

Consent Agenda

January 25, 2022

MET IN REGULAR SESSION

The Board of Supervisors met in regular session at 10:00 A.M. All members present. Chairman Wichman presiding.

PLEDGE OF ALLEGIANCE

1. CONSENT AGENDA

After discussion was held by the Board, a Motion was made by Shea, and second by Belt, to approve:

- A. January 20, 2022, Minutes as read.

UNANIMOUS VOTE. Motion Carried.

2. SCHEDULED SESSIONS

Motion by Shea, second by Schultz, to approve Eastern Hills Drive water main extension agreement with Council Bluffs Water Works.

UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Shea, to approve tax suspension pursuant to Iowa Code Section 427.9, for property located at 100 Cambridge Cir., Council Bluffs, Iowa.

UNANIMOUS VOTE. Motion Carried.

Motion by Schultz, second by Shea, to approve Pottawattamie County 2022 Insurance Renewal.

UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Belt, and second by Shea, to approve the reappointment of Michael Genereux to the Zoning Board of Adjustment, with a term ending date of December 31, 2026.

UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Belt, and second by Shea, to approve the appointment of Austin Kay to the Zoning Board of Adjustment, with a term ending date of December 31, 2026.

UNANIMOUS VOTE. Motion Carried.

After discussion was held by the Board, a Motion was made by Belt, and second by Shea, to approve the appointment of Tyler Brunow to the Appeal Board, with a term ending date of December 31, 2026.

UNANIMOUS VOTE. Motion Carried.

Matt Wyant/Director, Planning and Development, and/or Pam Kalstrup, Acting Director of Planning and Development appeared before the Board to recognize Steve Pierce for his years of service on the Zoning Board of Adjustment since 2009.

Al Wegman appeared before the Board to discuss traffic signals on HWY 92. Discussion only. No action taken.

3. OTHER BUSINESS

Matt Wyant/Director, Planning and Development and Melinda Sorenson, Wellbeing Partners appeared before the Board for presentation of "Vivacity" Workplace wellness initiative for Pottawattamie County Employers and Residents. Discussion only. No action taken.

After discussion was held by the Board, a motion was made by Schultz, and second by Shea, to approve Job Description of Public Relations Manager, and the posting of said position.

UNANIMOUS VOTE. Motion Carried.

4. CLOSED SESSION

Motion by Belt, second by Shea, to go into Closed Session pursuant to Iowa Code 20.17 (3) for discussion and/or decision on labor negotiations / collective bargaining matters.

Roll Call Vote: AYES: Wichman, Belt, Grobe, Schultz, Shea. Motion Carried.

Motion by Shea, second by Grobe, to go out of Closed Session.

Roll Call Vote: AYES: Wichman, Belt, Grobe, Schultz, Shea. Motion Carried.

5. BUDGET DISCUSSION

Discussion only. No action taken.

6. ADJOURN

Motion by Belt, second by Shea, to adjourn meeting.

UNANIMOUS VOTE. Motion Carried.

THE BOARD ADJOURNED SUBJECT TO CALL AT 2:29 P.M.

Tim Wichman, Chairman

ATTEST: _____
Melvyn Houser, Pottawattamie County Auditor

APPROVED: February 1, 2022

PUBLISH: X

Scheduled Sessions

Becky Lenihan / Auditor's
Office, Finance Dept.

Public Hearing on Amendment to current county budget
for Fiscal Year 2021-2022 and approve and authorize
Board to sign Resolution No 11-2022.

RESOLUTION NO. 11-2022

WHEREAS, there were necessary expenses incurred in several county departments, causing the budget of that department to exceed 100% of costs; and

WHEREAS, the Public Health, Medical Examiner, Board Supervisors, and Planning have exceeded their Budget due to said necessary expenditures; and

WHEREAS, the Amendment to the Fiscal Year 2021/22 Budget for the Public Health, Medical Examiner, Board Supervisors, and Planning shall be substantially as follows:

DEPT #	Revenue Amount	Expense Amount
Public Health - 23	\$ 642,604	\$ 855,790
Total	\$ 642,604	\$ 855,790
Medical Examiner - 12	\$ 6,000	\$ 15,000
Total	\$ 6,000	\$ 15,000
Board of Supervisors - 01	\$ 10,553,903	\$ 5,323,249
Total	\$ 10,553,903	\$ 5,323,249
Planning - 53	\$ 40,000	\$ 40,000
Total	\$ 40,000	\$ 40,000
	\$ 11,242,507	\$ 6,234,039

WHEREAS, the Board of Supervisors desires to allow those expenditures, and no tax increase will occur due to these expenditures; and

WHEREAS, the public had due notice of the Budget Amendment Hearing held on February 1,2022, and at the hearing, due time was allowed for objections to any and all portions of the amended budget.

NOW, THEREFORE BE IT RESOLVED, that the Board of Supervisors of Pottawattamie County, hereby amends the Fiscal Year 2021/22 budget.

Dated this 1st day of February, 2022.

ROLL CALL VOTE

	AYE	NAY	ABSTAIN	ABSENT
_____ Tim Wichman, Chairman	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Scott Belt	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Lynn Grobe	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Justin Schultz	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
_____ Brian Shea	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

ATTEST: _____
Melvyn J. Houser, County Auditor

Deb Masker/ Southwest Iowa **Leadership Academy**

Presentation on Southwest Iowa Leadership Academy

Southwest Iowa Leadership Academy

Who We Are

The Southwest Iowa Leadership Academy is a program designed to build leadership skills in middle school students.

The Academy hosts a four day camp in June from the seven middle schools in the Council Bluffs region. This program began in 1989 and has reached over 3000 young people in West Pottawattamie County over the past thirty-two years.



As an educational organization our mission is to work with seventh grade students to define and build leadership skills that they will take back to their schools and communities to implement during their eighth grade year.

The academy is involved in the following activities:

- A powerful four-day leadership experience in June 2022
- Community service projects designed to benefit the communities of Council Bluffs, Treynor, and Underwood.
- Team building and problem solving experiences
- Career exploration and business simulations utilizing the Council Bluffs business community.
- Understanding of leadership styles and group dynamics.
- Follow up activities throughout the 2022-2023 school year.



Yes!

Our organization/business wants to sponsor the Southwest Iowa Leadership Academy.

<input type="checkbox"/>	Housing	\$7,000
<input type="checkbox"/>	Food	\$8,500
<input type="checkbox"/>	Real Colors Materials	\$800
<input type="checkbox"/>	Printing	\$250
<input type="checkbox"/>	T-Shirt	\$900
<input type="checkbox"/>	Dance	\$225
<input type="checkbox"/>	Off-Campus Recreation	\$300
<input type="checkbox"/>	Postage	\$200
<input type="checkbox"/>	Supplies	\$600
<input type="checkbox"/>	Bussing	\$600
<input type="checkbox"/>	Miscellaneous	\$500
<input type="checkbox"/>	Reunion (Fall 2022)	\$1,000
<input type="checkbox"/>	I /We want to make this a three year commitment	

Name

Business

Address

City, State

Phone

Method of Payment

Check Only:
Payable to PCCF in Memo Line

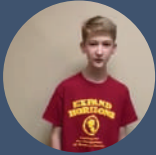
Mail envelope to one of the following addresses:

Deb Masker
Kirn Middle School
100 North Ave,
Council Bluffs, Iowa, 51503

PCCF
1228 South Main St.
Council Bluffs, Iowa, 51503



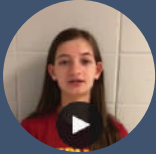
Tweets for Leadership



I learned a lot about problem solving and working together as a team. The friends I made will last a lifetime. #swleadership



I made a lot of new friends. I liked all the different challenges that we had to work together as a team. #swleadership



I learned that it is okay to ask for help and to rely on those around you to complete a task. I have lots of new friends from different schools. #swleadership

HOW CAN YOU HELP?

We need your financial assistance to maintain this leadership development experience for tomorrow's leaders!

Students and parents will continue to fund a balance of the academy's expenses.



Southwest Iowa Leadership Academy



Visit our website to learn more!

<https://bit.ly/2ZuqjXK>



In partnership with the PCCF

and the following school districts:

- Council Bluffs - Kirn & Wilson
- Lewis Central
- Saint Albert
- Treynor
- Underwood

Your Business/Organization Will Assist With Investing In Tomorrow's Leaders Today!

\$27,000 for 2022

Southwest Iowa Leadership Academy

Investing In Tomorrow's Leaders Today!

Deb Masker
Kirn Middle School
100 North Ave,
Council Bluffs, Iowa, 51503

PCCF
1228 South Main St.
Council Bluffs, Iowa, 51503

712.328.6454

Debora Masker, Executive Director
dmasker@cbcsd.org

Antonia Krupicka - Smith/
Council Bluffs Library

Presentation and to provide an update on the Council
Bluffs Library

**Matt Wyant/Director, Planning and
Development**

Update on Public Health Building Project

**Patricia Russmann / Thriving
Families Alliance (formerly
Promise Partners)**

Presentation on Community Plan for Pottawattamie
County advance early childhood.



2022–2024

Community Plan

Pottawattamie County Early Childhood Iowa Area

Acknowledgments

Commissioned by



Thriving Families Alliance, formerly known as Promise Partners, is designated by the State of Iowa as the Early Childhood Iowa Area for Pottawattamie County, enabling cross-sector collaboration via education, health providers, and human services programs to improve results for families with young children ages zero to five years. Thriving Families Alliance commissioned this report to facilitate the creation and implementation of a three-year community plan. By commissioning this plan, Thriving Families Alliance chose to intentionally and collectively define strategies and activities that will build the system and benefit the families they serve.



Sponsored by



Iowa West Foundation is committed to creating a community where families and future generations choose to live and businesses choose to locate because of the quality of life and standard of living. Iowa West Foundation does this by providing leadership, developing partnerships, leveraging resources, and serving as a catalyst in identifying and supporting community needs. By sponsoring Thriving Families Alliance's efforts to conduct the needs assessment and develop the community plan, Iowa West Foundation extends its mission to improve the lives and communities of Western Iowa and specifically Pottawattamie County.




Acknowledgments

Supported by

IOWA STATE UNIVERSITY.

Iowa State University strives to be the university of choice for tomorrow's leaders by creatively connecting ideas, communities, and opportunities to enrich the lives of citizens. A team of faculty, students, and staff from Iowa State University and Iowa's Integrated Data System for Decision-Making (I2D2) supported the development of this community plan by conducting a comprehensive needs assessment, which evaluated the quality, accessibility, and collaboration of services for children ages zero to five in Pottawattamie County. The results of the needs assessment are summarized in this community plan and were used to inform community planning efforts.



Helping organizations
maximize their effectiveness.

Developed by



Category One Consulting uses evidence-based practices to help organizations and communities maximize their effectiveness. Utilizing research and analytics and leveraging a focused, driven, and value-oriented philosophy, Category One Consulting develops and implements comprehensive and customized solutions that are tailored to meet the needs of each client. Category One Consulting partnered with Thriving Families Alliance and Iowa West Foundation to facilitate a collective impact approach to build this community plan in order to inform funding, partnerships, and services geared toward children ages zero to five years and beyond.



IOWA STATE UNIVERSITY

Table of Contents

- 05 Executive Summary
- 06 Community Plan Overview
- 14 Community Overview
- 19 Needs Assessment
- 24 Provider Details
- 30 Strategic Plan
- 36 Implementation Plan
- 41 Measurement Plan



Executive Summary



Community Plan Overview

The community plan overview section provides information related to the community plan purpose, Early Childhood Iowa, the community planning approach, the community planning process, community planning partners, and the components included in this plan.



Community Overview

The community overview section provides an overview of the geographic area of focus for this community plan including details related to the geographic profile, community planning area, population trends, demographic breakdowns, and poverty statistics.



Needs Assessment

The needs assessment section provides a summary of the needs assessment conducted by ISU, which served as a foundation for this community plan. It includes an overview of the data sources used and findings related to community strengths and community needs.



Provider Details

The provider details section provides a detailed list of providers working to address the various needs of children and families across Pottawattamie County including agency names, locations, services provided, and links to agency websites.



Strategic Plan

The strategic plan section outlines the four priority areas of the community plan and their affiliated critical strategies. The areas include Community Awareness & Engagement, Child & Family Well-Being, Quality Childcare, and Equitable Access to Services.



Implementation Plan

The implementation plan section expands on the strategic plan by outlining action steps, potential partners, necessary resources, and implementation timelines over a three-year implementation period for each critical strategy across the four priority areas.



Measurement Plan

The measurement plan specifies key indicators, at both the implementation and community level, that can be used to assess community plan progress and impact. It also provides an overview of how each indicator type can be assessed over the three-year plan.



