In The Know, UDMO June 2023



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Three Kiwanis clubs of Estherville—Estherville Noon Kiwanis, Estherville Northstar Nights Kiwanis and Aktion Club—collected peanut butter and jelly for the Upper Des Moines Opportunity Inc., Emmet County Food Pantry at both the Estherville Fareway and HyVee stores this past Saturday. Thanks to generous donations from area residents, Kiwanis collected 146 jars (235 pounds) of peanut butter and 114 jars (177 pounds) of jelly. From left are Kiwanis member Dale Breuer, Ashley Cooklin, UDMO, and Kiwanis members Brooke Henricksen, Rita Patocka, and Rick Rosburg.







Clay Outreach recently moved to their new permanent location! 19 10th St SW in Spencer.









Monthly Happenings:

- **NEW Fiscal Director, Tyler Henderson!** He has been with UDMO working as our Payroll Specialist and assisting with many grants. Tyler has been instrumental in leading our agency through a smooth transition.
- **NEW Payroll Specialist**, Misty Wolff, has joined our Fiscal Department and brings prior payroll experience with her. She jumped right in learning Paylocity and our processes.
- Head Start had three Regional Office representatives visit our program. They visited some centers, participated in Policy Council and the UDMO Board Meeting/Annual Dinner. They were highly impressed with our program!
- Spencer Outreach
 - Ambassador visit June 20 at 9:30am.
 - Open House June 29 3:30-5:30pm.
 - Hope you can come tour our new facility!
- Roosevelt Renovations
 - Completion schedule for the end of July
 - Received \$10,000 from Emmet County Community Foundation

Next Board Meeting:

- LIHEAP
 - HEAP-3E-16 New Contract for June 1, 2023 September 30,2024. This contract is for \$158,280 of LIHEAP Emergency Supplemental funds. The funds are to be used for augmenting. (No equipment, training/technical assistance, Special Projects, or insurance line items.)
 - o LIHEAP-23ES-16 Amendment #4 increased contract by \$110,000 bringing total to \$1,244,385.00.
 - **LIHEAP-23ES-16 Amendment #5** moved \$144,361.37 out of Regular Assistance and put \$130,000 into ECIP and \$14,361.37 into Program Support.
- LIHWAP-21ARPA-16 Amendment #4 increased funding by \$87,000. Contract total is now \$338,342.00. Additional funding was allocated \$5,000 Admin, \$75,000 ECIP and \$7,000 Program Support.
- Weatherization
 - DOE-23-16 Amendment #1 awarded Weatherization \$479,447.
 - Weatherization Program Notice 23-01 updated manuals and forms for the Program Year 2023.
 - MEC-23-15 Amendment #1 added labor and materials each at \$7,508 per line item totally \$15,016. This brings the contract total to \$106,563.
- FaDSS
 - **FY 2024 funding will be \$380,619** pending Governor Reynold's signature on the appropriation bill. Our agency capacity is 76.
 - o FaDSS23-16 Amendment #5 adjusts line items in the budget to finish out the year.
- Housing
 - ICAA TBRA Agreement amended total costs from \$54,155 to \$70,455.
 - Program Assistance amended from \$52,890 to \$68,795
 - Technical Services maximum from \$3,589 to \$5,500
 - Administrative costs amended from \$1,265 to \$1,660
 - Match requirement changed from \$4,000 to \$5,440



Head Start

 Head Start IM regarding American Indian and Alaska Native Head Start eligibility through Tribal TANE.

KIDS

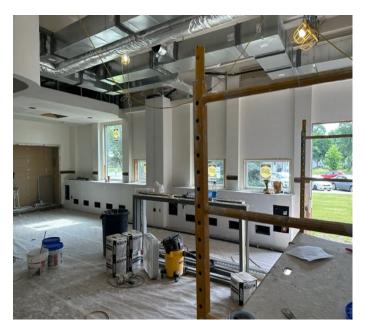
- o **lowa Child Abuse Prevention Program (KIDS) Report** from April 2023 finds the KIDS program in compliance with the requirements of the contract. Adequate financial controls for managing a complex funding system. The one recommendation to adjust mileage billing errors in the next invoice. This has been corrected.
- Amended contracts reflecting the change from Iowa Department of Human Rights to Iowa Department of Health and Human Services effective July 1, 2023.
 - CSBG-23-16 Amendment #5
 - o BHE-23-16 Amendment #1
 - o IPL-23-16 Amendment #1
 - FaDSS-23-16 Amendment #4
 - o IPL-23-16 Amendment #1
 - o DOE-BIL-22-16 Amendment #2
 - o DOE-23-16 Amendment #2

