

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS VIDEOCONFERENCE MINUTES
Thursday, April 15, 2021

PRESENT: Dianne Strong-Summerhays, Jamie Knight (PC Liaison), Jeny Grupe (Treasurer), Lisa Marston (Vice-Chair), Michael Cohen, Sabena Vaughan, Susan Zottola (Chair)

ABSENT: Martha Ibarra

STAFF: Katherine Clayton (Executive Director), Cecilia Hurt (Education Director), Kathy Stassi (HR Director), Kaycee Cottone (ERSEA/IS Director), Jean Lehmann (Executive Administrative Assistant)

A quorum was established. Lisa called the meeting to order at 5:50 p.m.

CONSENT AGENDA

MOTION: Michael Cohen made a motion to accept the consent agenda as follows: **March 18, 2021 minutes; status of grants in process/grants to be approved (RVTD for EHS/HS); February meals; April monitoring report; and receipt of Office of HS Information Memorandum 21-01, Program Instruction 21-02, and the retirement audit letter, report, and Form 5500. Dianne Strong-Summerhays seconded the motion; the motion carried.**

TREASURER'S REPORT

1. Financials

Financial statements for February are in order.

MOTION: Jamie Knight made a motion to accept the February financial statements as presented. Michael Cohen seconded the motion; the motion carried.

EXECUTIVE DIRECTOR'S REPORT

1. Corporate Resolution

Two corporate resolutions were presented for ratification by the Board to change the authorized signers for the bank accounts of the agency.

MOTION: Jeny Grupe made a motion to approve two corporate resolutions to change the authorized signers for the bank accounts of the agency as presented. Lisa Marston seconded the motion; the motion carried.

2. HR Update

HR Director Kathy Stassi gave an update on staff retention and recruitment.

- The agency was able to keep staff fully employed with benefits during COVID. Support was provided to enable staff to work on site and at home.
- Recruitment efforts are in progress for 42 open positions through various avenues. Obstacles encountered for the lower-paying positions include self-selection from

background screenings, unemployment benefits paying more than wages, and minimum wage and COLA increases not being enough to compete with local businesses.

3. Child Outcomes

Information System/ERSEA Director Kaycee Cottone and Education Director Cecilia Hurt gave a PowerPoint presentation on child outcomes data for social/emotional development, EHS and HS widely-held expectations, and EHS and HS school-readiness goals during COVID.

COMMITTEES

1. Selection

The committee met on April and proposed the following changes to the Selection Criteria Policy: Add *Family is impacted by a serious COVID illness or death*, and add *Family lost housing or was otherwise negatively impacted by wildfire*.

MOTION: Sabena Vaughan made a motion to approve the proposed changes to the Selection Criteria Policy as presented. Jeny Grupe seconded the motion; the motion carried.

2. Early Childhood Advisory

The committee met on March 16; topics included reviewing the EHS/HS child outcomes data, updates on transition activities and supports, and discussion on school-readiness goals. The next meeting is May 18.

3. Policy Council (PC)

An update was provided on the last PC meeting regarding video work rule; second vaccine clinic; classroom reopening plans; updates on facilities, staffing, and COVID; intent to apply for the COLA; and the CACFP budget.

NEXT MEETING

The Board will be meeting Thursday, May 20 at 5:45 p.m.

The meeting was adjourned at 7:00 p.m.

Respectfully Submitted,

Jean Lehmann