

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.
POLICY COUNCIL (PC) AND BOARD OF DIRECTORS (BD) JOINT MEETING MINUTES
Thursday, January 18, 2018 from 6:00 to 8:30 p.m.
Jackson County Library, 205 S Central Avenue, Medford OR 97504

PRESENT:

(PC)	Alicia Waldon Andrea Wakeland Cassandrah Wilson Dayna Arnett Jamie Sanchez Mary Morales Nancy Murphy Samantha Cook Shannon Schreffier Valina Eichman	Amanda Garcia Angela Alexander Chea Pappas Emily Pharr Jennifer Miller Maylene Cherry Nicole Parker Samantha Ermoian Summer Wolarik	Amber Sturgess Casey Stine Courtney Friedt Heidi Kady-Barr Lavanya Kruges Monique Rodgers Noemi Thornton Shannon Arrants Thomas Barrett
(BD)	Adam August Jeny Grupe Susan Zottola	Elizabeth Bilden Martha Ibarra Tristan Webb	Hilary Zamudio Royal Standley
(Staff)	Blair Johnson Maria Arroyo Yoana Martinez	Joy May Michelle Homer-Anderson Jean Lehmann	Karen Lujan-Valerio Nancy Nordyke

The meeting was called to order at 6:00 p.m. by BD Chair Hillary Zamudio. A quorum was established for PC after roll call by PC Chair Casey Stine. No members of the public were in attendance.

WARM-UP ACTIVITY

The BD facilitated small-group discussions to learn about program strengths and concerns from PC parents.

NATIONAL HS ASSOCIATION (NHSA) PARENT LEADERSHIP CONFERENCE

PC Chair Casey Stine gave a brief report on the December 4-7 NHSA Parent and Family Engagement Conference in Austin, Texas.

EXECUTIVE DIRECTOR'S REPORT

1. Roles and Responsibilities of BD and PC
 - A PowerPoint presentation was provided by Executive Director Nancy Nordyke on the joint decision-making roles and responsibilities of the BD, PC, and management.
 - A report on the state of the HS program was also provided:
 - If the federal government shuts down tomorrow at midnight, the agency will be operating as usual.
 - The agency will be planning its 50th anniversary celebration in the spring. Information will be shared with staff, families, and the community when available.
 - Responsibilities were reorganized to meet the new HS Program Performance Standards, and subsequent outcomes were summarized:
 - Began shifting program approach from HS and EHS to Zero-to-Five
 - Focused on facility needs, maintenance, and additions/replacements
 - Began implementing new Duration services for HS and EHS

- Focus on staff satisfaction, recruitment, and retention

HS AND EHS DIRECTOR'S REPORT

1. Measure 101

The PC and Board voted to endorse Measure 101 last month. Ballots are due Tuesday, January 23.

2. Program Information Summary

HS Director Michelle Homer-Anderson and EHS Director Blair Johnson reviewed each item on the Program Information Summary.

3. Count Her In

An event on empowering women and girls is scheduled for Sunday, February 11 from 2:00 to 4:30 p.m. in the Performing Arts Center at Grant Pass High School, 830 N.E. 9th Street. On-site child care will be provided by HS.

A BREAK WAS TAKEN AT 7:25 P.M.
THE MEETING RESUMED AT 7:35 P.M. WITH BD AND PC MEETING SEPARATELY

CONSENT AGENDA: Blair Johnson, EHS Director

- Blair presented the consent agenda.

APPROVAL OF MINUTES: Casey Stine

Samantha Cook, ABC, moves to approve the minutes; Dayna Arnett, RR, seconds the motion. Motion carries. No abstentions

TREASURER'S REPORT: Emily Carver, PC Treasurer

- Emily went over the treasurer's report consisting of meal expenses, credit card expenses, orientation, and travel expenses.

COMMITTEE REPORTS

- Selection Committee: A group of PC reps and staff reviewed the selection policy and procedure. It includes federal mandates and selection criteria. The committee made recommendations, and the policy and the proposed changes will be in the February packet. Changes will require a vote during the February meeting
- The board liaison and the alternate were not present. The overall notes from the December board meeting were the approval of endorsement of Measure 101. They said goodbye to a board member

NEW BUSINESS:

- Dollar per Child is a campaign to raise money for lobbying for Head Start services at the federal level
- It is a fundraiser directed only by parents; it can be a collection box, bake sales, etc. If you want to do fundraisers, there is a process for getting approval. Talk with your family advocate who can get the process started.
- The goal is to raise 1 dollar per child in the program (HS and EHS) around \$1650.00
- Would also like to have letters from families in HS and EHS talking about what Head Start has done for them and how it has helped their families.
- Will be going on until April/May
- Dollars are given to the OHSA at the May meeting, and then it goes to the NHSA.

ANNOUNCEMENTS:

- SOCAEYC conference coming up in February 23th – 24th “together for children”
- Parenting classes have begun at the centers
- We will have an election for vice chair next meeting, as well as alternate secretary and alternate treasurer

ADJOURNMENT: Casey Stine

Amber Sturgess, SM, moves to adjourn meeting; Shannon Arrants, WC, seconds the motion. Motion carries.

0-5 Director’s Program Information Summary January 18, 2017

Duration

Rowell Brokaw submitted the schematic plan for the Progress Drive facility. Once the carry-over funds for this project are approved by the regional office we can proceed with architectural drawings.

Grants Pass Building

The agency is continuing to work through the process of obtaining funding to purchase the building in Grants Pass. The application has moved from the Regional level to the Federal level for review.

Recruitment

We are starting child recruitment for the 2018-2019 program year. Recruitment materials and community event displays are being updated for a more professional look. Packets will be available for Policy Council members in February to help with recruitment efforts. Parents are our most effective recruiters! (THANK YOU).

Community Assessment & Program Planning

The Community Assessment Survey has been launched. It is available both electronically and in hard copy at centers. We are reaching out to parents, community partners, staff and the Board. The survey will identify the strengths and needs in our community and what types of services are most needed by families. The results will be incorporated into the final Community Assessment Report. This data will be used in our Agency’s Strategic Planning process and by the Program Planning Committee in setting five year goals and objectives for the Head Start and Early Head Start programs.

MIECHV Quality Improvement Project

The MIECHV EHS program provides services to expectant families and infants. This month staff will attend a conference to identify strategies to increase the number of families using safe sleep practices with their infants. This is a state-wide project. Staff will bring back resources to share with parents.

Parent Survey for Oregon’s Infant Toddler State Self-Assessment

This survey is being offered to parents of 0-3 year olds by the Oregon Early Learning Division, in partnership with the Oregon Health Authority and community organizations. The goal of the survey is to learn about parent experiences and what kinds of support parents want and need. We are emailing our parents to participate in this survey through Remind and encouraging them to reach out to their friends to also participate.