• State Audit Resolutions of Contracts

Department of Human Rights received UDMO's audit report for the period of October 1,209 through September 30, 2020. Included as a provision of those contracts listed above was a requirement that the programs and contracts be audited by an independent auditing firm. Based upon the audit report the provisions of the contracts have been met and generally accepted accounting principles were followed. Contracts reviewed: CSBG, DOE, FaDSS, HEAP, BHE, IPL, LIHEAP, MEC

Board News:

- Still searching for a representative from Humboldt, Pocahontas or Buena Vista with a background in accounting.
 - Apply at UDMO.com.
 - Go to the "About Tab" click on the drop down "Board" for the application.



Roosevelt, making progress!





Monthly Board Report:

Counties Served: Buena Vista, Clay, Dickinson, Emmet, Lyon, O'Brien, Osceola, Palo Alto, Pocahontas, and Sioux.

CACFP currently has 42 providers. 41 providers claimed for May. The Palo Alto provider that her license expired 3/31/2023 has decided to take the summer off and may consider renewing this fall. I have one BV provider that only cares for children of teachers so she is off for the summer as well.

I attended the State Conference in May. Overall it did exceed my expectations, however, with that being said, none of our questions regarding tiering or restructuring of territories were answered. There were lots of "we will have to see" and "we just don't know yet what is going to happen" at this meeting, so nothing concrete. IF they change the tiers back to a tier 1 and tier 2 status and leave the reimbursement rate the same as it is currently for the tier 2 folks with a slight bump for the tier 1 folks then I think that the damage will be minimal. However, if they drop the tier 2 providers rate back to what it was 2 years ago, there is going to be a huge fall out for sure!

So, I guess it is just a hurry up and wait game right now.

Recruitment efforts are ongoing. CACFP In-home Providers served the following meals in May:

	May 2022		
Breakfast:	5,859	6,601	
Lunches:	6,071	6,664	
Snacks:	7,119	8,085	
Suppers:	_ 194	205	
Total Meals Ser	21,555		





- A final Liheap payment was made in May. Total amount paid for FY23- \$2,738,960. Total of households approved for FY23 is 5,256. Total of households denied is 244.
- Last year for FY22, total amount paid was \$3,501,576, due to extra supplemental payments. Total of households approved was 5,235 and total of households denied was 294.
- LIHWAP ARPA Crisis has also been expended. I am waiting to hear back from State if we can receive any additional funds for this. At this time, LIHWAP is not being re-authorized for next year.
- CRISIS: 221 households received ECIP-Liheap Supplement 23ES Crisis funds in the amount of \$170,802.34.



Upper Des Moines Opportunity Strategic Plan

During the second half of UDMO FY2022, a team gathered to develop the UDMO FY23-25 Strategic Plan. The team is reviewing and tracking progress on a quarterly basis.

The overarching goals and abbreviated action steps for the next 3 years include:

Strategic Priority #1: Improve External Communication

- Creating a consistent UDMO Brand (Website, Logos, Colors, Letterhead, Social Media, etc.)
- Consistent advocacy for all UDMO Programs w/in the communities and amongst policy makers
- Share UDMO outcomes through UDMO Annual Report and on UDMO Website

Strategic Priority #2: Enhance Internal Communication Across the Agency

- Improvements to the UDMO, In The Know Newsletter
- Enhanced Employee Portal on Website and Add Online Job Applications
- Improved process for updating and share UDMO Policies & Procedures

Strategic Priority #3: Enhance Staff Development & Support

- Improved Orientation and Employee On-Boarding/Ever-Boarding
- Administration of Staff Surveys for Satisfaction and Input for Future Programmatic Improvements
- Gather Input and Offer ongoing Staff Professional Development Opportunities
- Improve Individual Program Training Processes for Frontline Staff
- Leadership Training and Skill Development

Strategic Priority #4: Provide Positive Customer Experiences with UDMO Programs

- Review and Improve Internal Customer Referral Processes
- Create a Uniform External Referral Process Across all Programs
- Develop a Standardized Online Intake Form for All Programs

