026 Energy and Water Appropriations Bill on January 16. Total funding for Weatherization was approved at $369 million, which is a $3 million dollar increase from FY 2025 ($366). This amount includes: Weatherization regular grant funds of $329 million. Weatherization readiness funding at $30 million and training and technical assistance at $10 million. Weatherization had been slated to take a steep decrease in funding, so we are excited to see the increase in funding levels. We also received additional Black Hills funding for Weatherization in the amount of $76,644.00.
- FaDSS Day on the Hill is February 3, at the State Capital. Mary Wisnieski, FaDSS Director, and three of her staff will be attending the event. This meeting allows us to highlight the accomplishments of the FaDSS program to our state representatives. We have 84 families enrolled with a contracted enrollment number of 95, which is 88%.
- Our Denison Outreach Office is now back open 4.5 days a week as our outreach specialist has returned from medical leave.
- Wendy is currently working with the landlord of our Denison outreach office to rent the end unit of the same building. This new space is currently being remodeled and will house both our Outreach office and five Denison Head Start staff. After negotiating and contracts are signed, we will rent the new space beginning March 1. This space will also have ample parking for our agency vehicles.
- Gronewold, Bell, Kyhnn and Company were here December 11-12 to conduct our annual agency audit. The major programs audited were LIHEAP and HEAP. We had our exit interview on January 15

and there were no compliance issues, and everything is looking good for fiscal year 2025. Wendy thanked Keith and his staff for all of their hard work. The audit will be presented at the March board meeting.

- Keith and Wendy had our annual agency insurance renewal meeting in December. We had an 8.8% increase in premiums which is lower than the industry average.
- We are looking for two people to fill the low-income representative spots in Monona and Harrison Counties. They do not have to be low-income themselves just represent the low-income population interests. If you know of anyone that would be a good fit, please send Wendy their contact information.
- Wendy finished the last County Board of Supervisors meeting today and thanked everyone for letting her present on our services and for the continued support.

Lisa Connell made a motion to adjourn at 6:09 p.m. Wendy Richter seconded. Motion carried.

Respectfully Submitted,

Kris Olson Harmon
WCCA Board Secretary

WCCA BOARD MEETING
March 17, 2026

The West Central Community Action Board of Directors meeting was held March 17, 2026 at the WCCA Executive Office, Harlan, IA. President, Charles Parkhurst called the meeting to order at 5:30 p.m. Staff attending were: Wendy Mueller, Keith Bruck, Angela Bladt, Brittany Schoof, and Danni Segebart.

ROLL CALL

Wendy Richter, Cass- Zoom	Charla Schmid, Montgomery- Zoom
Jean Heiden, Crawford- Zoom	Pat Berendes, Montgomery- Zoom
Connie McGee, Crawford- Zoom	Todd Maher, Page- Zoom
Cynthia Williams, Fremont- Zoom	Lisa Connell, Page- Zoom
Trista McLaughlin, Harrison- Zoom	Molly Cummings, Pottawattamie- Zoom
Angie Winquist, Mills- Zoom	Charles Parkhurst, Shelby
Donna Maddocks, Mills- Zoom	Kris Olson Harmon, Shelby- Zoom

A quorum was declared.

Excused Absences:

Justin Williams, Cass	Tom Brouillette, Monona
Donna Childress, Crawford	Jeannine Liljedahl, Page
Dustin Sheldon, Fremont	Jeff Jorgensen, Pottawattamie
Brian Rife, Harrison	Bryan Swain, Shelby

ADDITIONS OR AMENDMENTS TO THE AGENDA
There were no additions or amendments to the agenda. Pat Berendes made the motion to approve the agenda, Jean Heiden seconded. Motion was carried.

APPROVAL OF JANUARY MINUTES
Angie Winquist made the motion to approve the January minutes, Todd Maher seconded. Motion was carried.

OLD BUSINESS
There was no old business.

NEW BUSINESS

FY 2025 AUDIT PRESENTATION BY DAVID GINTHER OF GRONEWOLD, BELL, KYHNN & COMPANY P.C.
Board of Directors were emailed a copy of the FY 2025 Audit prior to the board meeting. A hard copy of the audit was also mailed to them. Faith Thomsen of Gronewold, Bell, Kyhnn and Company P.C. presented the FY 2025 Audit in detail. Faith stated the auditor's report issued an unmodified opinion. There were no instances of non-compliance, findings or questioned costs related to the financial

statements, internal controls or that pertain to costs for federal awards. West Central Community Action remains a low-risk auditee. Faith commended Keith and his staff on their great work in the Fiscal Department.

FY 2025 AUDIT APPROVAL
Wendy Richter made the motion to accept the FY 2025 Audit, Lisa Connell seconded. Motion was carried. Wendy thanked Keith and his staff on their great work.

PLANNING AND EVALUATION COMMITTEE REPORT
CSBG FY 2026 NPI REPORTS
Brittany presented the 6-month FY 2026 NPI reports that will be submitted to HHS at the end of the month. The reports are used to present a uniform and coherent national picture of community action outcomes. Overall, we are right on track and have adjusted a few targets to better reflect more accurate and achievable outcomes. A copy of the reports were included in the board packet.