Community Plan Overview

Community Plan Overview



Thriving Families Alliance
3501 Harry Langdon Boulevard
Suite #160, Box 7
Council Bluffs, Iowa 51503
712-256-9920
www.thrivingfamiliesalliance.org

Community Plan Purpose

The purpose of this community plan is to establish a plan for improving the lives of children, specifically those ages zero to five years, in Pottawattamie County. A community plan is developed every three years to inform and direct the actions of the Thriving Families Alliance (TFA) Early Childhood Iowa (ECI) Governance Board, Executive Director, and workgroups in order to meet needs and address gaps in Pottawattamie County related to early childhood services and outcomes.

This community plan provides data related to community trends, needs assessment findings, and fiscal assessment results, all of which were used as a foundation of information for the remaining sections of the community plan including a strategic plan, implementation plan, and measurement plan. The strategic plan outlines four priority areas each with its own goal statement and critical strategies. The implementation plan translates the strategic plan into action by specifying action steps, potential partners, necessary resources, and an implementation timeline for each priority area. The measurement plan then sets the stage for evaluation of the community plan, both its implementation and impact.

The Governance Board conducts an annual review of the community plan to inform their request for proposal (RFP) process and funding decisions each year. RFPs are targeted to address the priority areas outlined in the community plan, and the evaluation process assesses multi-year trends and ongoing progress of funded programs. The community plan will be distributed to workgroups as part of the RFP process, published on the TFA website, and shared with additional stakeholders, including government agencies and chambers of commerce.

Additional information on Early Childhood Iowa as well as the community planning approach, process, partners, and components are provided throughout the remainder of this section. More information about TFA and the community plan can be obtained at the contact information to the left.

Community Plan Overview

Early Childhood Iowa

ECI is a state-wide, government-led initiative in the State of Iowa that brings together agencies, organizations, businesses, and community partners to improve the quality of life for children ages zero to five years. TFA is designated by the State of Iowa as the ECI Area Board for Pottawattamie County. This designation is intended to enable local cross-sector boards to lead collaborative efforts across education, health, and human services sectors in order to improve results for families with young children. As a local area board, TFA has a responsibility to ensure Pottawattamie County efforts focus on improving results for families with young children while also overseeing sound fiscal management of programs funded by ECI dollars.

The population eligible for services by programs funded by the ECI local area is families with children pre-natal through five years of age residing or attending an early childhood learning environment within Pottawattamie County. This includes supports to early childhood care and education providers that provide services to children ages zero to five. The family or providers that are living or providing services within the county are eligible for all services.

Childcare providers and preschool programs located in Pottawattamie County are eligible for services, although a few of the children attending may reside in a neighboring county. Families in Pottawattamie County are eligible for parent education and family support services. All reasonable efforts are made to ensure that families residing in bordering ECI areas are referred for appropriate services and not falling through the cracks. Each of the surrounding ECI area directors communicate to ensure services are provided to eligible families.

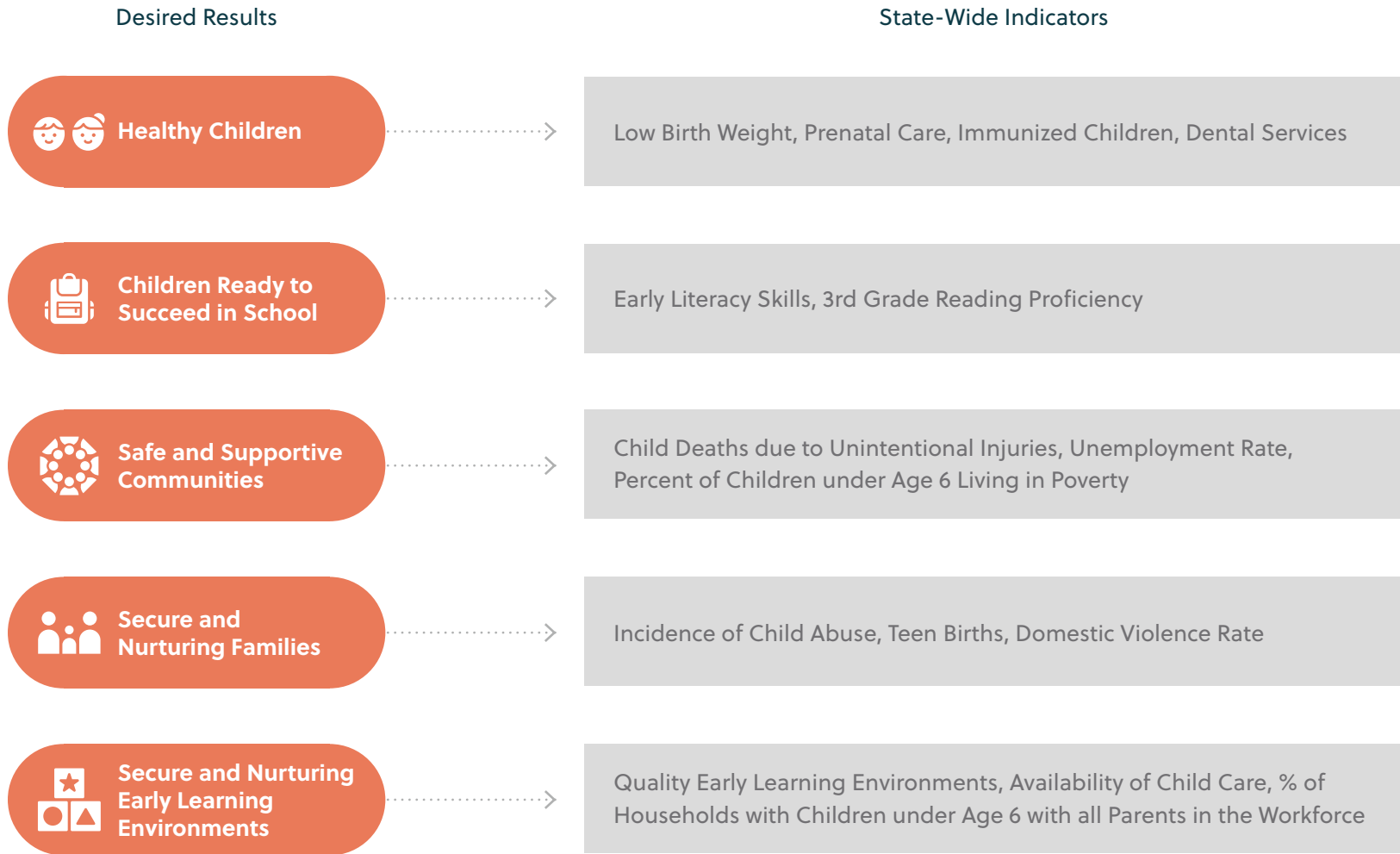
ECI sets forth desired results and state-wide indicators to provide a roadmap for TFA and other ECI designees to use in the development of community plans. These desired results and state-wide indicators are provided on the following page and were considered throughout the development of this community plan.



Community Plan Overview

Early Childhood Iowa

The ECI desired result areas and their affiliated state-wide indicators are provided below. These areas and indicators serve as a foundation for the development and implementation of all community plans across the state of Iowa including this community plan developed by TFA and its partners.



Community Plan Overview

Community Planning Approach

Facilitation techniques grounded in collective impact theory and results-based accountability were used to generate ideas and build consensus among community planning partners. These frameworks were utilized to ensure that the community plan was developed collaboratively by a diverse group of stakeholders each with their own lens of expertise into the needs of children and families in Pottawattamie County, while also ensuring that the group could come to consensus around a finite set of priority areas connected to specific critical strategies and action steps.

Collective impact provides an intentional way of sharing information and coordinating efforts to address a complex problem that cannot be solved by one entity alone, while results-based accountability provides a disciplined way of thinking and taking action to improve the quality of life in communities.

When implementing collective impact initiatives with results-based accountability frameworks, it is important to define terms in order to enable clear communication and consistent understanding throughout the planning process. The following common language was agreed upon before the creation of the community plan and will be used throughout this document.

COMMON LANGUAGE		SYSTEM-WIDE INDICATOR	IMPLEMENTATION INDICATOR
RESULT Condition of well-being we want for our children, families, and the community as a whole.	PRIORITY AREA Broad area to focus our efforts and resources in order to address community needs.	GOAL STATEMENT Specific objective we want to collectively accomplish in the next three years.	CRITICAL STRATEGY Tangible plan that can be implemented to achieve a goal.
ACTION STEP Specific tasks that need to be completed to help achieve a critical strategy.	POTENTIAL PARTNERS Organizations identified to potentially lead or support the implementation of a critical strategy.	NECESSARY RESOURCES Raw materials or assets needed to implement a critical strategy.	IMPLEMENTATION TIMELINE Estimated year for implementing an action step during the three-year plan.



Community Plan Overview

Community Planning Process

TFA and IWF leveraged the expertise of consultants from ISU and CIC to elicit informed stakeholder input into the community planning process. Representatives from these four organizations met each month to discuss community planning efforts and ensure alignment across the four groups.

The first several months of the community planning process focused on planning and implementing the comprehensive needs assessment. Throughout the needs assessment, information was gathered from families, early childhood providers, and historical data sources to identify current community strengths and gaps in need of additional support. This needs assessment provided the foundation of knowledge to inform the development and contents of the community plan. Once the needs assessment was completed, it was shared with a group of community planning partners during the first of five facilitated sessions.

The final months of the community planning process were used to bring together a group of community planning partners to participate in facilitated planning sessions. Participatory and engaging facilitation methods were used to review information, generate ideas, prioritize options, and come to consensus on community planning components including priority areas, goal statements, critical strategies, action steps, potential partners, necessary resources, implementation timeline, implementation indicators, and system-wide indicators. A survey was also conducted between the August and September session to gather additional input prior to plan finalization. The focus of each session is provided to the right.



2021

JUNE

Community Planning Purpose & Needs Assessment Findings

JULY

Priority Area & Strategy Identification

AUGUST

Strategy Review & Implementation Planning

SEPTEMBER

Implementation Review & Measurement Planning

OCTOBER

Compilation Review & Next Steps

Community Plan Overview

Community Planning Partners

Many organizations participated in the development of this community plan including community leaders and advocates representing local foundations, human service agencies, and other nonprofit organizations. These community planning partners will continue to collaborate with one another in order to implement the work outlined in this plan. The full list of community planning partners are provided below.

All Care Health Center

Broadway United Methodist Church

Catholic Charities

Centro Latino of Iowa

Child and Family Resource Network

Child Care Resource & Referral

Children's Square

Council Bluffs Area Chamber of Commerce

FAMILY, Inc.

Green Hills Area Education Agency

Heartland Family Service

Iowa Department of Human Services

Iowa West Foundation

Lutheran Family Services of Nebraska

Methodist Jennie Edmundson Hospital

Pottawattamie County Community Foundation

Southwest Iowa Region Mental Health & Disability Services

Thriving Families Alliance

United Way of the Midlands

Visiting Nurse Association

West Central Community Action Head Start

WIC (Women, Infants & Children)



Community Plan Overview

Community Plan Components

There are six components included in this community plan. Collectively, these components provide TFA and its community planning partners the direction and framework they need to guide action in addressing important gaps in community care for children and their families. These components were collaboratively determined by the community planning partners and are briefly described below.



Community Overview. The community overview describes the geographic region connected to this community plan along with information related to its geographic profile, population trends, demographic breakdowns, and poverty statistics for both Pottawattamie County and the state of Iowa.



Needs Assessment. A comprehensive needs assessment was conducted by ISU's I2D2 faculty, staff, and students. This team brought together publicly available data and data from surveys and focus groups to understand the current state of child and family needs in Pottawattamie County.



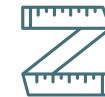
Provider Details. The provider details section describes how TFA works in collaboration with its partners to address the needs of families and children across Pottawattamie County. It also provides a comprehensive list of providers along with information regarding their services.



Strategic Plan. The strategic plan outlines the work to be accomplished over the next three years to address the areas identified in the needs assessment. It includes four priority areas, each connected to a goal statement and the critical strategies needed to achieve those goals.



Implementation Plan. The implementation plan describes how to implement the strategic plan through detailed action steps as well as who may support the implementation of the action steps, the resources needed for successful implementation, and the three-year timeline for implementation.



Measurement Plan. The measurement plan specifies how implementation and impact of the community plan will be assessed throughout the three-year plan timeframe. It outlines indicators at the implementation and system level as well as steps for assessing each type of measurement.