Strategic Priority #5: Sustain and Expand UDMO Programs & Services

- Maintain the Highest Level of Fiscal Responsibility
- Expand UDMO Programs and Services as New Funding Opportunities Arise in Accordance with the UDMO Mission

UDMO Funding Requests Update:

Recent Foundation/Organizational/Trust Grants Submitted and Status as of June 2023	County	Program	Submitted/ Pending	Awarded	Denied
Spencer Renaissance Grant	CL	Back to School Shoes			Х
Elderbridge	All	CHORE			Х
Sheldon United Fund	ОВ	Outreach – Client Services	Х		
Black Hills Energy	CL	Outreach Renovation		Х	
Emmet County Community Foundation	EM	EHS Roosevelt Project		Х	
Care Connections of NW Iowa	CL	Outreach Entrance ADA		Х	
Teresa Treat Sterns	НА	Outreach – Client Services	Х		
United Way	BV, CL, OB	Outreach – Client Services	Х		

Program Grants Submitted and Status as of June 2023	County	Program	Submitted/ Pending	Awarded	Denied
Tennent Based Rental Assistance (TBRA)	All	Housing	Х		



Services: Partnership between Primary Care Providers and Community partners to support child development in children prenatal up to 5 years of age.

1st Five continues to be making progress in the area. 1st Five data entry system is changing from Signify over to "Iowa Connected" to begin end of June 2023. 1st Five Site Coordinators, Program Director, DSS (Developmental Support Specialist Family Workers) as well as 1st Five data entry staff will all be expected to complete a 1st Five State Consultant led training for the new Iowa Connected data system. 1st Five continues to submit monthly required reports into Iowa Grants.

In addition, here is what we have accomplished in regards to activities for February:

Focus Area 1: Meeting With Primary Care Physicians

- We provided presentations to Ackley Clinics and O'Brien County
- CSA4 has been working on <u>62</u> Referrals since 1st Five contract began in January 2023: (*Referrals by county of medical provider*) (up until June 12, 2023)

Calhoun: 0 Hamilton 11 Hardin: 7 Humboldt: 1 Pocahontas: 0 Webster: 31 Wright: 12

- 1st Five Site Coordinator will continue to work toward building relationships and increasing clinic partnerships in all counties.
- All medical clinics have been successfully contacted to introduce UDMO 1st Five and Site Coordinator, by phone, email, mail &/or in-person clinic visits.
- Medical clinics have been offered a presentation on 1st Five and Site Coordinator is working on locking in dates
 - Upcoming: Unity Point Family Medicine: Eagle Grove, Iowa Specialty Clinic June 2023

Focus Area 2: Meeting with Community Partners

- Meetings with Public Health including Hamilton, Wright, Webster
- Attended local Prevention Councils including Hardin County Circle of Life
- IRVECA: Iowa River Valley Early Childhood Agency (Hardin)
- Bee Inspired Program Advisory Council Meeting. (Hamilton, Hardin, Humboldt, Wright)
- Webster County Provider Meeting (Webster)
- Board of Health Meetings (Wright, Webster)

(Calhoun County)

• 1st Five organized a webinar presentation with the new MCO, Molina Healthcare with the intended audience of 1st Five, community partners and clinic staff on May 31, 2023. 1st Five Site Coordinator then followed up with all of the invited and attendees with attached handouts and Molina PowerPoint presentation on 6/12/23.

Focus Area 3: Referrals/Communication with Families

- Continues to facilitate referrals from providers and follow up with families.
- Provide local resources and program awareness with families. Help facilitate referrals to supporting programs and community resources/agencies to help address family needs.
- Communication methods to best meet family needs, mail, phone, text, email or possibly in person. 1st Five communication can be flexible to allowing some after-hour outreach also.

On-going efforts



1stFive & KIDS Continued:

On-going efforts:

- Completed Establish Peer Consultant Contracts with Primary Care Provider in Southern 4/12/2023 –
 Dr Andrea McLoughlin, MD Iowa Specialty Clinic Clarion, IA. 1st Five CSA4 is in the initial process of
 planning next steps for the Medical Peer Consultant Champion outreach.
- Finalize any subcontracts-Completed
- Subcontracted agencies/1st Five staff signed UDMO's Confidentiality Agreement Form
- All 1st Five Site Coordinators, DSS Staff, Subcontracted Staff & date entry staff have completed the state required 1st Five training topics and have signed completion form for UDMO records.
- Maintain and establish relationships with providers and community partners
- Update resource directory on an on-going basis and provide service updates
- Provide Continuing Medical Education Credits for physicians
- Continual Training and updates with Developmental Support Specialist Staff
- 1st Five Monthly meetings
- Professional outreach to clinics and increasing positive interactions and awareness with UDMO 1^{st-}
 Five.