FY2027 CSBG COMMUNITY ACTION PLAN AND APPLICATION APPROVAL
The Planning and Evaluation Committee met prior to the Board Meeting. Brittany stated the Planning Committee discussed the FY2027 CSBG Community Action Plan and Application which are aligned with WCCA's mission, vision, beliefs and values. It is an abbreviated application this year and is due June 3rd. She discussed and explained the three parts of the application: narrative, National Performance Indicators Report (NPI), and the budget. The grant narrative describes how our agency follows the ROMA cycle of assessment, planning, implementation, achievement of results and evaluation. Using the ROMA cycle ensures that CSBG funds are used on programs that are anti-poverty based, anti-poverty focused, and tie directly to the community needs assessments. The narrative describes our process of how our Board of Directors, Administrative Management Team, and various sub-committees are involved in all stages of the ROMA cycle. It also defines how our agency meets the CSBG assurances in assisting low-income families and individuals to achieve self-sufficiency, secure employment, obtain emergency assistance, and make better use of available income. The CSBG Budget Summary illustrates how CSBG funds will be used during FY 2027. The majority of the funds will be used to operate the outreach offices in our ten county service area and we are expected to receive roughly the same budget as FY2026 of $533,951. Funds can also be used to co-fund CACFP and a few other programs if needed in order to enhance services. The NPI Report identifies and captures the outcomes our agency plans to achieve through our programs and services during FY 2027. Individual and Family NPI's have changed from 45 to 33 NPI's to reflect the move to the CSBG Annual Report 3.0 that will be used for FY2027. The targets for the NPI report will be made in the fall. Copies of the CSBG Community Action Plan and Application are available to those who would like one. Charla Schmid made the motion to approve the FY 2027 CSBG Community Action Plan and Application and that it is aligned with WCCA's mission, vision, beliefs and values. Angie Winquist seconded. Motion was carried. Wendy thanked Brittany for her hard work on the CSBG NPI's and preparing the FY 2027 CSBG Grant Application and Keith for completing the budget.

STRATEGIC PLANNING COMMITTEE REPORT
Wendy Mueller stated the Strategic Planning Committee met March 13, 2026 to review the FY 2026 6 month NPI reports, FY 2027 CSBG Grant Application and 2025-2026 Strategic Plan. Everyone received a copy of the updated FY 2026 Strategic Plan in their board packet. Wendy highlighted progress so far this year: We have surpassed our online LIHEAP goal of 100 and have processed 141 applications and

counting. LIHEAP does not end until April 30, so Wendy is sure we will continue to get more online applications. 483 unduplicated households have received a food pantry during the current fiscal year. 16 households have received Weatherization services. We currently have 60% of registered childcare homes enrolled in CACFP. CCR&R had 31 Child Development Home Providers have received Positive Behavior Intervention training. We were in compliance with the CSBG grant and all 58 organizational standards in our onsite review. Board of Directors have completed the training on fiduciary duties and responsibilities. The Agency risk assessment was completed and presented to the Board in January. The Business Continuity and Emergency Disaster Preparedness Plan was updated. 91% of our job openings are currently filled with a goal of 95%. 23% of Head Start families have attended 1 family night with a goal of 75%. The committee will meet again in October to analyze the final results and create the new FY 2027 Strategic Plan. A thank you goes to Brittany and all the staff for working hard on the specified goals.

HEAD START/EARLY HEAD START SELF-ASSESSMENT TIMELINE

Danni explained the timeline of the self-assessment. The self-assessment analyzes program data and shows if we need to make adjustments to programming. Danni will present the results at the May board meeting.

HEAD START/EARLY HEAD START TRANSPORTATION WAIVER

Danni Segebart presented the Head Start Transportation Wavier. We are requesting a transportation waiver for both the child safety restraint system and bus monitoring requirements, Standard 1303.71(d) and 1303.72(a)(1). Due to our school partnerships providing bus transportation we do not meet the requirement of child restraint systems. We are also seeking a waiver for bus monitors. We are unable to provide staffing for this requirement due to the additional cost and number of staff needed. We are still in compliance with Iowa DHS licensing regulations and would provide a bus monitor when there are at least 7 children on the bus or transit system. This waiver was also approved by Head Start Policy Council last week. Pat Berendes made the motion to approve the Head Start Transportation Wavier. Jean Heiden seconded. Motion carried.

HEAD START/EARLY HEAD START PROGRAM UPDATE

- We currently have 8 openings in Head Start and Early Head Start. Angela Bladt (HR Director) and Danni Segebart (HST Director) continue to work together to schedule interviews. Openings include: Council Bluffs Assistant Head Start Teacher, Harlan Early Head Start Teacher, Family Advocate – Denison, Red Oak Head Start Teacher, Read Oak Assistant Head Start Teacher, Harlan Head Start Assistant Teacher, Early Head Start Home Based, and Education Support Coordinator – Red Oak.
- A letter from the Administration for Children and Families is included in the board packet. The letter confirms our correction of the area of noncompliance identified in our FA1 review last spring. We had a Family Advocate who did not complete her Family Support training within the required timeframe of 18 months. The Family Advocate completed her certification in December and Danni provided a detailed written plan to ensure future compliance. The Office of Head Start has accepted our correction and the matter is now closed.
- The end of February enrollment numbers for Head Start and Early Head Start are holding steady. Our current enrollment numbers are: 244 in Head Start, funded enrollment is 249, which is 98%. 81 in Early Head Start with 5 accepts, funded enrollment is 92, which is 88%. 27 children on the Head Start waitlist and 6 children on the EHST waitlist are over income.

APRIL BOARD MEETING
Wendy stated she does not feel we will have anything needing approval in April. The Executive Committee meeting can always be scheduled if needed. Lisa Connell made the motion to not have an April Board of Directors meeting. Jean Heiden seconded. Motion was carried.

STAFF REPORTS
The Directors present had nothing new to add to their reports.

FISCAL REPORT
There was nothing new to add to the fiscal report.