Community Overview



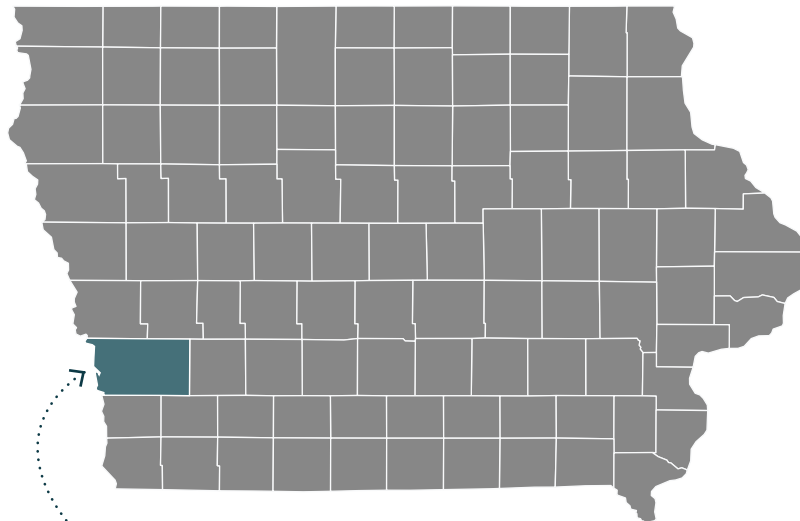
Community Overview

Geographic Profile

The geographic area encompassed by this community plan includes Pottawattamie County, which is located in the southwest corner of Iowa and borders Harrison, Shelby, Cass, Montgomery, and Mills counties. The county seat is Council Bluffs. Both the cities of Council Bluffs and Carter Lake are part of the Omaha-Council Bluffs metropolitan area. Other cities in Pottawattamie County include Avoca, Carson, Crescent, Hancock, Macedonia, McClelland, Minden, Neola, Oakland, Shelby, Treynor, Underwood, and Walnut. Along with townships and census-designated places, the county's total population is 93,667. This makes Pottawattamie County the ninth-largest county in Iowa by population. The county covers 955 square miles.

The county's resources for children and families include parks, healthcare facilities, public and private schools, and retail and convenience stores. The county supports five parks spanning nearly 2,000 acres through the Pottawattamie County Conservation Board. Pottawattamie County Division of Public Health provides services such as recycling, environmental health, animal control, and immunizations. Most of the retail stores and healthcare facilities are concentrated in Council Bluffs, and the larger metropolitan area is also considered a resource for families in the county.

Counties in Iowa



Pottawattamie County

Cities in Pottawattamie County

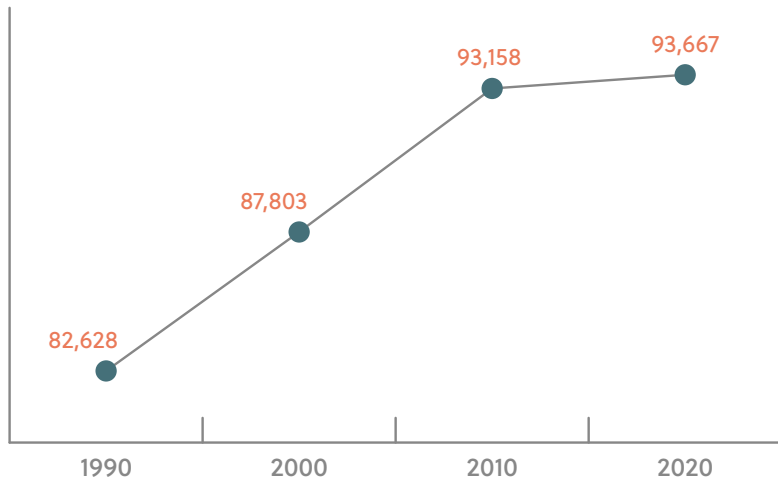


Community Overview

Population Trends

Pottawattamie County’s total population in 2020, according to the United States Census Bureau, was 93,667. Most of the county population resides in the Council Bluffs area rather than other more rural communities across the state of Iowa. The population increased steadily from 1990 to 2020 but leveled off from 2010 to 2020. To understand how the population of Pottawattamie County has changed overtime, overall and for each city, and how these trends compare to the state of Iowa, please see the graph and table on this page.

Pottawattamie County Population



Pottawattamie County Population by City

	1990	2000	2010	2020
Avoca	1,497	1,610	1,506	1,683
Carson	705	668	812	766
Carter Lake	3,200	3,248	3,785	3,791
Council Bluffs	54,315	58,268	62,230	62,799
Crescent	469	537	617	628
Hancock	201	207	196	200
McClelland	139	129	151	146
Macedonia	262	325	246	267
Minden	539	564	559	600
Neola	909	845	842	918
Oakland	1,496	1,487	1,527	1,524
Shelby*	67	64	23	11
Treynor	897	950	919	1,032
Underwood	515	688	917	954
Walnut	857	877	785	747
County Total	82,628	87,803	93,158	93,667
State Total	2,776,755	2,926,324	3,046,355	3,190,369

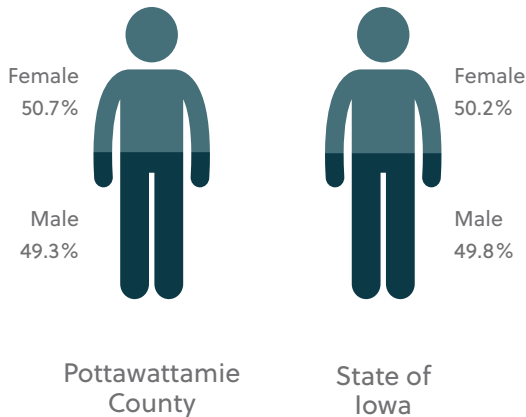
*Shelby is partially in Pottawattamie County

Community Overview

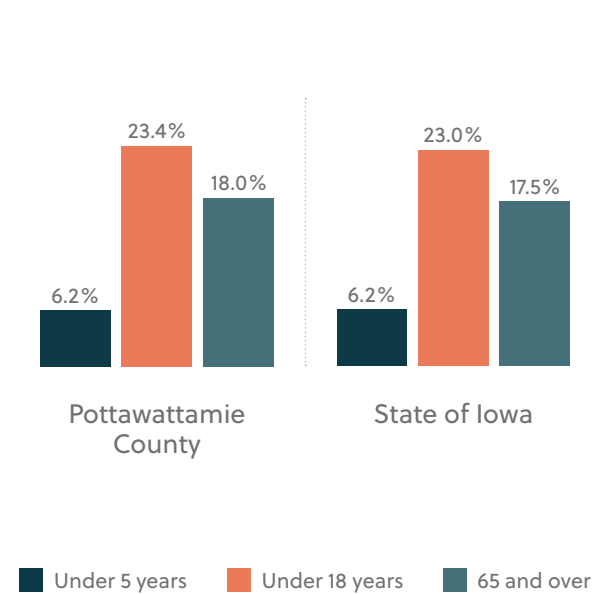
Demographic Breakdowns

Demographic characteristics in Pottawattamie County are fairly similar to demographics for the State of Iowa. According to the 2020 United States Census Bureau, children zero to five made up 6.2% of the population in both Pottawattamie County and Iowa. The population is split fairly evenly between male (49.3%) and female (50.7%) persons with the census only reporting sex according to male and female categories. The majority of Pottawattamie County is White (94.5%) and non-Hispanic or Latino (87.3%) with 6.8% of households speaking a language other than English at home. Additional information pertaining to demographic characteristics in Pottawattamie County and the State of Iowa can be found on this page and in the needs assessment report.