Upcoming Changes:

- The new 1st Five Logo has been approved and UDMO has been granted permission from the state to begin ordering promotional outreach items to help raise awareness about 1st Five. Some of the approved items include pens, paper products, presentation folders, and other giveaway items using the 1st Five and/or UDMO Logo and contact information. These items are beginning to arrive June 2023.
- Continued communication with the state on approvals and outreach ideas
- State 1st Five Consultants have requested that written/printed documents be submitted for approval and have provided a google link for 1st Five Site Coordinators to submit items for review. Review process can take a few weeks to receive a response.
- Iowa Connected data entry system and trainings
- 1st Five Site Coordinators and Project Director are continuing to expand their education and broadening understanding by attending conferences and sharing information learned with staff.

1st Five is a public-private partnership bridging lowa's primary care and public health services. The 1st Five model supports health providers in the earlier detection of social-emotional and developmental delays and family risk-related factors in children birth to 5 and coordinates referrals, interventions and follow-up.

Accomplishments in the past month in CSA-1-

Focus Area 1: Partnership with Primary Care Physicians:

- We provided presentations to clinic managers and head nurse staff in Clay and Osceola County.
- In Clay County we held a morning training session (catered breakfast included) for 42 nurse/staff on 1st FIVE basics and the importance of universal screenings during well-checks with children birth to 5 yrs.
- Planned training on 1st FIVE basics for Osceola County at the end of June for all clinic nurses.
- Received referrals from providers new to 1st FIVE in Emmet and Palo Alto counties.

Focus Area 2: Meeting with Community Partners:

Attended DCAT meetings for Lakes Area and Kossuth County Cluster.



1stFive & KIDS Continued:

Focus Area 3: Referrals/Communication with Families:

• Facilitated referrals from providers and followed up with families.

Connected one specific family with AEA services in less than 24 hours from the point of initial provider referral. On-going efforts:

- The 1st FIVE team attended the Child Abuse Prevention Conference in Ankeny to complete additional professional development requirements.
- Peer Consultation Contract in northern counties is working towards full implementation by identifying a Provider Champion within engaged clinics.
- Promotional items ordered and received to help endorse 1st FIVE and UDMO with partners.
 1st FIVE referral form prescription style pads were delivered to various clinics within the service areas.
- Continued relationship building with providers and community partners through meetings and presentations.

Upcoming Changes:

Signify (the state reporting system) converted to the new lowa Connected platform for documentation in mid-June. Training sessions are ongoing to better comprehend the system.

Monthly Board Report-KIDS Program

Update:

In the month of May, I have been working with staff on home visit observations, evaluations, and professional development hours. I have completed on home visit observation and are looking at scheduling the second home visit observation.

I completed Allana and Bailey's evaluation this month, and if you see her congratulate her for being with the KIDS Program for two years and Bailey for one year!

We continue to receive referrals on an on-going basis and are looking at caseloads for both new staff and current staff. We renewed our Prevent Child Abuse Iowa (PCAI) Contracts and will be focusing increased efforts on our Emmet and Kossuth Counties. We are looking at a subcontract with Emmet County Public Health to provide family support services in Emmet County. We have had several meetings to discuss this and look forward to partnering with them to support children and families

In addition, we had a PCAI Audit for O'Brien County and passed. This is included in the Board Report for this month.

We scheduled our Parents As Teachers and Positive Behavior Intervention and Support Group Parent Education Training for June. We did have participants sign up, however no one attended.

Tyler Henderson, other fiscal staff and I have begun to plan for end of the year expenditures as well as looking at budgets. We will continue to discuss options for utilizing the rest of the funding to the best of our ability.





Number of Families Served in May 2023: 10

Number of Families Served in FY 2023: 25

Goal for 2023: 110 Homes

Weatherization Update:

The Weatherization Department for the month of May completed 10 Homes it was a busy month with great results. Now that we have received all of our funding for the FY23 year and our new priority is to get in contact with new clients. This will be very beneficial moving forward in the future, getting a number of homes started so we can continue to make our numbers for completed homes within the Weatherization FY'23 year. Not much went on this month as far as new news, but I just like to acknowledge my appreciation to the U.D.M.O. employees that work for our Weatherization program. I am extremely impressed with their ambitious work ethic and attitudes that they bring to work each and every day. This make's me feel so proud to be able to work with such individuals and that is a rare thing to be a part of. We will continue to push hard and create results and effectively assist our clients with their energy needs in our 17 county area that we serve.



