

**SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
BOARD OF DIRECTORS (BD) AND POLICY COUNCIL (PC) JOINT MEETING
MINUTES**

Thursday, January 16, 2025

PRESENT:	Angela Evans	Jamie Green	Kris Woodburn
(BD)	Michael Cohen		
(BD/PC)	Keana Adams		
(PC)	Donea Goshert	Ebony Brooks	Haylie Smith
	Heidi Di Betta	Itzarai Ramirez	James Grice
	Jamey Owens	Kami Sorrenta	Kasydie Winner
	Staci Flores		
(Staff)	Angie Salazar	Christine Russo	Katherine Clayton
	Kirsten Caswell	Shandi Phelps	Shanice Stringer
	Stephanie Finch	Yoana Martinez	Jean Lehmann

The meeting was called to order at 6:00 p.m. by PC Chair James Grice.

EXECUTIVE DIRECTOR REPORT

1. Governance Training

Executive Director Katherine Clayton gave a PowerPoint presentation on the joint decision-making roles and responsibilities of the Board, PC, and management.

2. Hamilton Project

Approval was requested to begin the 1303 process for one-time federal funding to purchase and renovate the property owned by the Pregnancy Care Center in Cave Junction for an estimated total of \$2,164,400. The building will be a 0-5 Early Learning Center where the agency can upgrade and increase current services in the Illinois Valley area.

MOTION: Donea Goshert (PC) made a motion to approve the 1303 process requesting one-time funding to purchase and renovate the Hamilton property as presented. Jamie Green (BD) seconded the motion; the motion carried.

DEPARTMENT TRAINING

1. Self-Assessment Final Report

HS Director Stephanie Finch gave a recap of the results in the 2024-2025 report for Self-Assessment, an internal examination of program functions that is conducted annually to ensure compliance with the HS Program Performance Standards. The Focus Area 1 monitoring protocol from the Office of Head Start was used.

MOTION: Jamey Owens (PC) made a motion to approve the 2024-2025 self-assessment report as presented. Michael Cohen (BD) seconded the motion; the motion carried.

2. Health
Health Coordinator Kirsten Caswell gave a PowerPoint presentation on exclusion day on February 19.

PRESENTATIONS

1. Oregon HS Association (OHSA) Conference
PC State Rep Jamey Owens and PC Vice-Chair/State Rep Staci Flores gave a PowerPoint overview of the November OHSA Fall State Meeting.
2. National HS Association (NHSA) Conference
PC Chair James Grice presented a PowerPoint overview of the December NHSA Parent and Family Engagement Conference.

A break was taken with BD and PC meeting separately afterwards.

CONSENT AGENDA

MOTION: Michael Cohen made a motion to accept the consent agenda as follows: December 19, 2024 minutes; status of grants in process/grants to be approved (Oregon Department of Education Interim Immigrant/Refugee Student Success Plan for Listo); December enrollment report; and January program information summary. Kris Woodburn seconded the motion; the motion carried.

TREASURER'S REPORT

1. Financials
The financial statements for November are in order.

MOTION: Jamie Green made a motion to accept the November financial statements as presented. Keana Adams seconded the motion; the motion carried.

EXECUTIVE DIRECTOR'S REPORT

1. Committee Assignments
Committee assignments for 2025 were reviewed.

NEXT MEETING

The Board will meet Thursday, February 20, 2025 at 5:45 p.m.

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Jean Lehmann