EXECUTIVE DIRECTORS REPORT
- Our FaDSS program has not been meeting our 95% enrollment requirement. Our average is 89% for the first two quarters of FY 2026. We did meet it for the month of January, but we have been struggling with getting families enrolled, but have also been losing enrolled families for several reasons including enrollees moving out of our service territory. We have noticed a definite shift with families after COVID as they are not wanting home visiting programs. They would prefer to do meetings remotely which is not allowed in the FaDSS program.
- The state officially put WCCA on a Corrective Action Plan on February 13. The letter is included in the board packet along with the corrective action plan that Mary and Wendy developed and submitted on February 17. They had a meeting with the state program officers and they approved our plan. Mary and Wendy met with staff and reviewed the letter along with the action steps that need to be completed to ensure we are exhausting all options for recruitment. Outreach and Head Start also provided names of families who are eligible for the program. Staff are working hard to get families enrolled. If we are not successful in maintaining the 95% the state could reduce our capacity and funding or terminate our contract. Wendy is hopeful neither of those two things will occur. As of today we are at 95%.
- The employee structure for CCR&R will change with the new program year starting July 1. The state is requiring a full time Regional Community Development Specialist and a full time Regional Professional Development Specialist for all regions, they are currently part-time roles. We currently have staff that will fill those positions, however with the change it leaves vacancies for the Child Care Consultant role. Due to the new state formula, we will need to hire 3 Child Care Consultants. We hope to have the positions filled by the end of the summer.
- A letter from the Iowa Department of Education is included in the board packet regarding our 2024-2025 CACFP financial review. There were no findings identified. A big thank you goes to Keith as it was a very time-consuming process to submit all the paperwork and bank records.
- We hired a new Outreach Specialist for Page County. Nichole Jones started on February 24, and will be operating our Shenandoah outreach office Monday-Thursday. She previously worked for a Community Action Agency in Missouri.
- We are fully moved into our new office space in Denison. The new space houses Head Start staff and our outreach office. The space looks amazing and staff are very excited.
- We had our CSBG three-year program review and organizational standards audit on January 29. The final report from Health and Human Services was included in the board packet. WCCA met all 58 organizational standards and met CSBG program compliance. The audit went very well as Brittany had everything organized for the state program officers.
- One of items mentioned during the exit interview was our two board vacancies in Harrison and Monona. We have the largest board in the state, and it was recommended that maybe we consider

eliminating two more spots to ensure we maintain compliance with CSBG program standards, which is no vacancy longer than 9 months. Wendy recommends eliminating the two low-income representatives that have been vacant since June. That would leave 8 low-income representatives, 10 public and 4 private for a total of 22. The 8 low-income representatives could represent any of the 10 counties. Wendy would like to bring this proposal to the board for a vote at the May board meeting.

- Also included in the board packet was the CSBG contract amendment extending our FY 2025 contract until June 30. We now can continue to spend our FY 2025 CSBG money past March 31.
- LIHEAP will be ending April 30. If you know of people who would qualify, please encourage them to apply for the program. We have limited ECIP funding available to help with disconnects.
- Weatherization will be having DOE home inspections on March 24 and 25th from the state Weatherization staff.

Pat Berendes made a motion to adjourn at 6:16 p.m. Wendy Richter seconded. Motion carried.

Respectfully Submitted,

Kris Olson Harmon
WCCA Board Secretary

WCCA BOARD MEETING
May 19, 2026

The 60th Annual Meeting of the West Central Community Action Board of Directors meeting was held May 19, 2026 at the WCCA Executive Office, Harlan, IA. President, Charles Parkhurst called the meeting to order at 5:30 p.m. Staff attending were: Wendy Mueller, Angela Bladt, Brittany Schoof, and Danni Segebart.

ROLL CALL

Wendy Richter, Cass- Zoom	Charla Schmid, Montgomery- Zoom
Justin Williams, Cass- Zoom	Jeannine Liljedahl, Page- Zoom
Donna Childress, Crawford-Zoom	Molly Cummings, Pottawattamie- Zoom
Connie McGee, Crawford- Zoom	Charles Parkhurst, Shelby
Cynthia Williams, Fremont- Zoom	Bryan Swain, Shelby
Trista McLaughlin, Harrison- Zoom	Kris Olson Harmon, Shelby- Zoom

A quorum was declared.

Excused Absences:

Jean Heiden, Crawford	Tom Brouillette, Monona
Dustin Sheldon, Fremont	Pat Berendes, Montgomery
Brian Rife, Harrison	Todd Maher, Page
Angie Winquist, Mills	Lisa Connell, Page
Donna Maddocks, Mills	Jeff Jorgensen, Pottawattamie

ADDITIONS OR AMENDMENTS TO THE AGENDA
There were no additions or amendments to the agenda. Charla Schmid made the motion to approve the agenda, Justin Williams seconded. Motion was carried.

APPROVAL OF MARCH MINUTES
Kris Olson Harmon made the motion to approve the March minutes. Charla Schmid seconded. Motion was carried.

OLD BUSINESS
There was no old business.

NEW BUSINESS

FY 2025 ANNUAL REPORT
Everyone received a copy of the FY 2025 Annual Report in their board packet. The report highlights all programs, services, number of clients served, demographic information, Head Start report, and our audit. We served a total of 10,166 unduplicated individuals and 4,897 unduplicated households. A big thank you goes to Brittany for all of her hard work in completing the annual report.