Roosevelt Building

Kitchen Hood

We have contacted Larry from Maxwell's that the gas has been turned on. He will be in contract with Dullen who will come and get everything fired up and make sure it is all running correctly.

Sprinkler system

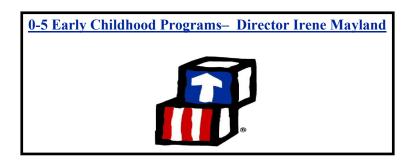
The sprinkler systems is moving along great. They are getting closer to the completion of the piping within the building. The final piece will be attaching to the new water line coming into the building, which will be installed at the end of June. Then piping can be completed and then inspected for leaks.

Classroom Remodel

Christensen Construction, UDMO, and CMBA had a meeting recently to discuss progress. Things are moving in the right direction. Christensen's have done great with the obstacles that they have endured. The sidewalk work in being prepared in front of the building. We are looking at a mid-July completion for the classrooms.

Jefferson Head Start

Currently working with Spencer School system as they agreed to pay for the supplies to get the two rooms back to a useable classroom. The school has paid for the supplies. Discussion continue as we plan for the future of that building.



Enrollment:

Head Start Programs in all counties are on summer break. Early Head Start is fully enrolled with 176 students for year-round programming.

Disabilities:

18 EHS students on IFSP's being served36 HS students on IEP's being served54 total students being served, which meets the 10% target

Continuing Education

Head Start CDA TEACH – 6 being support Early Head Start CDA TEACH – 4 being supported Total CDA's completed- 8 have completed CDA's

TEACH – 2 year or 4 year degree

Associates degree: 1 completed Bachelor's degree: 2 in progress

What's Happening:

Temporary EHS Classroom Closures:

Spencer – 1 closed due to shortage of employees, all students are being served through the home base program.

Recruitment efforts are ongoing.

Selection for the 2023-2024 has been completed for all sites and programs.

All registrations are scheduled for all sites in the month of June.



DHS Kelly McKeever: DJ dance party for last day of school at Emmet County Head Start.





20 Households (38 Individuals) were assisted.

TBRA:

12 Households and 25 Individuals

ERA:

Homeless Prevention: 7 Households and 12 Individuals Rapid Rehousing: 1 Household and 1 Individual

I have been busy training staff and keeping up with the rental assistance demand. We are still awaiting the arrival of the contract for the **Rural Unsheltered Housing Grant** through the Iowa balance of State Continuum of Care. We recently attended an initial meeting with a HUD TA regarding the **new project** and are waiting for more information.

Our application has been submitted for another round of Tenant Based Rental Assistance (TBRA) through the Iowa finance Authority.

We are currently working our application for the Local Competition Funding through the Iowa balance of State Continuum of Care.

We are also looking into additional housing funding called CHAMP.

Housing Staff will be attending the following **upcoming meetings**:

- Iowa/Nebraska Homeless Symposium in Des Moines June 13th and 14th
- Housing Iowa Conference in Cedar Rapids September 6th 8th

I am planning and organizing a **Focus Group** meeting in Buena Vista that will be held at the Storm lake Courthouse on June 28th from 10:00 am – 12 Noon. This meeting will help us connect with other service providers in Buena Vista County. This meeting will include those with lived experience who have utilized our Housing Program services. We hope to gain understanding of what works well for our clients as well as what could be improved as they navigate through getting rental assistance in our Region.

Clients in need of rental assistance should call the **Statewide Crisis Line** at 1-833-739-0065 to complete the intake process. The state of Iowa Crisis Line is now reporting same day call backs in most cases. All calls are being returned within 24 hours.





The following positions have recently been filled:

* Payroll Accountant, Central - Graettinger

The following INTERNAL transfers have recently taken place:

* Payroll Accountant to Fiscal Director

The following positions have recently separated employment:

- * EHS Teacher, Gingerbread Storm Lake
- * EHS Teacher, Gingerbread Storm Lake
- * EHS Assistant Teacher, Gingerbread Storm Lake
- * EHS Assistant Teacher, Jefferson Spencer
- * WRAP Cook, Jefferson Spencer

HR Tidbits:

- * When moving heavier items, remember to 'Team Lift' or use moving carts!
- * Keep a workspace that is clear of clutter!