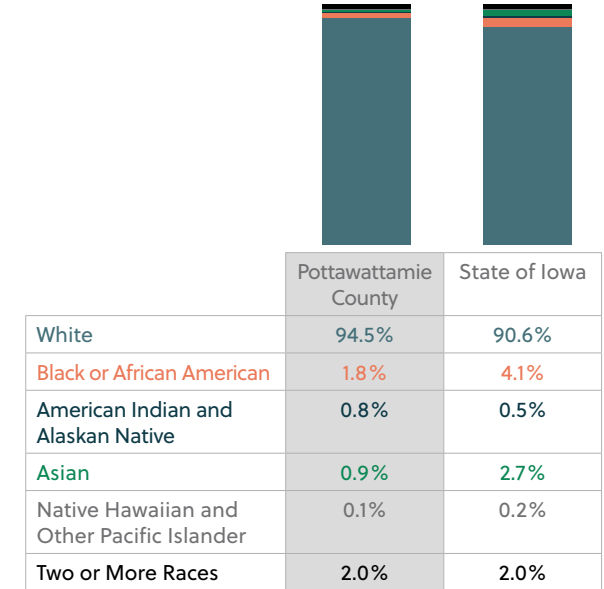
Sex



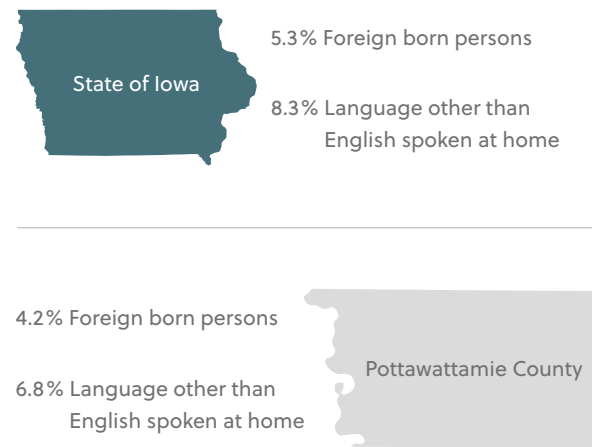
Age



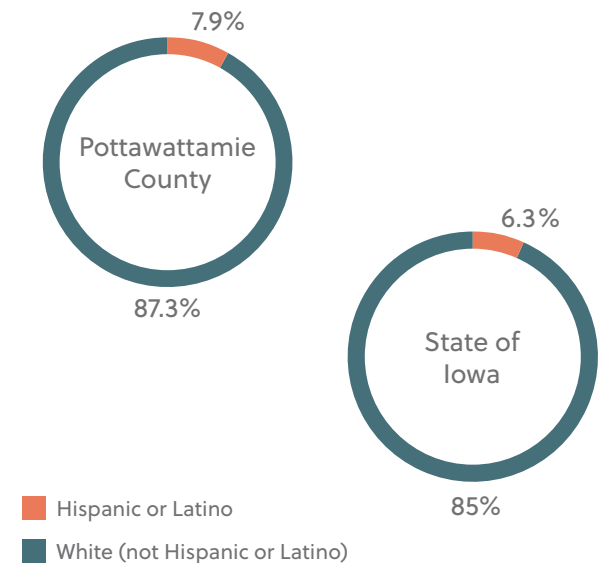
Race



Population Characteristics



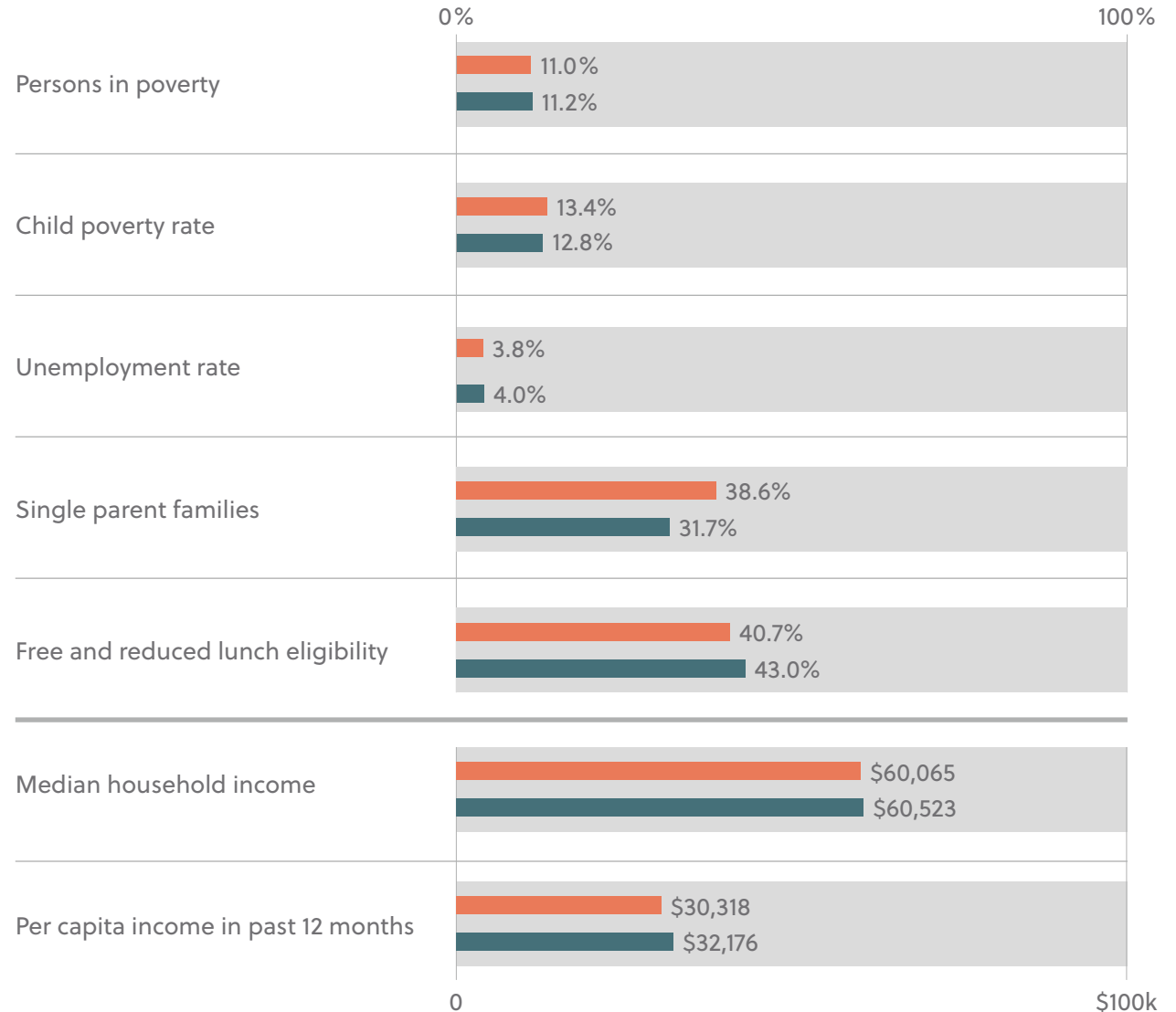
Hispanic Origin



Community Overview

Poverty Statistics

More than one in every ten persons in Pottawattamie County live in poverty according to the 2020 United States Census, which is consistent with the poverty rate across the state of Iowa. However, the child poverty rate in the county is higher (13.4%) indicating that poverty especially affects children. As of August 2021, the unemployment rate for Pottawattamie County was 3.8%, which is slightly lower than the 4.0% unemployment rate for the state of Iowa. The median household income in Pottawattamie County, as well as the per capita income, were both fairly consistent with the state of Iowa at \$60,065 and \$30,318. More than one-third of families are single parent households (38.6%) in the county, which is much higher than the state of Iowa overall (31.7%). In 2019, a greater proportion of students were eligible for free or reduced lunch at the state level (43.0%) than at the county level (40.7%).



Pottawattamie County



State of Iowa



Needs Assessment



Needs Assessment



Needs Assessment Overview

ISU Faculty and staff representing Iowa's Integrated Data System for Decision-Making (I2D2) conducted a comprehensive needs assessment that would serve as a foundation upon which to build the community plan. The needs assessment, which utilized data from archival sources as well as data gathered from interviews, focus groups, and surveys, provided critical insights that community planning partners used to better understand the perspectives of Pottawattamie County residents who use services to benefit children ages zero to five. Details regarding the needs assessment process and key findings are provided throughout the remainder of this section. A copy of the entire needs assessment report can be found at www.thrivingfamilies.org.

Iowa's Integrated Data System for Decision-Making (I2D2)

Iowa State University

2370 Palmer Building

Ames, IA 50011

i2d2.iastate.edu

i2d2@iastate.edu



Needs Assessment

Needs Assessment Data

Quantitative and qualitative data were gathered from a variety of sources to inform the comprehensive needs assessment. Brief descriptions of each data source are provided below.



Secondary Analysis

Community-wide measures related to early childhood well-being were compiled to capture an understanding of the community and its history. Information was obtained at the national and state level from publicly available databases including the National Census, American Community Survey, Iowa's Integrated Data System for Decision-Making, and the Iowa Department of Public Health. When available, data across a 10-year span were collected to understand the trends of Pottawattamie County.



Key Informant Interviews

Key informant interviews were conducted to gain insight into the current system serving families and potential system gaps. Eight semi-structured interviews were conducted with early childhood system stakeholders, including program directors and front line workers, identified by TFA leadership. Interview questions were developed in partnership with TFA and due to the COVID-19 pandemic, all interviews were conducted virtually using the same set of questions for each interview.



Provider Focus Groups

Provider focus groups were conducted to understand how families are connected to services and served collaboratively across the system of programs in Pottawattamie County. Focus groups were comprised of early childhood program providers and community stakeholders including representatives ranging from executives to frontline staff in family support, mental health, and education sectors. Focus groups were completed amidst the COVID-19 pandemic, and thus were conducted virtually.



Family Survey

Surveys were translated into Spanish and administered to families to gain an understanding of service awareness, experiences, and barriers. Respondents overall represented a higher SES than TFA's primary service population, so a subsample of lower-income families was also analyzed. Due to the pandemic, distribution was limited to electronic methods, rather than a more targeted approach through system service points. This may have contributed to the disproportionate responses from higher SES families.

Needs Assessment

Needs Assessment Findings

The four sources of data combined to form the current needs assessment and provided updated information to add to the ECI Statewide Needs Assessment findings. Together, both needs assessments established a foundation of knowledge about the current state of families with young children and their immediate needs with regards to the services that are already being provided in the county as well as the types of assistance that may be missing. Top community strengths and community needs are detailed below.



Community Strengths

Three themes emerged that summarize Pottawattamie County's strengths in the areas relating to caring for children ages zero to five. These three aspects of serving children and families can be leveraged in the future in order to build momentum towards the desired results of the community plan. Each theme is described in detail below.

01

Opportunities for Collaboration.

Providers share a passion for helping children thrive. This motivator supports multiple common goals amongst collaborators at this local level. Thus, partners push themselves to consistently and continuously improve their service offerings, how they are accessed, and how they are delivered. Doing so requires a focus on communication to solidify working relationships and ensure alignment amongst individuals as well as teams.

02

Successful Services.

The services that are being provided to families are generally well-liked and beneficial to the community, as evidenced by families' ratings of the services and the percentage of families taking advantage of programs. In the family survey, most families reported that the services they have used (e.g., health, dental, childcare, early learning) met the needs of their family. In addition, a majority (76%) of children participated in center-based care prior to kindergarten.

03

Improved Community Indicators.

Some key indicators for Pottawattamie County that are tied to ECI results were found to be improving over time. Specifically, three areas show signs of strength. Pottawattamie County has a higher rate of teen pregnancies compared to the state of Iowa, but this gap has closed significantly over the last several years. Infant mortality rates have decreased significantly since the 2000-2004 era and are currently much lower than the state. Additionally, the percentage of oral health services received by children ages zero to five for the county is greater than that of the state.

Needs Assessment



Community Needs

Five themes emerged that summarize Pottawattamie County's areas of opportunity related to caring for children ages zero to five. These five needs were used as the focus of community planning efforts. Identification of these gaps was crucial to aligning providers towards identifying the most impactful results and strategies to focus on in the next three years. Each theme is described in detail below.

01

Service Barriers and Gaps.

Families are encountering speed bumps that limit their ability to quickly and effectively locate a service that matches their needs and wants. Such barriers include limiting eligibility criteria, a lack of mental health services, a lack of services available for Spanish-speaking families, long waitlists, and high costs for child care. Some families are simply unaware that services exist that could help them, illuminating the need for more education and marketing of services particularly related to parent education and family support. Overall, more family engagement and program coordination is needed to address these gaps.

02

Access to Care.

Families have trouble accessing multiple types of care, including childcare because of high costs. There are tangential issues with access and affordability of childcare, too, including waitlists, scheduling difficulties, and challenges specific to rural residents (e.g., transportation). More mental health services are needed, as there is a shortage of mental health practitioners and supports. These barriers to access are more frequent and difficult to overcome for the Spanish-speaking community.

03

Staff Retention.

In childcare facilities, staff retention has become a problem that affects the entire community. Difficulty recruiting and retaining staff comes from the pressure of high stress jobs that leads to burnout. Difficult schedules and low pay exasperate the problem. Not only are the additional costs of high turnover passed along to consumers, but high staff turnover also makes it harder for facilities to provide quality services.

04

System Coordination.

System challenges are deeply rooted, which makes circumstances at the system-level difficult to change. Limited coordination is felt by all players and can cause some frustration and confusion (e.g., multiple points of intake, communication challenges). Feedback from providers indicates that they are not sure how to best collaborate with one another and leadership in this area may be welcomed. The Child and Family Resource Network had been a good foundation and needs to be built upon and expanded.

05

Declining Community Indicators.

Some key indicators for Pottawattamie County that are tied to ECI results have worsened. Specifically, five areas show signs of increased weakness. Rates of children born into poverty has increased as has child maltreatment. The percentage of people giving birth who are married and the amount of maternal education has decreased over time. In addition, the percentage of births with two or more risks have increased and is comparatively higher than the state of Iowa.

Provider Details



Provider Details

TFA serves as a leader and convener for early childhood services and collaboration. TFA believes that by working collectively, through interagency and cross-discipline collaboration, efforts can be coordinated to effectively address the needs of children and families across the community. Multiple provider agencies make it possible to serve families with children age zero to five across Pottawattamie County. The table below is a key that lists the various types of services providers offer. The following pages list each provider alongside icons that represent their services.

 Afterschool Program

 Basic Needs

 Care Coordination

 Child Abuse Prevention Programming

 Childcare/Youth Programs

 Disability/Accommodations

 Disaster Services

 Domestic Violence

 Education

 Family & Child Supports

 Financial Assistance

 Food Assistance

 Foster Family Assistance

 Health Care

 Home & Community Based Services

 Hotlines/Peer Support

 Housing/Shelters

 Legal Concerns

 Medications

 Mental (Brain) Health/Substance Use

 Ministry

 Parenting Support

 Seasonal Programs

 Senior Programs

 Social Security Benefits

 Training & Employment

 Transportation

 Victim/Survivor Services

 Young Adult & Team Assistance

Provider Details

Click on the agency's name to be redirected to their website. Hover over the icons for a quick reference to the services each organization offers.

211 Help Line / Omaha, NE

A Work In Progress / Council Bluffs, IA

Achieving Maximum Potential Iowa
Council Bluffs, IA

All Care Health Center / Council Bluffs, IA

All Communities Outreach Services / Bellevue, NE

American Red Cross–Loess Hills Donation Center
Council Bluffs, IA

Area Food Pantry / Minden, IA

Avoca Food Pantry / Avoca, IA

Bikers Against Child Abuse - Nebraska Chapter
Omaha, NE

Birthright of Council Bluffs / Council Bluffs, IA

Boys & Girls Clubs of the Midlands
Council Bluffs, IA

Boys Town Crisis and Suicide Hotline
Boys Town, NE

Boys Town Iowa / Council Bluffs, IA

Bridges Out of Poverty / Omaha, NE

Care and Share House, Inc. / Council Bluffs, IA

Catholic Charities Domestic Violence & Sexual Assault Program / Avoca, IA

Center for Healing and Hope / Omaha, NE

Centro Latino / Council Bluffs, IA

Charles E. Lakin YMCA / Council Bluffs, IA

CHI Health Clinic Psychiatric Associates (Mercy Council Bluffs) Council Bluffs, IA