UPDATED FY2027 CSBG COMMUNITY ACTION PLAN AND APPLICATION APPROVAL
Brittany presented the updated FY2027 Individual and Family NPI's. She originally presented the FY2027 NPIs with 3.0 changes at the March board meeting and since that meeting, OCS decided they will not collect CSBG Annual Report 3.0 for FY26 or FY27. The 3.0 changes will be required for FY28. The Individual and Family NPI's included in the board packet are the exact same as what we are using for FY26. At this time, we only need to answer yes or no to each NPI and Brittany will work with the program directors to project in the fall. Brittany asked for Board Approval to submit the FY2027 CSBG Community Action Plan and Application with the updated changes. Kris Olson Harmon made the motion to approve the FY 2027 CSBG Community Action Plan and Application and that it is aligned with WCCA's mission, vision, beliefs and values. Charla Schmid seconded. Motion was carried.

PROPOSED CHANGES AND APPROVAL OF THE WEST CENTRAL COMMUNITY ACTION BOARD OF DIRECTORS BY-LAWS
As Wendy discussed at the March board meeting it was recommended that we consider eliminating two more vacant board seats to ensure we maintain compliance with CSBG program standards, which is the board shall not have a vacancy longer than 9 months. We have had two low-income representatives vacant for 11 months, one in Harrison and the other one in Monona. Wendy recommend eliminating the two vacant low-income representatives which would change the composition of the board to 10 public, 8 low-income and 4 privates for a total of 22 seats. The 8 low-income representatives could represent any of the 10 counties. The proposed changes are highlighted on page 2- 6.01 Composition of the Board-changed from 24 to 22 members and page 3- 6.02 B. Representative of the Low-Income-changed the total number from 10 representatives to 8 within 10 counties, with no more than one low-income representative per county. Bryan Swain has already reviewed the changes. Charla Schmid made the motion to approve the changes to the WCCA By-Laws. Molly Cummings seconded. Motion was carried. All Board of Directors will receive an updated copy and will sign off that they received them for CSBG Organizational Standard compliance. Please utilize the postage paid envelope to return the sign-off form.

FY 2027 FADSS CONTRACT DESIGNEE APPROVAL
The Chairperson of the Board of Directors is the official authorized to execute any amendments related to FY 27 FaDSS contract. We are requesting board approval to allow Charlie Parkhurst as Board President to designate the Executive Director or the Chief Financial Officer to execute amendments on behalf of the Chairperson of the Board of Directors for the FaDSS contract. Justin Williams made the motion to approve the Board President to designate the Executive Director and Chief Financial Officer to execute amendments on behalf of the Chairperson of the Board of Directors, Cynthia Williams seconded. Motion was carried.

HEAD START COMMUNITY NEEDS ASSESSMENT APPROVAL
Danni stated the Head Start Community Needs Assessment is a Head Start Performance Standard requirement that needs completed every 5 years and updated annually. Danni presented the information and explained the recommendations on page 10. This information will be used for program planning and budgeting for the Head Start grant this fall. We are requesting board approval of the Head Start Community Needs Assessment. Kris Olson Harmon made the motion to approve the Head Start Community Needs Assessment, Charla Schmid seconded. Motion was carried.

HEAD START/EARLY HEAD START PROGRAM UPDATE

- Wendy thanked everyone for voting electronically to submit the carryover amendment for the playgrounds. We were notified right before it was supposed to be approved that Head Start Midwest Region decided we needed to do a carryover instead of an extension. This change was extremely frustrating as we had to submit a new budget, narrative, and have new approvals from Policy Council and the Board of Directors. We are still waiting on the approval and more than likely our vendors will have to push the renovations off until 2027.
- We are still waiting on the Notice of Award for the second half of Head Start funding and the COLA.
- The Administration for Children and Families released a notice of proposed rulemaking (NPRM) titled "Restoring Flexibility to Support Head Start Program Access". The proposal primarily focuses on removing the workforce compensation requirements from the Head Start Program Performance Standards, aiming to increase flexibility for programs. Programs had until 2030 to implement pay parity for Head Start teachers compared to school district teachers. Unfortunately removing this standard doesn't change the growing issue of additional funding needed to run the program. People are able to post comments to the changes for 30 days.
- We currently have 7 openings in Head Start and Early Head Start: Denison Family Advocate, Council Bluffs Head Start Teacher, Harlan Food Service, Red Oak Head Start Teacher, Red Oak Assistant Head Start Teacher, Early Head Start Home Based, and an Instructional Coach/Professional Development Coordinator.
- The end of April enrollment numbers for Head Start and Early Head Start were great. 245 in Head Start, funded enrollment is 249, which is 98%**.** 89 in Early Head Start, funded enrollment is 92, which is 97%.
- We have fully executed school contracts for the 26-27 school year from all our school partners which includes: West Harrison, Council Bluffs, Clarinda, Harlan, West Monona, and Red Oak.
- Head Start/Early Head Start staff are actively recruiting for the 2026/2027 school year. If you know of any families that would be interested, please refer them to WCCA's Facebook page or call the Head Start office at 712-755-7537.
- We did receive our CLASS monitoring review report. The report will be included in the June board packet. This review entailed us videotaping classrooms and submitting them for review. They evaluate Emotional Support, Classroom Organization, and Instructional Support. We scored well in all areas. A big thank you goes to Danni and the teaching staff for doing such an outstanding job.
- Danni stated the last day of school for our Head Start standalone classrooms is May 20. They will have their end of the year celebration on Friday with all staff.

JUNE AND JULY BOARD OF DIRECTORS MEETINGS

Wendy stated she does not feel we will have anything needing approval in June or July. The Executive Committee can always schedule a meeting if needed. Justin Williams made the motion to not have a June or July Board of Directors meeting. Trista McLaughlin seconded. Motion was carried.

