

Child Development Coordinating Council (CDCC) Minutes

Sept. 9, 2025

9 a.m. – 12 p.m.

Hybrid Meeting, Grimes Building – RM 2SW

Voting Members Present: Kimberly Villotti, Tonya Krueger, Jessica Burger, Heather Rouse, Beth Van Meeteren

Voting Members Absent: Shelley Horak, Head Start Parent vacant position

Non-Voting Members Present: Ami Leath

Non-Voting Members Absent: Teri Orr, Sharon Burke

Staff to Council: Marianne Adams, Amy Stegeman, Monica Shuey

INFORMATION/DISCUSSION Item

Welcome and Roll Call

Chair Tonya Krueger called the meeting to order and asked members to introduce themselves.

Public Comment

No members of the public were in attendance.

ACTION ITEM

May 2025 Meeting Minutes

Marianne Adams shared a link to agenda and meeting minutes. The minutes were also emailed ahead of time. The group was asked to review the May 2025 meeting minutes.

Beth Van Meeteren made a motion to approve the minutes, a second followed by Jess Burger. The motion passed unanimously.

June 2025 Meeting Minutes

The group to reviewed the June 2025 minutes. A motion was made by Beth Van Meeteren to approve the minutes and was seconded by Heather Rouse. The motion passed unanimously.

July 2025 Meeting Minutes

The group reviewed the July 2025 minutes. A motion was made by Beth Van Meeteren to approve the minutes and was seconded by Jess Burger. The motion passed unanimously.

INFORMATION/DISCUSSION ITEM

FY27 Preschool and Parent Support Funding

Tonya Krueger reminded the group there is code that outlines the responsibility of the Council regarding preschool and parenting funding. She then quoted the code as follows:

“279.51. a. Funds allocated under subsection 1, paragraph “b”, shall be used by the child development coordinating council for the following:

(2) At the discretion of the child development coordinating council, award grants for the following: (a) To school districts to establish programs for three-year-old, four-year-old, and five-year-old at-risk children.

(b) To provide grants to provide educational support services to parents of at-risk children age birth through three years.”

Tonya reminded the Council initiated grant applications for both preschool and parent support programs for FY26. The goal today is to determine which grants to initiate for services to begin in FY27. In July of this year, PJ West offered an overview of Health and Human Services family support programming. The overview provided context for understanding other family support program services in Iowa and to inform the Council. The number of Shared Visions grants in FY25 totaled four parent support and 48 preschool grants respectively.

Beth Van Meeteren noted keeping the funding flexible would be the most considerate to both preschool and parent support programs. Jess Burger said this would be essential for helping to fund school and local community programs. Tonya asked how many parents support groups applied last cycle. Amy Stegeman said 19 parent support programs applied and five were funded. She added for preschool grants, around 90 programs applied and only 50% were funded. Kimberly Villotti noted the general consensus seemed to be moving forward with both opportunities. The group agreed.

ACTION ITEM

FY27 Preschool and Parent Support Funding

Based on the previous discussion, a motion was made by Beth Van Meeteren to maintain the status of how the Council previously handled both grant opportunities, moving forward with Shared Visions grants for preschool and parent support. A second was made by Heather Rouse. The motion passed unanimously.

INFORMATION/DISCUSSION ITEM

Timeline for release of Shared Visions Applications

Marianne Adams shared proposed dates for the Shared Visions Preschool and Parent Support application process based upon Iowa Code 279.51 and 256.A along with rules in the Iowa Administrative Code (IAC) 281-64.

Proposed preschool applications could open on November 21, 2025 while parent support applications could open January 27th. Recorded webinars to review legislation and application process as well as a date to submit questions in writing were also discussed. Notifications of awards could be released early March 2026 for Preschool and early May 2026 for Parent Support grantees. Contracts could be issued within 45 days of the state appropriation being finalized for both programs.

Ami Leath advocated for moving up the webinar date so that everyone can have the applications processed by the holidays. She recommended the information webinars be available with the application dates opening.

Kimberly Villotti noted last year's application was paused due to the Governor's request. Jess Burger asked for clarification on why last year's Shared Visions preschool application was paused and why the approved timeline wasn't adhered to. Kimberly noted the application process was paused just before public release.

ACTION ITEM

Timeline for release of Shared Visions Applications

A motion was made by Beth Van Meeteren to move forward with the edited dates of the proposed application timeline for FY27. It was seconded by Kimberly Villotti. The motion passed unanimously.

INFORMATION/DISCUSSION ITEM

CDCC Chair and Vice-Chair

Tonya Krueger reminded the group she became the chair in July with the new fiscal year and the Council is still looking for a vice-chair. The position must be filled based on administrative rule.

Details for the position were provided. The position must be filled by a voting member who would serve two years as vice-chair and then serve two years as chair. The vice-chair shall assume the role of chair if the chairperson is absent during a meeting. The position should be able to attend a short orientation, provide time for short preparation meetings in addition to the CDCC meetings. Tonya noted facilitator notes are provided by staff.

She then asked the group if anyone is interested in the role.

Ami Leath and Beth Van Meeteren noted that they are both unavailable to serve in this role. Tonya shared more information about the role.