Navigate - Wellness Program Stats:

- Wellbeing Survey: 81 Completed
- Personal Challenges: 10 Completed
 - REMEMBER to log in to Navigate and complete the Wellbeing Survey and three Personal Challenges to be entered into a drawing for 8 hours of vacation!

Work Comp Incident Report Recap:

In order to keeps our rates from rising, our goal is to provide a safe working environment to keep these incident reports to a minimum and avoid preventable work comp claims.

* March 2023: 5 Incident Reported

* April 2023: 1 Incident Reported

* May 2023: 2 Incident Reports

Staff Comments:

- * "UDMO does great things for families and if you truly want to help this is the place to do that!"
- * "I like the perks that are offered by UDMO that not many other companies offer summer hours, incentives and changing lives challenges."



Family & Community Services Director-Alisa Schlief



Webster, Wright, Hamilton, Humboldt, Palo Alto, Emmet, Buena Vista and Pocahontas

May 2023

Number of Families Served: for May 2023 71 families

Year to Date Families Served: July 1, 2022 to May 30, 2023: 119 families

When Gail and Jack signed on with the FaDSS program, Gail was working part-time and going to school in pursuit of her culinary degree. Jack was staying home with their daughter but was hoping to find employment. They just wanted to do their best to provide for their two children and be self-sufficient. After working with FaDSS, Gail is doing better than ever in school and is hoping to open a restaurant when she finishes her degree. Jack has a couple of job interviews lined up and is hoping one of those will help the family move a step closer toward their goal of going off FIP!

Outreach:

Webster, Wright, Hamilton, Humboldt, Palo Alto, Emmet, Buena Vista and Pocahontas

Upcoming Events:

Buena Vista County Outreach is in the planning stages of a fundraiser in partnership with Tyson for Ragbrai!

Webster County Outreach hosted DJ Bingo on May 19th and was able to raise \$600!

Gardening Programs are starting in Clay, Hamilton, Humboldt and Wright!

Clay County Outreach will host our Open House on June 29th

Outreach offices are now accepting applications for Back to School

Clay, Humboldt and Webster County offices are now taking applications for Farmer's Market checks!



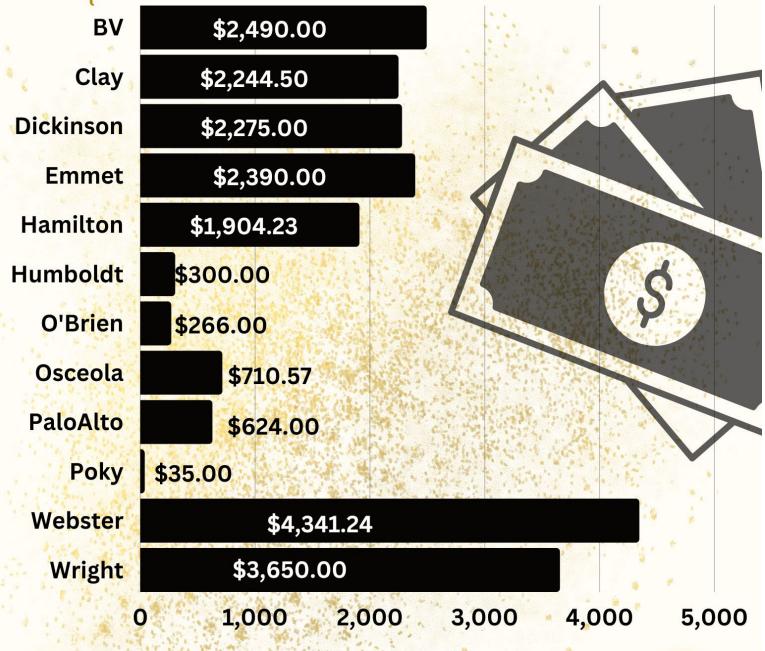


Submitted photo

Kiwanis Club donates to Upper Des Moines Opportunity

The Main Street, USA Morning Kiwanis Club recently donated \$250 to Upper Des Moines Opportunity to use for summer swim passes. Above, Kiwanian John Boughton is presenting the check to UDMO Outreach Specialist Jamie Flugstad.

Monetary Donations



Ontrench Report May 2023