STAFF REPORTS

The Directors present had nothing new to add to their reports.

FISCAL REPORT

There was nothing new to add to the Fiscal report.

EXECUTIVE DIRECTORS REPORT

- There are two CSBG handouts included in the board packet from Iowa HHS. One notifying us of our second and third quarter funding for CSBG. The total amount we are able to spend is $401,513. This is great news as the release of funding was being held up by the Office of Management and Budget. The second letter states CSBG funded services and benefits remains at 200% of the federal poverty guidelines.
- Keith submitted the proposed FY 2027 CCR&R budget in the amount of $1,296,976, which includes $80,000 for the Growing Iowa Incentives. The incentives are provided to registered childcare homes or centers for health and safety items, developmentally appropriate toys or equipment. The budget was accepted and the contract is getting finalized for the upcoming year. At the anticipated funding level, we plan to employ 11 full-time CCR&R positions to provide resources, education, and advocacy to support quality childcare in 17 counties in Southwest and West Central Iowa. The new amendment starts July 1. We are currently advertising for additional Child Care Consultants.
- A program review letter is also included in the board packet from our CCR&R Program Manager. It was very complimentary of our program and staff. Wendy thanked Deb Martens, CCR&R Director, and her staff for the great work they are doing to improve and expand childcare across our region.
- LIHEAP officially ended on April 30th. We had the same number of approved applications as we did last year of 4,546 for over $2.3 million. A big thank you goes to the LIHEAP staff and outreach for their hard work.
- WCCA received an amendment last week awarding us an additional $161,531 in ECIP funds as the feds released the remaining 10% of LIHEAP to the states. We were completely out of crisis funds, so this was welcome news. We are anticipating it will go fast.
- WCCA had our in-home monitoring review on May 14. They visited 4 homes in Atlantic, Oakland, Anita and Neola. The administrative review will be July 21-22. The in-home review went well and a final report will be provided to the board once it is completed. A big thank you goes to Beka Paul for having everything organized and completed.
- Keith had to complete another CACFP financial audit. This audit is for FY 2026 and requires all documentation regarding bank account activity and accounting of reported expenditures with Child and Adult Care Food Program payments. The intent is to make sure CACFP funds are properly used. It is a very time-consuming process.
- The outreach offices again will be closed on Fridays in the summer except for Fremont County in Sidney which will be open on Fridays. The Crawford County office in Denison and Pottawattamie County office in Council Bluffs will be open three days a week. The change in hours will be from June 8-August 28.
- We hired a new part-time outreach assistant for our Harlan office, and she is doing fantastic.
- Our FaDSS Program had 94 families enrolled with a contracted enrollment number of 95, which is 99% for the month of April and have had 93 enrolled for the month of May which is 98%. We continue to actively recruit as we have exited several families due to a specialist retiring.
- Cathy Jager, a longtime FaDSS Specialist retired on May 8, after almost 29 years with WCCA. She has impacted so many families over the years and she will be greatly missed. We are advertising for the position and hope to have someone on board soon as we want to maintain our 95% enrollment rate.
- We asked the state if they would provide us a waiver for maintaining the 95% while we hire and train a new specialist and they declined.
- A handout from Iowa HHS is included in the board packet. The letter dated 4/21/26 renews our FaDSS contract for FY 2027, which starts July 1. The contract is for the same amount as last year of $501,793

for an assigned capacity of 95 families. Keith has already completed and submitted the FY27 budget to the state.

- The FY 2027 budget was released and once again it proposes to eliminate the Community Services Block Grant (CSBG), LIHEAP and Weatherization programs. This is just a proposed budget and there are a lot of challenges ahead before this could even become a possibility. All programs have maintained bi-partisan support over the years and Wendy is confident it will continue. The good news is the Office of Management and Budget (OMB) released the remaining 10% of LIHEAP funds and the second and third quarter of CSBG funds after mounting congressional pressure including Senator Grassley.
- WCCA offices will be closed on May 25, for Memorial Day, June 19, for Juneteenth and July 3rd for the July 4th holiday.
- We also hired a part-time receptionist for our administrative office. She started May 5 and is doing great and learning quickly.

Charla Schmid made a motion to adjourn at 6:09 p.m. Justin Williams seconded. Motion carried.

Respectfully Submitted,

Kris Olson Harmon
WCCA Board Secretary

WCCA BOARD MEETING
August 18, 2026

The West Central Community Action Board of Directors meeting was held August 18, 2026 at the WCCA Executive Office, Harlan, IA. President, Charles Parkhurst called the meeting to order at 5:30 p.m. Staff attending were: Wendy Mueller, Keith Bruck, Angela Bladt, Brittany Schoof, and Danni Segebart.

ROLL CALL

Wendy Richter, Cass- Zoom
Jean Heiden, Crawford- Zoom
Donna Childress, Crawford- Zoom
Connie McGee, Crawford- Zoom
Brian Rife, Harrison- Zoom
Trista McLaughlin, Harrison- Zoom
Angie Winquist, Mills-Zoom
Donna Maddocks, Mills-Zoom
Charla Schmid, Montgomery- Zoom
Lisa Connell, Page- Zoom
Molly Cummings, Pottawattamie- Zoom
Charles Parkhurst, Shelby
Bryan Swain, Shelby

A quorum was declared.