Based on no interest being shared at this point, Tonya asked how the Council would like to proceed if the vice chair position is not filled and Tonya is not present at a meeting. An answer was not provided.

INFORMATION/DISCUSSION ITEM

Review By-Laws

Tonya Krueger shared the By-Laws and asked the group to review them.

The group reviewed the membership section. Beth Van Meeteren said the membership has been reduced by two. She noted adding two more voting members would help with leadership roles. Amy Stegeman noted she didn't know if Code limited voting members. She said this was something they would look into internally with the legal department.

The Council then looked at the community partners section of the By-Laws, asking the group if anything needed to be added. Amy said Monica Shuey will transition into the role as staff to the Council. She noted Monica also serves the Council as Head Start representative. Kimberly Villotti stated she would find out whether Monica would be able to wear two hats.

The Board Officer section of the By-Laws was reviewed. Tonya Krueger asked the group once again to consider volunteering for the vice-chair position. Amy noted the most important duty of this position is filling in if the chair is not available.

The Council then reviewed the section regarding meeting times, noting they are required to have four public facing meetings per year, with at least five voting members present in order to reach quorum. Tonya pointed out that they have recently decided to have shorter, more frequent meetings. She noted if any changes need to be made this topic can be on the agenda for an upcoming meeting.

Heather Rouse asked about quorum and expressed concern with the reduction of members, quorum is difficult to reach. She wondered if some meetings could be designated acceptable with a different quorum value or allow surrogates. Amy noted two-thirds of voting members equal quorum in administrative rule but staff will look into the suggestion of substitutes.

INFORMATION/DISCUSSION ITEM

Staff Updates

Marianne Adams shared staff will move forward with the renewal applications according to the timeline voted on by the Council. She reminded the Council the Preschool Application was approved by the Council last year with only minor changes needing to be made for this year. Upcoming Council meetings will have time to review both preschool and parent support applications in preparation for release in November and January respectively. Kimberly Villotti suggested looking at the preschool application at the next meeting and moving forward.

Year-end Reports, Carry-Forward Funding

Marianne Adams said based on a review of year-end reports, one Shared Visions parent support program reported carry-forward funding at the end of FY25. There were five SV preschool grantee organizations (across 8 grants) that reported carry-forward funds in FY25. These dollars will carry-forward into the FY26 grant year with the expectation they be used for the original intent and purpose and prior to the FY26 grant funds. Grantees will report on the use of these funds in October and those funds will be tracked as part of the FY25 grant award. Grantees have been reminded that any unspent grant funds from this year (FY26) will not carry forward since the grant cycle ends. The original intent and purpose of the funds would no longer be active due to the grant cycle ending.

Annual Report Update

Marianne Adams noted as the year end reports are wrapped up and data hygiene is performed, this data will go into the CDCC's annual report to the Governor. At the next Council meeting, the Council will be presented with data to review as well as a draft report. Topics and content remain the same or change as determined by the Council. During the next meeting, members will be asked to select success stories submitted by awarded grantees to be used in the annual report (if still desired by the Council). All grantee stories will be sent via email shortly after this meeting so members have a chance to review and come prepared for the Sept. 18 meeting. The Council will then select those to be used in the annual report.

A final version of the CDCC FY25 Annual Report to the Governor will need to be approved at the November CDCC meeting to meet the submission deadline in early December.

Shared Visions Web Page

Marianne Adams noted Shared Visions Parent Support and Preschool Programs web pages are now one page vs. two. This was recommended by the Department Communications Team and reduces duplicity.

FY27 Competitive Grant

Marianne Adams stated this work continues at the next meeting on Sept. 18.

INFORMATION/DISCUSSION ITEM

Group Updates

ECI System/Group Participation

Kimberly Villotti noted at the ECI State Board meeting in early this month, there was discussion around re-districting some of the ECI areas. There was also a presentation from Shelley Horak on the Early Intervention Bureau work. In the meeting, there were topics around child welfare and improving circumstances around community engagement and support.

Members

Tonya Krueger noted that Child Health Specialty Clinics (CHSC) in Iowa has a new website. There has been a lot of rebranding specific to CHSC. She said they will be getting separate web pages for Early Access and Nutrition in the future.

Beth Van Meeteren shared the University of Northern Iowa is working with 140 teachers across Iowa in STEM.

Heather Rouse shared I2D2 has been working closely in the early childhood and Head Start space to redesign the data drive. This year they will be going from 17 indicators to 37 indicators. The goal is to include as much data as possible. She noted it won't be available until sometime in the spring. She also shared Iowa State is continuing to roll out the Early Childhood and Family Certificate Program. They are looking for more ways to advertise the program.

Monica Shuey shared I2D2 work is going to help with community assessment data specific to Head Start. She noted the Head Start Collaboration office will work with Heather Rouse and her office to use the data to inform Head Start's five-year report.

Kimberly Villotti noted the Department has communicated two headline stories about Iowa Early Learning Standards and Iowa Quality Preschool Program Standards revision processes. Kimberly noted the Department is supporting six preschool cohorts of Teaching Strategies GOLD® Assessment professional development.

Adjourn

Tonya Krueger adjourned the meeting at 10:52 a.m.