CHI Health Mercy Council Bluffs
Council Bluffs, IA

CHI Health Missouri Valley / Missouri Valley, IA

Child Abuse and Dependent Adult Abuse Reporting Hotline Iowa / Des Moines, IA

Child and Family Resource Network
Council Bluffs, IA

Child Care Resource & Referral / Harlan, IA

Child Health Specialty Clinics / Council Bluffs, IA

Children's Square USA / Council Bluffs, IA

Choices Counseling and Consulting, Inc.
Council Bluffs, IA

Clear Mind Therapy / Council Bluffs, IA

Closet 14:29 / Council Bluffs, IA

Community Alliance - SOAR / Omaha, NE

Community of Christ Thrift Store and Food Pantry / Council Bluffs, IA

Provider Details

Council Bluffs Child Support Recovery Unit /
Council Bluffs, IA

**Council Bluffs Community School District–
Summer Meals Program /** Council Bluffs, IA

**Council Bluffs Schools Foundation–
Kids & Company /** Council Bluffs, IA

**Creighton School of Dentistry - Give Kids A
Smile /** Omaha, NE

Department of Human Services
Council Bluffs, IA

Early ACCESS / Council Bluffs, IA

Family Connections / Council Bluffs, IA

Family Crisis Centers / Sioux Center, IA

Family Eyecare Center of Council Bluffs
Council Bluffs, IA

Family Housing Advisory Services
Council Bluffs, IA

FAMILY, Inc. / Council Bluffs, IA

FamilyWize / National

First Baptist Church Food Pantry
Council Bluffs, IA

Food Bank for the Heartland / Omaha, NE

Full Circle Therapy Center / Council Bluffs, IA

Gabriel's Corner Council Bluffs / Council Bluffs, IA

Gethsemane Presbyterian Church
Council Bluffs, IA

Green Hills AEA / Council Bluffs, IA

Grief's Journey / Omaha, NE

Habitat for Humanity of Council Bluffs
Council Bluffs, IA

Healthy and Well Kids in Iowa / Cedar Rapids, IA

Heartland Family Service / Council Bluffs, IA

Heartland Family Service–Iowa Family Works
Council Bluffs, IA

**Heartland Family Service Integrated
Health Home /** Sioux Center, IA

**Heartland Family Service–Pottawattamie County
Homeless Link /** Council Bluffs, IA

Hope 4 Iowa Crisis Line / Council Bluffs, IA

Horizon Therapy Group / Council Bluffs, IA

Interfaith Response, Inc. / Council Bluffs, IA

Iowa Concern Hotline / Ames, IA

Iowa COVID-19 Legal Advice Hotline
Des Moines, IA

**Iowa Department of Public Health–
Healthy Families Line /** Des Moines, IA

Iowa Farmers Market Nutrition Program
Des Moines, IA

**Iowa Focus–Family Options and Community
Supports /** Council Bluffs, IA

**Iowa Food Assistance Employment &
Training Program /** Council Bluffs, IA

Iowa Legal Aid / Council Bluffs, IA

**Iowa State University Extension & Outreach–
4-H Youth Development /** Ames, IA

Provider Details

**Iowa State University Extension & Outreach -
Speak Up Be Safe** / Council Bluffs, IA

**Iowa Western Community College–
Adult Education** / Council Bluffs, IA

**Iowa Western Community College - Career
Planning** / Council Bluffs, IA

**Iowa Western Community College - Education
2 Employment** Council Bluffs, IA

IowaWORKS / Council Bluffs, IA

**Jennie Edmundson Foundation Family
Resource Center** / Council Bluffs, IA

Jennie Edmundson Hospital - Behavioral Health
Council Bluffs, IA

Kanesville Therapy, LLC / Council Bluffs, IA

Keystone Treatment and Outreach Center
National

League of Human Dignity / Council Bluffs, IA

Lewis Central Lucky Children / Des Moines, IA

**Lutheran Family Services of NE–R Safe Sexual
Abuse Treatment** / Omaha, NE

Lutheran Services in Iowa / Council Bluffs, IA

Lutheran Services in Iowa / Des Moines, IA

MAPA - Metrol Rideshare / Omaha, NE

Micah House / Council Bluffs, IA

Mid-Iowa Family Therapy Clinic, Inc.
Council Bluffs, IA

MOHMs Place Meal Site / Council Bluffs, IA

Municipal Housing Agency of Council Bluffs
Council Bluffs, IA

Music & Movies in the Park / Council Bluffs, IA

National Alliance on Mental Illness - Iowa
Des Moines, IA

**National Alliance on Mental Illness–
Southwest Iowa** / Clarinda, IA

**National Association of Counties–Prescription
Discount Card** / National

Omaha Bridges Out of Poverty Inc. / Omaha, NE

Opportunity Youth Alliance–Youth HUB
Omaha, NE

Our Savior's Lutheran Food & Pet Food Pantry
Council Bluffs, IA

Parent Partners / Council Bluffs, IA

Persia Development Corporation / Persia, IA

Philip's Cupboard / Council Bluffs, IA

Planned Parenthood of the Heartland
Council Bluffs, IA

Poison Control Center / Council Bluffs, IA

Postpartum Depression Hotline / National

Pottawattamie County Community Services
Council Bluffs, IA

Pottawattamie County General Assistance
Council Bluffs, IA

REBELS In His Hands / Council Bluffs, IA

**Resource Center on Domestic Violence–
Child Protection and Custody** / National

Provider Details

Raise Me to Read - Council Bluffs, IA

Riverside Food Pantry / Oakland, IA

Salvation Army / Council Bluffs, IA

Salvation Army Family Store & Donation Center / Atlantic, IA

Shaken Baby Task Force / Council Bluffs, IA

Share My Smile / Council Bluffs, IA

Shriners Hospitals for Children / National

SNAP Outreach / Council Bluffs, IA

Southside Christian Church Food Pantry
Council Bluffs, IA

Southwest Iowa Coalition on Human Trafficking /
Council Bluffs, IA

Southwest Iowa Mediation Service / Atlantic, IA

Southwest Iowa Mental Health Center / Atlantic, IA

Southwest Iowa MHDS Region / Council Bluffs, IA

Southwest Iowa Planning Council - Lead Based Paint Testing Program / Atlantic, IA

Southwest Iowa Transit Agency / Atlantic, IA

STARS Scholarship Program / Council Bluffs, IA

String Sprouts - Omaha Conservatory of Music
Omaha, NE

The Peer Center / Council Bluffs, IA

The Trevor Project / National

Therapy Place, Inc. / Atlantic, IA

TLC Community Food & Clothing Pantry
Walnut, IA

Together Inc. / Council Bluffs, IA

Trailblazers of the Heartland / Council Bluffs, IA

Transitional Services of Iowa / Council Bluffs, IA

Visiting Nurse Association / Council Bluffs, IA

VODEC / Council Bluffs, IA

West Central Community Action-Head Start
Atlantic, IA

West Central Community Action Pottawattamie County Outreach / Council Bluffs, IA

Youth Emergency Services / Omaha, NE



Strategic Plan



$$4 \times 2 = 8$$

$$3 \times 9 =$$

$$1 \times 3 = 12$$



Strategic Plan

There are four priority areas of the strategic plan. The following pages provide details for each priority area.



Strategic Plan

Priority #1: Community Awareness & Engagement

Increase community awareness and engagement in early childhood services to support families



Critical Strategies

Build community engagement through a collaborative marketing strategy to positively promote early childhood services.

Improve community understanding of available entry points and options for accessing services.

Partner with provider agencies and community groups (schools, churches, hospitals) to educate, engage, and empower families.

Strategic Plan

Priority #2: Child & Family Well-Being

Strengthen protective factors in the community to reduce child maltreatment and help families thrive

02



Critical Strategies

Increase connections to mental health and substance use providers in the community.

Expand prevention efforts and safety nets to support families and reduce family separation.

Create a forum for families to connect, support, and empower one another.

Strategic Plan

Priority #3: Quality Childcare

Increase availability of quality childcare options that meet the needs of families in the community

03



Critical Strategies

Promote family friendly workplace policies such as flexible schedules and onsite day care.

Identify and implement viable options for reducing service costs to low-income families without reducing worker pay.

Advocate at the state level for stronger financial support of childcare for low-income families.

Strategic Plan

Priority #4: Equitable Access to Services

Ensure equitable access to early childhood services so that all families can get the support they need



Critical Strategies

Improve access to services for families with scheduling and location barriers.

Enhance access to services for non-English speaking families in the community.

Streamline processes to quickly connect all families in need to the right services at the right time.



Implementation Plan

Implementation Plan

01

Priority #1: Community Awareness & Engagement

Increase community awareness and engagement in early childhood services to support families

Critical Strategy	Action Steps	Potential Partners	Necessary Resources	Implementation Timeline		
Build community engagement through a collaborative marketing strategy to positively promote early childhood services.	Conduct research, scan best practices, and identify existing messaging efforts for engaging and communicating with families.	<ul style="list-style-type: none"> • CCR&R • CFRN* • Chamber Child Care Collaborative Taskforce • Family, Inc. • Kid Glove • Prevent Child Abuse • TFA & Committees* 	<ul style="list-style-type: none"> • Data/Information • Marketing Expertise • Marketing Materials • Partners • Staff • Website/Social Media 	Y1	Y2	Y3
	Create a comprehensive marketing plan to build community engagement, notify of available services, and enhance understanding of the importance of positive early childhood experiences.			Y1	Y2	Y3
	Create and compile informational materials for families promoting early childhood services.			Y1	Y2	Y3
	Develop content for training sessions targeting provider agencies and community groups to help them effectively promote their services.			Y1	Y2	Y3
	Develop presentations for provider agencies and community groups to build understanding of ACES, hope, resilience, and protective factors among families in the community.			Y1	Y2	Y3
Improve community understanding of available entry points and options for accessing services.	Identify and document service entry and referral points across the county including in rural areas.	<ul style="list-style-type: none"> • 211* • Chamber of Commerce • CFRN* • CCR&R • Family, Inc. • Human Services Advisory Council • Pottawattamie County Public Health • SWIA MHDS Region* • TFA & Committees* • United Way* 	<ul style="list-style-type: none"> • Data/Information • Partners • Website/Social Media • Staff 	Y1	Y2	Y3
	Work with existing information and referral agencies to ensure all entry points and service options are communicated in a streamlined fashion.			Y1	Y2	Y3
	Partner with referral agencies to create a plan focused on ensuring public information is accurate and kept up to date.			Y1	Y2	Y3
	Identify and advertise services on social media pages that have a large following by targeted communities.			Y1	Y2	Y3
	Identify the top entry points and primary sources families are hearing about services and adjust advertisements and marketing as needed.			Y1	Y2	Y3
Partner with provider agencies and community groups (schools, churches, hospitals) to educate, engage, and empower families.	Generate a list of organizations to target for partnerships including provider agencies and community groups.	<ul style="list-style-type: none"> • Catholic Charities • CCR&R • CFRN* • Children's Coordinating Council • Children's Square • DHHS • Family, Inc. • Green Hills AEA • Human Services Advisory Council • Juvenile Court Services • Pottawattamie County Public Health • TFA & Committees* 	<ul style="list-style-type: none"> • Brochures/Handouts • Community Groups • Partners • Providers • Staff • Training Location • Training Materials • Website/Social Media 	Y1	Y2	Y3
	Assess interest of provider agencies and community groups in adopting evidence-based practices and participating in continuing education to solidify knowledge and stay up to date on best practice.			Y1	Y2	Y3
	Share materials with community groups to disperse to families (e.g., new parents at hospitals, preschool/ kindergarten round-up at schools).			Y1	Y2	Y3
	Conduct training sessions with provider agencies and community groups to help them educate, engage, and empower families.			Y1	Y2	Y3
	Offer continuing education as needed with provider agencies and community groups to help them stay up to date on best practice.			Y1	Y2	Y3

*Partners mentioned most often to potentially lead or support implementation of the critical strategy

Implementation Plan

02

Priority #2: Child & Family Well-Being

Strengthen protective factors in the community to reduce child maltreatment and help families thrive

Critical Strategy	Action Steps	Potential Partners	Necessary Resources	Implementation Timeline		
Increase connections to mental health and substance use providers in the community.	Review current resources and document mental health and substance use providers available in the community including program information, cost, hours, and requirements.	<ul style="list-style-type: none"> • 211 • Children's Square* • SWIA MHDS Region* • Family, Inc. • Heartland Family Service • Mental Health Providers* • National Alliance on Mental Illness 	<ul style="list-style-type: none"> • Partners • Providers • Referral Form • Service Information 	Y1	Y2	Y3
	Partner with provider agencies to discuss the benefits and logistics of a universal referral form and work to implement form if deemed beneficial.			Y1	Y2	Y3
	Gather feedback from families and document current gaps and barriers to accessing mental health and substance use services in the community.			Y1	Y2	Y3
	Convene partners to discuss and identify how to fill gaps and overcome barriers in accessing mental health and substance use services.			Y1	Y2	Y3
	Identify and support the implementation of top viable solution(s) for reducing gaps and barriers to accessing mental health and substance use services.			Y1	Y2	Y3
Expand prevention efforts and safety nets to support families and reduce family separation.	Promote informal and formal supports available to families so they know where to turn when they need support.	<ul style="list-style-type: none"> • 712 Initiative* • Area Education Agency • CFRN* • Children's Square* • Heartland Family Service • Human Services Advisory Council* • Prevent Child Abuse* • TFA & Committees* 	<ul style="list-style-type: none"> • Data/Information • Newsletters • Partners • Staff • Website/Social Media 	Y1	Y2	Y3
	Review and optimize processes to ensure families in need receive information on how to access basic needs resources (e.g., food, clothing, housing).			Y1	Y2	Y3
	Leverage services available in the community in order to prevent children from being removed from their families when parents need support or assistance.			Y1	Y2	Y3
	Identify how current and potential funding sources could be used to expand prevention efforts and safety nets through supports, services, and events.			Y1	Y2	Y3
	Explore and identify current community events that could serve as an outlet for building neighborhood engagement and support systems.			Y1	Y2	Y3
Create a forum for families to connect, support, and empower one another.	Create materials and communications highlighting the good work already being done by parents in the community.	<ul style="list-style-type: none"> • Boys Town • CFRN* • Family, Inc. • Raise Me to Read • Service Providers • TFA & Committees* • United Way 	<ul style="list-style-type: none"> • Brochures/Handouts • Community Groups • Partners • Providers • Staff • Training Location • Training Materials • Website/Social Media 	Y1	Y2	Y3
	Collect information and feedback from parents on how they like to learn and what opportunities would make them feel most connected, supported, and empowered.			Y1	Y2	Y3
	Identify ways to strengthen current opportunities (e.g., parent café model) and determine additional opportunities to best meet parents' needs (e.g., informal, virtual).			Y1	Y2	Y3
	Invite parents to present at community events and empower them to lead future forums and support their community.			Y1	Y2	Y3
	Build and pilot updated forum opportunities and revise model and processes based on parent feedback.			Y1	Y2	Y3