Excused Absences:

Justin Williams, Cass
Dustin Sheldon, Fremont
Cynthia Williams, Fremont
Tom Brouillette, Monona
Pat Berendes, Montgomery
Todd Maher, Page
Jeannine Liljedahl, Page
Jeff Jorgensen, Pottawattamie
Kris Olson Harmon, Shelby

ADDITIONS OR AMENDMENTS TO THE AGENDA

There were no additions or amendments to the agenda. Brian Rife made the motion to approve the agenda, Lisa Connell seconded. Motion was carried.

APPROVAL OF MAY MINUTES

Charla Schmid made the motion to approve the May minutes. Angie Winquist seconded. Motion was carried.

OLD BUSINESS

There was no old business.

NEW BUSINESS

FY 2025 IRS FORM 990 PRESENTATION BY DAVID GINTHER OF GRONEWOLD, BELL, KYHNN AND CO.

Faith Thomsen from Gronewold, Bell, Kyhnn and Co. P.C. presented the FY 2025 IRS Form 990 in detail to the Board of Directors via Zoom. IRS Form 990 was emailed to all Board of Directors prior to the board meeting. Charla Schmid made the motion to approve accepting the FY 2025 Form 990, Jean Heiden seconded. Motion was carried.

PERSONNEL POLICY UPDATES APPROVAL

Everyone received copies of Personnel Policies #220 Lay-Off Periods, #307 Sick Leave/Sick Leave Conversion, #601 Family and Medical Leave, #711 Agency Vehicles and Business Driving and #712 Driver's License, Auto Liability Insurance & Motor Vehicle Record Check. Angela Bladt, HR Director, explained all proposed changes to the board. All proposed changes were also approved by the Head Start Policy Council. We are requesting board approval to approve all proposed changes and the entire WCCA Personnel Policy Manual. Angie Winquist made the motion to approve changes to Policies #220 Lay-Off Periods, #307 Sick Leave/Sick Leave Conversion, #601

Family and Medical Leave, #711 Agency Vehicles and Business Driving and #712 Driver's License, Auto Liability Insurance & Motor Vehicle Record Check and the entire WCCA Personnel Policy Manual. Charla Schmid seconded. Motion carried.

USDA RURAL DEVELOPMENT 2026-2027 BUDGET APPROVAL
Keith reviewed the board handout USDA Statement of Budget, Income and Equity for the Shelby County Early Childhood Center for the period of October 1, 2026 to September 30, 2027. Keith explained this is a requirement for USDA and the building houses Head Start and Early Head Start programs. Lisa Connell made the motion to approve the USDA Rural Development 2026-2027 Budget. Jean Heiden seconded. Motion was carried.

FY2026 CSBG BUDGET AMENDMENT APPROVAL
Keith Bruck stated we received notification that Community Action Agencies of Iowa received additional FY 2026 CSBG funding and are increasing WCCA's original budget by $3,407 for a total award of $535,351. This amount has been added to Other Supplies and will be used for the NEXUS database license. We need board approval to submit the CSBG budget amendment. Trista McLaughlin made the motion to approve the FY2026 CSBG Budget Amendment, Angie Winquist seconded. Motion was carried.

FY 2027 ORGANIZATIONAL BUDGET APPROVAL
2026-2027 Organizational Budget was provided to all Board of Directors in their board packet. Keith stated this is a requirement for CSBG but provides a great overview of the Agency. Keith explained the budget in detail. He stated there was an increase from the previous year as all programs are expected to be funded at the full amounts. Brian Rife made the motion to approve the Annual Agency Wide Organizational Budget for 2026-2027, Lisa Connell seconded. Motion was carried.

FY 2027 LIHEAP CONTRACT APPROVAL
We have not received the FY 2027 LIHEAP contract yet, however we are expecting to receive a similar budget to FY 2026. Amendments will be forth coming throughout the program year. We will end FY 2026 with a budget of $2,896,266 for LIHEAP. We are requesting Board approval to accept and have the Board President and Executive Director sign the FY 2027 LIHEAP start-up contract once it is received from the State. Charla Schmid made the motion to approve the Board President and Executive Director to sign the FY 2027 contract, Angie Winquist seconded. Motion was carried.

FY 2027 CSBG, LIHEAP, AND WEATHERIZATION CONTRACT DESIGNEE APPROVAL
The Chairperson of the Board of Directors is the official authorized to execute any amendments related to the FY 2027 CSBG, LIHEAP, and Weatherization contracts. We are requesting board approval to allow Charles Parkhurst as Board President to designate the Executive Director and Chief Financial Officer to execute amendments on behalf of the Chairperson of the Board of Directors. Angie Winquist made the motion to approve the Board President to designate the Executive Director and Chief Financial Officer to execute amendments on behalf of the Chairperson of the Board of Directors, Jean Heiden seconded. Motion was carried.

EXECUTIVE DIRECTORS SUCCESSION PLAN APPROVAL
Wendy explained that the Executive Director's succession plan is a requirement for CSBG Organizational Standards and was last reviewed in 2022. It outlines principal duties and responsibilities, vacancy plans either planned or unplanned, and a calendar of activities. There were a few items that needed to be updated such as the number of board members, programs, and a few monthly activities. Wendy asked for board approval to approve the Executive Director's Succession Plan and once approved she will update the Board approval date in the document. Charla Schmid made the motion to approve the Executive Directors Succession Plan. Angie Winquist seconded. Motion was carried.

HEAD START SELF-ASSESSMENT APPROVAL
Danni explained the self-assessment is completed every year. The self-assessment analyzes program data, strengths, and opportunities for growth. This is used to make any necessary adjustments to the program and provides the Self-Assessment Action Plan with a timeline. Angie Winquist made the motion to approve the Head Start Self-Assessment. Jean Heiden seconded. Motion was carried.

HEAD START/EARLY HEAD START POLICY UPDATES APPROVAL
Danni explained the changes to policy Prenatal Enrollment and Health Education. The changes address how to collect the information and what forms should be used. The following policies are new: Access to Children, Cell Phone Usage, TEACH Scholarships, and Technology Use in the Classroom. The Access to Children policy pertains to any individual who has not had a background check completed, cannot be alone in the classroom with children. The Cell Phone Usage policy does not allow staff to use their personal cell phones while children are present. The TEACH Scholarships policy states any staff person obtaining financial support through a TEACH Scholarship, will be required to submit an Educational Repayment Agreement stating they will remain employed with the program for an additional 3 years after completion of the degree or they will have to repay WCCA Head Start for expenses. The Technology Use in Classroom policy states there must be a clear educational objective documented on the lesson plan to justify the use of technology. Technology is a supportive tool but not a primary teaching method for children 0-5 years old. The policy change and new policies have already been approved by the Head Start Policy Council. Lisa Connell made a motion to approve the Head Start/Early Head Start policy change and new policies, Angie Winquist seconded. Motion carried.

HEAD START/EARLY HEAD START PROGRAM GOALS UPDATE
Danni explained the Head Start Program Goals handout and the progress that has been made to date. These goals are for 5 years, and we are currently on year 3. Danni stated the chart shows which ones have been met and which goals are still in progress. Danni and her management staff look at these monthly and make changes if needed. Danni will provide additional updates on the progress in the future.

HEAD START/EARLY HEAD START PROGRAM UPDATE
- Early Head Start was 100% fully enrolled at 92 for the month of July. Danni added that we are still struggling to recruit children and September will likely be under enrolled. They are struggling to find children for our Denison Head Start Classrooms.
- Head Start currently has 2 open positions. Angela and Danni have been very busy recruiting, interviewing, and conducting new employee orientations.
- The Office of Head Start letter dated August 4, was included in the board packet. It outlines our renewal application for the upcoming budget year of 2/1/27-1/31/28 that is due November 1. The annual funding and enrollment levels remain the same. Danni and Keith will present the application and budget at the October board meeting. The letter also outlines one-time improvement requests can be submitted for program improvement needs. We already have a supplemental grant request and a carryover request submitted for playground improvements and are still waiting to hear if they will be approved.
- The Office of Head Start letter dated August 10th was included in the board packet. Danni and Wendy met with monitoring review staff on July 27, to discuss the finding that was identified during our FA 2 review in February. We had one area of noncompliance under "Safe and Sanitary Environments". Initial fingerprint check results were not received prior for three of 36 staff members hired in the last 12 months. All three staff members work for school partners who are responsible for maintaining compliance with Head Start standards as outlined in their contracts. Danni communicated with school districts on the changes immediately to ensure future compliance. We also updated written policies and increased monthly monitoring. The review team accepted our corrections, and the area of noncompliance is now closed.
- IM-26-01 Enrollment Reductions was included in the board packet: The memo is intended to support timely and consistent decision making while preserving the availability of Head Start and Early Head Start slots. The memorandum establishes a clear review process and identifies what information grantees should submit for Change in Scope Requests. OHS will use these standards to evaluate, approve, or deny the requests. There has

been a large increase in submissions of Change in Scope requests which has resulted in a loss of slots. However, this is due to multiple factors such as programs not being able to meet the 97% enrollment initiative due to competing with school pre-school programs, mandatory pay parity for staff, and increase in challenging behaviors which require more staff.

- There are now two pathways for review of Change in Scope applications. If a request pairs a reduction in funded enrollment with a proportional reduction in federal funding programs will receive expedited consideration within 30 days. If your application does not reduce funding, then it will receive a comprehensive review that includes additional documentation such as a Community Needs Assessment and letter of support from various organizations.
- All Head Start staff returned yesterday for pre-service and will be getting ready for the new school year. The first day of school is September 1 for our stand-alone classrooms.
- The new roof and siding for the Head Start admin building has been completed and it looks great. The repairs were needed after the 2024 storm.
- We will also be replacing the roof at our Atlantic Head Start building as it has significant leaks. We have already received a bid and the contractor will be starting soon.
- The Notice of Proposed Rule Making or NPRM for Head Start was released on August 7. The NPRM is 200 pages and proposes to rescind and replace the Head Start Program Performance Standards. It states the new proposed standards would significantly reduce Federal burden, return local control to Head Start agencies, reduce unnecessary duplication and emphasize the critical role of health, nutrition, and physical exercise in young children. There is a 60-day comment period.
- A NHSA document was emailed out and provides a condensed overview of the key proposed changes. A few of the proposals include:
  - Cap the administration costs which would go from a max of 15% to 5%. Our agency currently operates between 9-11%. No Head Start program would be able to operate with only 5% admin.
  - Staff to child ratios would be allowed to align with state guidelines, which are much higher than Head Start.
  - Remove all qualification requirements for non-teaching staff and would prohibit programs from incentivizing degrees or credentials.
  - Would remove specific requirements related to early support services, coordination of services and other disability related requirements.
  - Families would no longer receive the same level of health care coordination, as programs would no longer be required to determine whether children have ongoing care once they are enrolled.
  - Families must provide proof of homelessness.
  - Programs would only be required to provide three hours of service per day for Head Start children.
  - All regulations regarding Home Based services would be removed, including caseload limits, service duration and program design.
  - English only instruction.
  - Programs would be required to provide educational materials and instruction on the values of a healthy marriage.
- Head Start provides high quality services not only to the children but the entire family unit. We provide health screenings, nutrition, disability services, mental health supports, family engagement, and connections to community resources, all in addition to education. It is important to note that some proposed changes go against the Head Start ACT which is law and cannot be changed unless it is reauthorized by Congress.
- Our main focus right now is that the proposed rule is not final and does not change how Head Start programs operate. It does not alter the Head Start Act, reduce federal funding, or close classrooms. Programs will remain open; services will continue as normal, and recruiting families should remain the highest priority.
- Approximately one-third of all Head Start and Early Head Start slots are operated by Community Action Agencies. In total Head Start serves nearly 700,000 children, roughly 250,000 staff, and more than 1,600 Head Start grant recipients nationwide.