*Partners mentioned most often to potentially lead or support implementation of the critical strategy

Implementation Plan

03

Priority #3: Quality Childcare

Increase availability of quality childcare options that meet the needs of families in the community

Critical Strategy	Action Steps	Potential Partners	Necessary Resources	Implementation Timeline		
Promote family friendly workplace policies such as flexible schedules and onsite day care.	Research and document the benefits that family friendly workplaces can have on both businesses and employees.	<ul style="list-style-type: none"> Chamber of Commerce* CCR&R* IWCC Small Business Center TFA & Committees* 	<ul style="list-style-type: none"> Businesses Business Experts Data/Information Marketing Materials Partners Staff 	Y1	Y2	Y3
	Assess current policies and offerings among local businesses in order to identify relevant national models for quality childcare benefits.			Y1	Y2	Y3
	Work with the Chamber to identify target audiences to promote benefits of family friendly business policies and offerings.			Y1	Y2	Y3
	Create and share compelling materials with local businesses in order to gain buy-in and communicate the benefits of family friendly workplaces.			Y1	Y2	Y3
	Help interested businesses develop action plans to implement family friendly policies and offerings for their employees.			Y1	Y2	Y3
Identify and implement viable options for reducing service costs to low-income families without reducing worker pay.	Create a map of community childcare providers and document program information including cost, hours, and requirements to better understand current options and costs.	<ul style="list-style-type: none"> CCR&R* Centro Latino Chamber of Commerce* Children's Square DHHS Pottawattamie County Childcare Coalition Pottawattamie County Community Foundation TFA & Committees* YMCA 	<ul style="list-style-type: none"> Business Plan Tools Data/Information Partners Providers Staff 	Y1	Y2	Y3
	Explore current efforts underway to lower childcare costs, including shared services models and employer-site childcare, and determine how to support that work.			Y1	Y2	Y3
	Use CCR&R to develop business planning tools to help assess costs of childcare organizations and options for decreasing costs to low-income families.			Y1	Y2	Y3
	Work with partners to identify top viable options for reducing childcare costs for low-income families and develop plans for implementation.			Y1	Y2	Y3
	Work with community and provider agencies to support the implementation of childcare cost reduction solutions for low-income families.			Y1	Y2	Y3
Advocate at the state level for stronger financial support of childcare for low-income families.	Partner with agencies to determine current advocacy efforts underway and additional support needed in those efforts.	<ul style="list-style-type: none"> Chamber of Commerce* CCR&R* Iowa West Racing Association Pottawattamie County Childcare Coalition Pottawattamie County Community Foundation Lobbyists Local Advocates State Legislators* TFA & Committees* 	<ul style="list-style-type: none"> Advocacy Materials Data/Information Lobbyist(s) Partners Providers Staff 	Y1	Y2	Y3
	Create a list of key quality childcare issues to support through advocacy efforts (e.g., benefits cliff, reimbursements to providers based on enrollment).			Y1	Y2	Y3
	Review bills and legislative calendar to determine the best opportunities for advocating for quality childcare for low-income families.			Y1	Y2	Y3
	Partner with advocacy-focused organizations to help develop advocacy plans and materials for quality childcare issues and determine best avenues for advocating for change.			Y1	Y2	Y3
	Work with community and provider agencies to support the implementation of advocacy plans for each quality childcare issue identified.			Y1	Y2	Y3

*Partners mentioned most often to potentially lead or support implementation of the critical strategy

Implementation Plan

04

Priority #4: Equitable Access to Services

Ensure equitable access to early childhood services so that all families can get the support they need

Critical Strategy	Action Steps	Potential Partners	Necessary Resources	Implementation Timeline		
Improve access to services for families with scheduling and location barriers.	Determine key early childhood services most in need of enhanced access options for families in the community.	<ul style="list-style-type: none"> • Childcare Providers • Service Providers* • Southwest Iowa Transit Agency 	<ul style="list-style-type: none"> • Data/Information • Partners • Providers • Transportation • Service Locations 	Y1	Y2	Y3
	Identify the most viable options (e.g., additional pay, staff rotations) for offering extended hours (e.g., evenings, weekends) for key early childhood services identified and pilot solutions.			Y1	Y2	Y3
	Assess the transportation needs of rural families and create a plan to fill gaps in order to assist rural families without transportation.			Y1	Y2	Y3
	Implement extended hour (e.g., evenings, weekends) offerings for key early childhood services that had successful pilot implementations.			Y1	Y2	Y3
	Implement solutions focused on increasing access to services for rural families without transportation.			Y1	Y2	Y3
Enhance access to services for non-English speaking families in the community.	Research and identify the largest gaps in serving non-English speaking families, determine where these gaps occur in the service provision process, and create a plan for addressing them.	<ul style="list-style-type: none"> • Centro Latino* • IWCC/ESL • Lutheran Family Services • Translators 	<ul style="list-style-type: none"> • Bilingual Staff • Data/Information • Interpreters • Training Materials • Translator 	Y1	Y2	Y3
	Identify and develop key communications and materials and translate them to the primary non-English languages spoken in the community.			Y1	Y2	Y3
	Research and leverage additional recruitment sources for hiring educators, case managers, and mental health therapists who speak the top non-English languages.			Y1	Y2	Y3
	Develop standards and processes to guide the hiring and training of staff who speak the top non-English languages and dialects.			Y1	Y2	Y3
	Partner with providers to implement solutions to address the largest gaps in service access for non-English speaking families.			Y1	Y2	Y3
Streamline processes to quickly connect all families in need to the right services at the right time.	Review the current intake process and determine key areas of improvement to minimize hand-offs and ensure alignment to CFRN coordinated intake system standards.	<ul style="list-style-type: none"> • CFRN * • CCR&R* • TFA & Committees* 	<ul style="list-style-type: none"> • Data/Information • Database • Data Sharing Forms • Foundations • Partners • Staff 	Y1	Y2	Y3
	Leverage data sharing agreements and database information to determine which providers are at capacity and direct services accordingly.			Y1	Y2	Y3
	Implement the changes identified to streamline the coordinated intake system and provide training to agencies focused on navigating the coordinated intake system.			Y1	Y2	Y3
	Examine income eligibility requirements for services and areas where the most families in need are being turned away and work with foundations or other entities to cover the cost.			Y1	Y2	Y3
	Research strategies to shorten waitlists without adding resources or sacrificing quality of services and pilot top solutions.			Y1	Y2	Y3

*Partners mentioned most often to potentially lead or support implementation of the critical strategy



Measurement Plan

Measurement Plan

TFA continually strives to improve its capacity for meeting goals and creating meaningful change in the community. As part of its focus on continuous improvement, TFA and its partners are committed to measuring both the implementation of this plan and the impact it has on the community using the Results-Based Accountability Framework as a foundation for measurement. Accordingly, this measurement plan includes indicators, at both the implementation and community level, for each critical strategy included in the plan along with a streamlined approach to measuring them. This comprehensive approach to measurement will allow stakeholders to monitor progress, make adjustments, and maximize impact while also minimizing the burden that ongoing measurement can have on TFA and its partners. Details regarding each type of indicator and how to assess them over the course of the three-year community plan timeframe are provided below.



Implementation Indicators

Implementation indicators are metrics that can be used to track implementation of the critical strategies that fall under each priority area. One primary implementation indicator was identified for each action step for a total of five indicators per critical strategy. Implementation of the community plan will be assessed through semi-annual review sessions led by TFA in collaboration with other community partners. These semi-annual review sessions will help guide implementation, track progress, and identify barriers while also building alignment, creating accountability, and celebrating wins. Key steps for conducting semi-annual review sessions are listed below.

- Identify and invite partners to participate in semi-annual review sessions.
- Schedule the review sessions during a set date/time semi-annually.
- Create an implementation indicator tracking form that can be used during sessions.
- Use the tracking form to document the status of each indicator during each session.
- Identify implementation barriers and make adjustments as needed.



System-wide Indicators

System-wide indicators are metrics that can be used to track community-level impact. Two system-wide indicators were identified for each critical strategy, one being more of a leading indicator and one being more of a lagging indicator. Impact will be assessed through annual data collection efforts led by TFA in collaboration with other community partners. These data collection efforts will help identify where progress is being made and where more attention may be needed while also creating an avenue for communicating impact with funders, partners, and other community stakeholders. Key steps for implementing annual data collection efforts are listed below.

- Identify the specific data source that will be used for each system-wide indicator.
- Document the baseline or starting point for each system-wide indicator.
- Set annual targets for improving each system-wide indicator.
- Gather data and document the status of each system-wide indicator each year.
- Develop and distribute a brief report of findings to community stakeholders.

Measurement Plan

01

Priority #1: Community Awareness & Engagement

Increase community awareness and engagement in early childhood services to support families

Critical Strategy	Action Steps	Implementation Indicators	System-wide Indicators
Build community engagement through a collaborative marketing strategy to positively promote early childhood services.	Conduct research, scan best practices, and identify existing messaging efforts for engaging and communicating with families.	Research process complete	<ul style="list-style-type: none"> • Number of families reached by marketing platforms • Level of community engagement in early childhood services
	Create a comprehensive marketing plan to build community engagement, notify of available services, and enhance understanding of the importance of positive early childhood experiences.	Marketing plan developed	
	Create and compile informational materials for families promoting early childhood services.	Informational materials compiled	
	Develop content for training sessions targeting provider agencies and community groups to help them effectively promote their services.	Training content created	
	Develop presentations for provider agencies and community groups to build understanding of ACES, hope, resilience, and protective factors among families in the community.	Presentations developed	
Improve community understanding of available entry points and options for accessing services.	Identify and document service entry and referral points across the county including in rural areas.	Entry and referral points documented	<ul style="list-style-type: none"> • Website, social media, and application traffic • Number of clients accessing entry and referral points
	Work with existing information and referral agencies to ensure all entry points and service options are communicated in a streamlined fashion.	Communications streamlined	
	Partner with referral agencies to create a plan focused on ensuring public information is accurate and kept up to date.	Public communication plan created	
	Identify and advertise services on social media pages that have a large following by targeted communities.	Services advertised on social media	
	Identify the top entry points and primary sources families are hearing about services and adjust advertisements and marketing as needed.	Marketing efforts adjusted	
Partner with provider agencies and community groups (schools, churches, hospitals) to educate, engage, and empower families.	Generate a list of organizations to target for partnerships including provider agencies and community groups.	Partner organizations identified	<ul style="list-style-type: none"> • Proportion of partners using evidence-based practices to engage families • Level of family education and empowerment
	Assess interest of provider agencies and community groups in adopting evidence-based practices and participating in continuing education to solidify knowledge and stay up to date on best practice.	Evidence-based interest assessed	
	Share materials with community groups to disperse to families (e.g., new parents at hospitals, preschool/ kindergarten round-up at schools).	Materials shared with groups	
	Conduct training sessions with provider agencies and community groups to help them educate, engage, and empower families.	Training sessions conducted	
	Offer continuing education as needed with provider agencies and community groups to help them stay up to date on best practice.	Ongoing education delivered	

Measurement Plan

02

Priority #2: Child & Family Well-Being

Strengthen protective factors in the community to reduce child maltreatment and help families thrive

Critical Strategy	Action Steps	Implementation Indicators	System-wide Indicators
Increase connections to mental health and substance use providers in the community.	Review current resources and document mental health and substance use providers available in the community including program information, cost, hours, and requirements.	Current resources documented	<ul style="list-style-type: none"> • Number of mental health and substance use providers and referrals • Number of successful connections to mental health and substance
	Partner with provider agencies to discuss the benefits and logistics of a universal referral form and work to implement form if deemed beneficial.	Universal referral form plan created	
	Gather feedback from families and document current gaps and barriers to accessing mental health and substance use services in the community.	Feedback and barriers documented	
	Convene partners to discuss and identify how to fill gaps and overcome barriers in accessing mental health and substance use services.	Barrier solutions identified	
	Identify and support the implementation of top viable solution(s) for reducing gaps and barriers to accessing mental health and substance use services.	Solutions implemented	
Expand prevention efforts and safety nets to support families and reduce family separation.	Promote informal and formal supports available to families so they know where to turn when they need support.	Family supports promoted	<ul style="list-style-type: none"> • Number of families reached by prevention efforts • Number of neglect cases and family separations
	Review and optimize processes to ensure families in need receive information on how to access basic needs resources (e.g., food, clothing, housing).	Basic needs information optimized	
	Leverage services available in the community in order to prevent children from being removed from their families when parents need support or assistance.	Family supports leveraged	
	Identify how current and potential funding sources could be used to expand prevention efforts and safety nets through supports, services, and events.	Funding sources identified	
	Explore and identify current community events that could serve as an outlet for building neighborhood engagement and support systems.	Community events identified	
Create a forum for families to connect, support, and empower one another.	Create materials and communications highlighting the good work already being done by parents in the community.	Parent accomplishments highlighted	<ul style="list-style-type: none"> • Event and forum attendance and engagement • Level of family connections and perceptions of support
	Collect information and feedback from parents on how they like to learn and what opportunities would make them feel most connected, supported, and empowered.	Parent feedback collected	
	Identify ways to strengthen current opportunities (e.g., parent café model) and determine additional opportunities to best meet parents' needs (e.g., informal, virtual).	Program improvements identified	
	Invite parents to present at community events and empower them to lead future forums and support their community.	Parents invited and empowered	
	Build and pilot updated forum opportunities and revise model and processes based on parent feedback.	Forums built, piloted, and revised	