- The feds estimate the changes would reduce expenditures by approximately $2.2 billion and increase approximately 116,000 Head Start slots and 45,000 Early Head Start slots.
- Danni and Wendy will be attending several meetings over the next 2 months regarding the NPRM and working on comments to submit. Wendy is highly encouraging staff and parents to submit comments and document what works, what children need, and that the current standards protect the quality and integrity of the Head Start program. Comments can be submitted online through Regulations.gov and search for docket number ACF-2026-0595.

SEPTEMBER BOARD MEETING

Wendy stated she does not feel we will have anything needing approval in September. The Executive Committee meeting can always be scheduled if needed. Wendy recommended that we do not have a September meeting and October 20, 2026 will be the next meeting. Brian Rife made the motion to not have a September Board of Directors meeting, Charla Schmid seconded. Motion was carried.

STAFF REPORTS

The Directors present had nothing new to add to their reports.

FISCAL REPORT

Keith had nothing new to add to his report.

EXECUTIVE DIRECTORS REPORT

- On July 21 we had our CACFP onsite administrative review. The final report was included in the board packet. The state staff were very complimentary of our program. They stated we had good relationships with our providers, files were organized, tiering maps were accurate and fiscal documents were verified and accurate. We only had two minor areas of technical assistance for income verification and CACFP trainings. Overall, it was excellent, and Wendy thanked Brittany, Keith and Beka Paul the CACFP Specialist for doing such a great job.
- CCR&R finished FY 2026 on June 30, and started their new grant on July 1. A few of the highlights from the year include:
  - A 97% overall satisfaction rating for all provider types with staff training and technical assistance.
  - 21% of eligible providers had an IQ4K rating at the end of the 4th quarter.
  - Growing Iowa served 31 programs for a total of $80,640.
  - 450 unduplicated programs receiving technical assistance in the region.
  - The IQ4K applications being submitted without the need for follow-up has increased to 54%.
  - Providers continue to report satisfaction with TA and Professional Development services.

The CCR&R team continues to improve service delivery of childcare services and Wendy appreciates their efforts. We currently have 329 registered providers in our service territory (loss of 20). There continues to be a loss of registered child development homes, while licensed centers are holding steady.

- In Wendy's July report she stated that Deb Martens, CCR&R Director will be retiring in October. She has been a dedicated WCCA employee and effective leader for 23 years. Throughout her years of leadership Deb has been a trusted advocate for children, families, and childcare providers, helping expand access to quality early childhood programs while offering guidance, training, and support to countless communities. Her passion, commitment, and collaborative spirit have left a lasting impact on the region and the many lives she has touched.
- We conducted 2 interviews on August 13, and will conduct another one this week for the CCR&R Director's position and hope to make a decision soon.
- FY 2026 CACFP Center Based and Home-Based Funding Applications are due August 31st. Keith, Brittany and Danni are in the process of completing the FY 2027 Child and Adult Care Food Program Center Based and Home-Based renewal funding applications. For center based we receive cash reimbursements for meals and snacks at 13 Head Start and Early Head Start Classrooms and are included on 7 school district's CACFP

reimbursements. The Home Based CACFP provides reimbursement to licensed home childcare providers that serve approved CACFP meals to income eligible children. We are projecting to work with 55 homes per month and will employ 2 staff.

- The new FaDSS contract started July 1, with the same contracted capacity number of 95 families. We have currently served 74 families in the month of August or 78% as we have been three specialists down. We have hired 2 new FaDSS Specialist and are still advertising for one position. Mary and Wendy met with the state FaDSS staff as they wanted to discuss staffing and capacity. It was a very collaborative meeting with the state offering to assist in new specialist training and review files since Mary is having to take on a larger caseload. They are also going to allow us to conduct virtual visits with some families to reduce the burden on the staff.
- LIHEAP season is right around the corner. Elderly and disabled clients can start applying October 1, and all households can start applying November 1. We have started to send out Automatic Eligible Applications to clients who qualify. The state continues to work on the LIHEAP database and making adjustments, we are hopeful the application process will continue to get smoother.
- We are continuing to recruit staff for the Denison County outreach office. With LIHEAP starting October 1, we have a backup plan in place to ensure the office will be open two days per week as required for the LIHEAP program. Harrison County Outreach office is currently open on Tuesdays as the staff member is out on medical leave.
- Federal fiscal year 2026 ends September 30. The Senate and House seem to have found common ground on one basic principle that the federal government should remain open. The proposed agreement would maintain most current federal funding into December and delay the controversial OMB guidance. If all goes as planned, Congress will prevent a September shutdown and give itself more time to negotiate a longer-term solution. The next deadline falls on December 11.

Lisa Connell made a motion to adjourn at 6:28 p.m. Brian Rife seconded. Motion carried.

Respectfully Submitted,

Kris Olson Harmon
WCCA Board Secretary