Measurement Plan

03

Priority #3: Quality Childcare

Increase availability of quality childcare options that meet the needs of families in the community

Critical Strategy	Action Steps	Implementation Indicators	System-wide Indicators
Promote family friendly workplace policies such as flexible schedules and onsite day care.	Research and document the benefits that family friendly workplaces can have on both businesses and employees.	Research and benefits documented	<ul style="list-style-type: none"> • Number of businesses with family-friendly policies • Number of families with access to workplaces with family-friendly policies
	Assess current policies and offerings among local businesses in order to identify relevant national models for quality childcare benefits.	Policies assessed and models identified	
	Work with the Chamber to identify target audiences to promote benefits of family friendly business policies and offerings.	Target audiences identified	
	Create and share compelling materials with local businesses in order to gain buy-in and communicate the benefits of family friendly workplaces.	Materials developed and shared	
	Help interested businesses develop action plans to implement family friendly policies and offerings for their employees.	Business action plans developed	
Identify and implement viable options for reducing service costs to low-income families without reducing worker pay.	Create a map of community childcare providers and document program information including cost, hours, and requirements to better understand current options and costs.	Childcare provider map created	<ul style="list-style-type: none"> • Number of available childcare slots • Number of low-income families able to afford childcare
	Explore current efforts underway to lower childcare costs, including shared services models and employer-site childcare, and determine how to support that work.	Current effort support plans created	
	Use CCR&R to develop business planning tools to help assess costs of childcare organizations and options for decreasing costs to low-income families.	Business planning tools developed	
	Work with partners to identify top viable options for reducing childcare costs for low-income families and develop plans for implementation.	Options identified and plans created	
	Work with community and provider agencies to support the implementation of childcare cost reduction solutions for low-income families.	Cost reduction solutions implemented	
Advocate at the state level for stronger financial support of childcare for low-income families.	Partner with agencies to determine current advocacy efforts underway and additional support needed in those efforts.	Advocacy efforts and support identified	<ul style="list-style-type: none"> • Number of family-friendly childcare bills passed through the legislature • Level of financial support for low-income families at the state level
	Create a list of key quality childcare issues to support through advocacy efforts (e.g., benefits cliff, reimbursements to providers based on enrollment).	List of advocacy issues created	
	Review bills and legislative calendar to determine the best opportunities for advocating for quality childcare for low-income families.	Top advocacy opportunities identified	
	Partner with advocacy-focused organizations to help develop advocacy plans and materials for quality childcare issues and determine best avenues for advocating for change.	Advocacy plans and materials created	
	Work with community and provider agencies to support the implementation of advocacy plans for each quality childcare issue identified.	Advocacy plans implemented	

Measurement Plan

04

Priority #4: Equitable Access to Services

Ensure equitable access to early childhood services so that all families can get the support they need

Critical Strategy	Action Steps	Implementation Indicators	System-wide Indicators
Improve access to services for families with scheduling and location barriers.	Determine key early childhood services most in need of enhanced access options for families in the community.	Key access issues identified	<ul style="list-style-type: none"> • Number of providers offering extended hour and transportation services • Proportion of families without access to childhood services due to scheduling or location barriers
	Identify the most viable options (e.g., additional pay, staff rotations) for offering extended hours (e.g., evenings, weekends) for key early childhood services identified and pilot solutions.	Extended hour top options piloted	
	Assess the transportation needs of rural families and create a plan to fill gaps in order to assist rural families without transportation.	Transportation gaps plan created	
	Implement extended hour (e.g., evenings, weekends) offerings for key early childhood services that had successful pilot implementations.	Extended hour offerings implemented	
	Implement solutions focused on increasing access to services for rural families without transportation.	Transportation solutions implemented	
Enhance access to services for non-English speaking families in the community.	Research and identify the largest gaps in serving non-English speaking families, determine where these gaps occur in the service provision process, and create a plan for addressing them.	Language gaps plan created	<ul style="list-style-type: none"> • Number of providers with non-English speaking staff • Proportion of non-English speaking families with access to providers who speak their home language
	Identify and develop key communications and materials and translate them to the primary non-English languages spoken in the community.	Key materials created and translated	
	Research and leverage additional recruitment sources for hiring educators, case managers, and mental health therapists who speak the top non-English languages.	Recruitment sources leverc	
	Develop standards and processes to guide the hiring and training of staff who speak the top non-English languages and dialects.	Standards and processes developed	
	Partner with providers to implement solutions to address the largest gaps in service access for non-English speaking families.	Access solutions implemented	
Streamline processes to quickly connect all families in need to the right services at the right time.	Review current intake process and determine key areas of improvement to minimize hand-offs and ensure alignment to CFRN coordinated intake system standards.	Intake improvements identified	<ul style="list-style-type: none"> • Amount of time spent in each system element • Average amount of time spent on waitlist
	Leverage data sharing agreements and database information to determine which providers are at capacity and direct services accordingly.	Capacity documented and redirected	
	Implement the changes identified to streamline the coordinated intake system and provide training to agencies focused on navigating the coordinated intake system.	Coordinated intake streamlined	
	Examine income eligibility requirements for services and areas where most families in need are turned away and work with foundations or other entities to cover the cost	Income eligibility gaps addressed	
	Research strategies to shorten waitlists without adding resources or sacrificing quality of services and pilot top solutions.	Waitlist strategies selected and piloted	

Thriving Families Alliance

Iowa West Foundation

Iowa State University

Category One Consulting



Holly Collins /Chairman, Veteran Affairs
Commission

**Recommendation to hire Director of
Pottawattamie County Veteran Affairs.**

Other Business

Jason Slack / Director,
Buildings and Grounds

Discussion and/or decision on awarding Treasurer's
office renovation work to Olsen Construction.

*Request for Proposals; Pottawattamie County
Treasurer's Office Remodel*



Buildings & Grounds Department
227 South 6th Street
Council Bluffs, IA 51501

The purpose of Pottawattamie County government is to provide the highest quality government possible to the citizens of Pottawattamie County, Iowa, and other governmental entities in the most efficient and cost-effective manner possible.

In an effort to better serve the taxpayers, the county Treasurer's Office aspires to change the configuration of the customer service counter and install lower casework to the East and West side of the office to match the existing finishes.

The purpose of this RFP is to solicit proposals from various contractors to complete this remodel based on criteria listed herein, and select a candidate who Pottawattamie County deems as best fit to provide deliverables within budget and time constraints.

- I. Currently the customer service counter has a "U" shaped alcove in the center. The contractor shall furnish all labor and equipment to eliminate this bend and run the counter in a straight line, parallel with the front glass wall on the South side of the Treasurer's office. The following criteria must be met to achieve project success:
 - A.) Utilize/re-use as much of the Corian (platinum) countertop and casework as possible.
 1. Corian shall be seamless in appearance.
 2. Wood stain shall match existing finish.
 3. We understand that the oak paneling front is not going to fill in to exact dimensions. We want the front oak paneling to be as concentric as possible with stain to match.
 - B.) Utilize/re-use as much of the tempered glass barrier as possible.
 1. Tempered glass barrier shall run the entire length of new counter configuration (center section of glass will need to be re-worked)
 2. Any extra tempered glass barrier components shall be turned over to Pottawattamie County for use in other locations.
 3. Tempered glass barrier was installed in 2020 by Midwest Glass & Glazing.
 4. Electrical work will be performed by the county in conjunction with the project. We will try to re-use as much of the data cabling as possible in setting up the new stations.
 - C.) A skim coat and carpet shall be filled in behind main counter over top of quarry tile. Existing carpet was purchased from Chris Hughes at Kelly's Carpet of Council Bluffs. He has the specifications.
 - D.) Trash and demolition debris shall be removed from site daily due to other construction projects on site and the lack of available space to stage a dumpster. Arrangements have been made with Meco-Henne to utilize the alley North of the Courthouse for a dumpster on wheels. It will need to be out of their way Monday through Friday 07:00-16:30.
 - E.) In an effort to serve the public, work must be performed on weekends or between the hours of 4:30 p.m. and 7:00 a.m. Monday through Friday.
 1. The office must be able to open for business with no less than 5 work stations in operation daily.

- F.) Lower cabinets shall be installed on the East and West sides of the office behind main counter area. The countertop shall be Corian (platinum) and the case work shall match existing wood stain on main counter.
 - G.) Contractor shall provide for any permits necessary.
 - H.) Contractor shall be responsible for all means and methods as they relate to safety and shall comply with all applicable local, state and federal requirements that are safety related. Safety shall be the responsibility of the Contractor.
- II. The Buildings & Grounds Department will provide:
- A.) Access to all areas necessary for construction purposes.
 - B.) The man power to move furnishings and equipment around within the affected area of work throughout the course of the project.
 - C.) Electrical and data connections for the new work stations.
 - D.) Public Restrooms.
 - E.) Tax exempt certificates for contractor/subcontractors.
 - F.) Progress payments shall be submitted with documentation of expenses. Payment terms will be net 30 days following completion of any services and receipt of invoice.
 - G.) Safes to be moved by owner.
- III. This RFP represents the requirements for an open and competitive process. Official copies of proposals along with a Certificate of Insurance must be received via e-mail: jason.slack@pottcounty-ia.gov no later than 4:30 p.m. on January 12, 2022. Subject line must read "Treasurer's Office Remodel". Any proposals received after this date and time will be not be considered. Mail, telegrams, phone responses and submissions via any other means are not acceptable. The selection decision for the winning bidder will be made no later than January 18, 2022. Notification to bidders who were not awarded will be completed by January 21, 2022.

The contractor shall be responsible for scheduling site visits at the Pottawattamie County Courthouses by contacting:

Jason Slack, jason.slack@pottcounty-ia.gov, (712) 310-5257

Darrell Justesen, darrell.justesen@pottcounty-ia.gov, (402) 510-9941

If the organization submitting a proposal must outsource or contract any work to meet the requirement contained herein, this must be clearly stated in the proposal. Additionally, all costs included in proposals must be all-inclusive to include any outsourced or subcontracted work. Any proposals which call for outsourcing or subcontracting work must include a name and description of the organizations being contracted.

Upon notification of contract award the project planning will begin immediately. Project planning will be completed by January 31, 2021.

Pottawattamie County, as an Equal Opportunity Employer. Complies with federal and state laws prohibiting discrimination, including Title VI and Title VII (with amendments) of the 1964 Civil Rights Act as amended 38 USCO20-12. It is the policy of the Board of Supervisors

that no person, on the basis of race, sex, color, religion, national origin or ancestry, age marital status, handicap, sexual orientation or veteran status, shall be discriminated against in employment, educational programs and activities, or admission.

Pottawattamie County reserves the right to reject any and all proposals, wholly or in part, and waive any irregularities in the RFP process.

Pottawattamie County may issue a clarification request, in writing, to one or all bidders. Bidders may submit questions via e-mail. Responses with questions will be made to all bidders prior to due date.

IV. Insurance Requirements

The successful bidder shall provide insurance certificates for minimum insurance coverage as follows:

	<u>Each Occurrence</u>	<u>Aggregate</u>
<u>GENERAL LIABILITY</u>		
Bodily Injury Liability	\$500,000.00	\$1,000,000
Property Damage	\$500,000.00	\$1,000,000
OR		
Bodily Injury & Property Damage Combined	\$500,000.00	\$1,000,000
<u>AUTOMOBILE LIABILITY</u>		
Bodily Injury & Property Damage Combined Single Limit	\$500,000.00	
<u>EXCESS LIABILITY</u>		
Commercial Umbrella Coverage	\$500,000.00	\$1,000,000

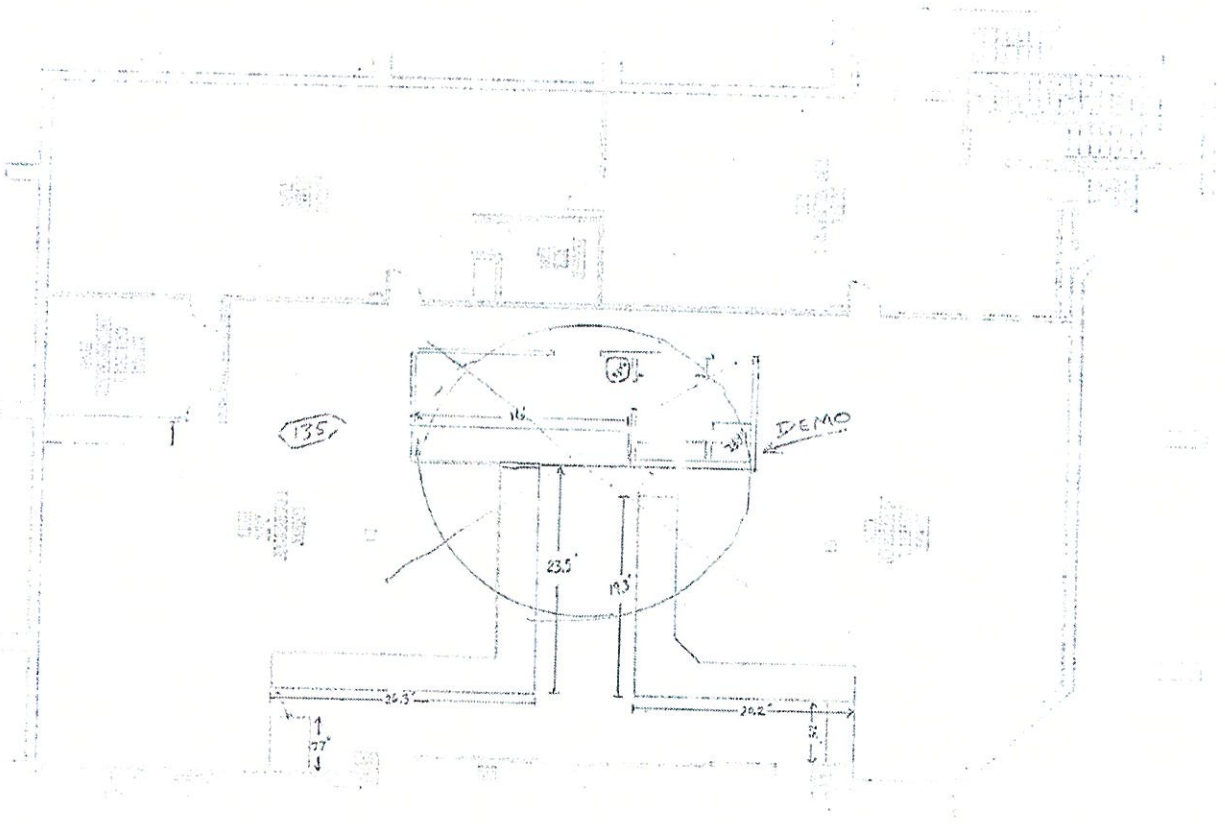
WORKER'S COMPENSATION & EMPLOYERS' LIABILITY

Worker's Compensation at levels require by the State of Iowa.

ADDITIONAL INSURED

Pottawattamie County, its elected or appointed officers, officials, employees and volunteers are included as insureds with regard to damages and defense of claims arising from:

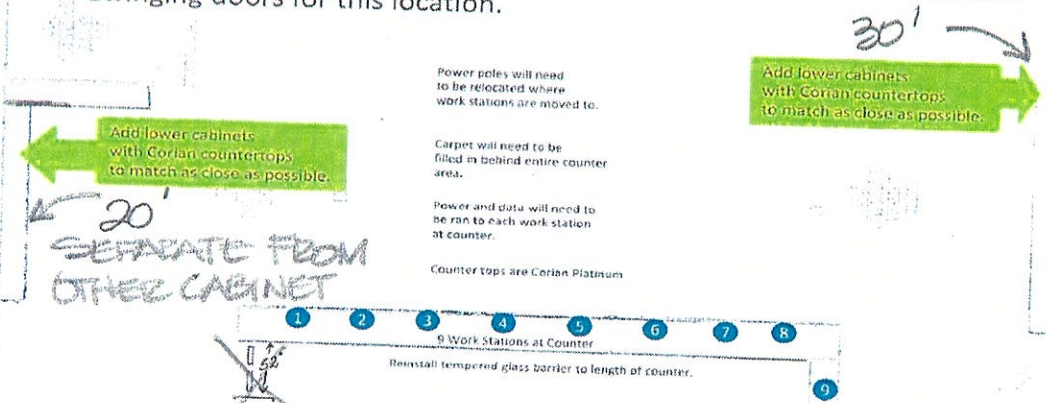
- (a) activities performed by or on behalf of the Named Insured,
- (b) products and completed operations of the Named Insured,
- (c) premises owned, leased or used by the Named Insured, or



The majority of demolition/construction work to be done on a weekend or after hours.

If possible, re-use existing counter and case work.

West counter entry point will need to be widened to 52". Re-use double Swinging doors for this location.



~~NOT DOING THIS~~

I have read the County's Request for Proposal and would like to be considered for contract award. I agree to perform the subject services as specified and understand all conditions of award. I also agree to abide by the County, State and OSHA safety policies, rules and regulations.

Company Name: OLSON BROS CONSTR. CO.

Type of Business Entity:

Corp; LLC; Partnership; Sole Proprietor; Other: _____

Address: 1900 GRAND AVE. CB, IA 51503

Phone #: 712-256-5139 Cell: 402-306-1352

Fed Tax ID OR SS#: 71-0886389

Company Representative: CRAIG FRY

Email: cfry.olsonbros@cox.net Date: 12/10/21

I agree to provide Comprehensive Automobile Liability Insurance in the amount of \$500,000.00 (five hundred thousand) dollars, Comprehensive General Liability Insurance in the amount of \$500,000.00 (five hundred thousand) dollars, and Workers' Compensation at the levels required by the State of Iowa for my Company, and I agree to furnish a Certificate of my Coverage to Pottawattamie County upon award.

Yes: No:

I offer the following references as to my ability to perform this contract, and authorize Pottawattamie County to contact the individuals or companies provided.

Name: DAVE UMLAND Company: IA NAT. GUARD

Phone: 515-292-4489

Name: RICK REICHENBERG Company: CITY OF CB

Phone: 712-328-4641

SIXTY THOUSAND NINE HUNDRED SEVENTY SEVEN

Lump Sum Base Bid: \$60,977.00

Completion Date: 2 MONTHS AFTER WE GET PERMIT

Signature: Andrew M. Olson Date: 12/10/21

Printed Name: ANDREW OLSON



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/09/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Smith Davis Insurance, Inc an ISU Network Member 532 First Avenue P O Box 528 Council Bluffs IA 51503		CONTACT NAME: Kim Arfman PHONE (A/C, No, Ext): (712) 322-1600 E-MAIL ADDRESS: kim@smithdavisins.com FAX (A/C, No): (712) 322-9204	
INSURED Olson Brothers Construction Co Swede LLC 1900 Grand Ave Council Bluffs IA 51503-1700		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Columbia National Insurance Co.	NAIC # 19640
		INSURER B: Columbia Mutual	NAIC # 40371
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES CERTIFICATE NUMBER: 21/22 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CMPIA0000002661	04/08/2021	04/08/2022	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 EPLI \$ 100,000
B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY			CAPIA0000002511	04/08/2021	04/08/2022	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CUPIA0000002511	04/08/2021	04/08/2022	COMBINED SINGLE LIMIT EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			WCPIA0000002511	04/08/2021	04/08/2022	PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Pott Co Treasurer Office Remodel at 227 S 6th St, Co Bluffs IA 51501

CERTIFICATE HOLDER Pottawattamie County, its elected or appointed officers, officials, employees 227 S 6th St Council Bluffs IA 51501	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

ADDITIONAL COVERAGES

Ref #	Description Medical payments	Coverage Code MEDPM	Form No.	Edition Date
Limit 1 5,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium	
Ref #	Description Umbrella(C)	Coverage Code CUMBR	Form No.	Edition Date
Limit 1 2,000,000	Limit 2 2,000,000	Limit 3	Deductible Amount 10,000	Deductible Type
			Premium	
Ref #	Description Products/Completed Ops Aggregate	Coverage Code PRDCO	Form No.	Edition Date
Limit 1 2,000,000	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium	
Ref #	Description Schedule rate adjustment	Coverage Code SRA	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium -\$412.00	
Ref #	Description Increased employer's liability	Coverage Code INEL	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium \$49.00	
Ref #	Description CATAS	Coverage Code CATAS	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium \$12.00	
Ref #	Description Adjst. to reconcile-exp mod. premium	Coverage Code AREM	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium -\$310.00	
Ref #	Description Employee Min Diff	Coverage Code EMMDF	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium \$26.00	
Ref #	Description Expense constant	Coverage Code EXCNT	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium \$160.00	
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium	
Ref #	Description	Coverage Code	Form No.	Edition Date
Limit 1	Limit 2	Limit 3	Deductible Amount	Deductible Type
			Premium	

OFADTLCV

John Rasmussen/Engineer

**Approve and authorize Chairman to sign the
Final Acceptance Certification for Project RC-
C078(203) – 9A-78.**



**CERTIFICATE of COMPLETION and
FINAL ACCEPTANCE of AGREEMENT WORK**

COMPANY: Pottawattamie County COUNTY/CITY: Pottawattamie
ADDRESS: 223 South 6th Street PROJECT NO.: RC-CO78(203)--9A-78
KIND OF WORK: 192nd Street and Industrial Park Development Paving

AGREEMENT DATE: April 14, 2020 FIELD COMPLETION DATE: _____

This is to certify that the work covered by the above referenced agreement has been completed in accordance with said agreement and is hereby accepted, subject to final audit of costs.

SIGNATURE: _____ DATE: _____, 2022
Project Engineer (Res. Construction) (Area Engineer) (County) (City)
(Consultant) Year

*SIGNATURE: _____ DATE: _____, 2022
District (Construction) (Maintenance) (Local Systems) Engineer Year

Approved and work accepted by the Board of Supervisors/City Council of _____ Pottawattamie

this _____ day of _____, 2022
Year

SIGNATURE: _____
Chairman/Mayor

Acknowledge completion of project in accordance with referenced agreement by the Iowa Department of Transportation

this _____ day of _____, 2022
Year

SIGNATURE: _____
Iowa Department of Transportation

*On Local State Assisted Projects District does NOT certify but acknowledges completion of project.

DO NOT WRITE IN THIS BOX. CENTRAL OFFICE USE ONLY.
(Check or Initial Appropriate Box)

Office of Audits

Copy to Company

Copies to District

Original to Files

Received/Filed

Office of **NO 042709**
Pottawattamie County Treasurer

11/20/22 for December 2021
 Date

Received from Pottawattamie County
Sheriffs office

Payor Pottawattamie County Sheriff
office

Amount Forty Eight Thousand Eight Hundred
Dollars & 88/100 ——— \$ 48,800.88

Account to be credited See below

Descriptions of funds See below

Received by Km

Date received 11/20/22

December 1, 2021		
Pottawattamie County Sheriffs Office		
Total	Description	Line Item
\$0.00	Bank Interest	0001-4-05-1060-600000-000
\$4,065.00	Weapon Permits	0001-1-05-1060-441000-000
\$44,735.88	Civil Fees	0001-1-05-1060-440000-000
\$0.00	Outstanding Checks	0001-1-05-1060-820000-000
\$48,800.88	Total Deposit	
	\$20,441.67	total check #221410
	\$28,359.21	total check #221411
	\$48,800.88	total deposit

12817

Pottawattamie County Sheriff's Office

Report of Fees Disbursed for

12/01/2021 - 12/31/2021

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees disbursed by me from my office for the period 12/01/2021 - 12/31/2021.

Disbursements:

Paid to Others:

State - Weapon Permit Amount	965.00
Refunds; Publication; Sales; Com	211,605.60

Subtotal

212,570.60

Paid to Treasurer:

Service Fees - Notary Fees; Copy Fees	33,672.15
Postage	3,228.96
Transport - Officer Expenses	3,911.83
Mileage Amount	3,426.94
Report Amount	140.00
County - Weapon Permit Amount	4,065.00
Other - Subpoena	356.00

Subtotal

48,800.88

Total

261,371.48

The above information is respectfully submitted on 1/18/2022



Andy Brown
Pottawattamie County, IA

Pottawattamie County Sheriff's Office

Report of Fees Collected for

12/01/2021 - 12/31/2021

I Andy Brown, Sheriff of Pottawattamie County IA., do hereby certify that the following is a correct statement of fees collected by me in my office for the period 12/01/2021 - 12/31/2021.

Receipts:

Service Fees - Notary Fees; Copy Fees	30,574.65
Postage	2,880.75
Transport - Officer Expenses	3,911.83
Mileage Amount	3,416.94
Report Amount	130.00
County - Weapon Permit Amount	4,045.00
State - Weapon Permit Amount	955.00
Refunds; Publication; Sales; Com	146,246.37
Other - Subpoena	356.00
Unapplied	34.00
Total	192,550.54

The above information is respectfully submitted on 1/18/2022



Andy Brown
Pottawattamie County, IA

Closed Session

Study Session

BUDGET DISCUSSION

Discussion only