

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.

POLICY COUNCIL MEETING MINUTES

October 18th 2022

6:00-8:00 pm

Redwood Head Start 3345 ½ Redwood Hwy Grants Pass, OR

PRESENT:

(PC) Abby Barber (EHS GP) Alyssa Harrison (EHSABC) Ashley Primeau (PV)
Autumn Byrd (RDW) Brittnee Lockyer (PV) Cassandra Bryan (PAT)
Catherine Wilson (EHS GP) Christina Woods (RDW) Courtney Day (EHS WM)
James Grice (EHS GP) Jason Peters (IV) Julionna Hackett (FTH)
Katherine Pianka (SM) Michelle Clancy (PV) Ronald Turcios (PROG)
Stephanie Boylen (EHSWM) Tammy Free (IV) Yunyu Patterson (CP)

(STAFF) Christine Russo, PFCE Director Katherine Clayton, Executive Director
Nikki Hill, PFCE Manger Shandi Phelps, PFCE Manager
Shanice Stringer, PFCE Manager Stephanie Finch, 0-5 Head Start Director
Yoana Martinez, PFCE Admin Assistant

Policy Council Leadership Team 2021-2022

Chair- James Grice
Vice Chair- Yunyu Patterson
Secretary- Abby Barber
Alternate Secretary- Autumn Byrd
Treasurer- Catherine Wilson
Alternate Treasurer- Jason Peters
Board Liaison- Stephanie Boylen
Alternate Board Liaison- Catherine Wilson
State Representatives- Jason Peters & Yunyu Patterson
Alternate State Representative- James Grice

CALL TO ORDER, ROLL CALL, AND GROUND RULES:

Christine started the PC Orientation part two and called the meeting to order

PUBLIC COMMENT PERIOD:

Reviewed Roberts's rules and how to make a motion

APPROVAL OF MINUTES- Approvals/votes need to be in bold print

Approval of minutes were done via email with PC members 2021-2022

WARM-UP ACTIVITY

Christine Russo PFCE Director

Christine reviewed and did a recap of the PC orientation of November 17th via teams

CONSENT AGENDA

Stephanie Finch 0-5 Head Start Director went over what the consent agenda

Stephanie explained and trained to what forms part of the consent agenda items, why we need them and how we vote on the process to approving the consent agenda

1. PC Minutes
2. Meal Count-
3. Financial Statements/Credit Card Statements
4. Enrollment Report-

Catherine Wilson (EHSGP) moves to approve the Policy Council Consent Agenda. Stephanie Boylen (EHSWM) seconds the motion to move to approve the Policy Council Consent Agenda. No one opposed, No abstentions, Motion was carried

Treasurer Report- Treasurer Report was explained and why we have a report to pc parents

EXECUTIVE DIRECTOR'S REPORT

Kathrine Clayton- Executive Director

-Katherine went over the board liaison position and how they participate in the board meeting and represent Policy Council at the board meeting and give reports.

Katherine also went over Information Memorandum (IM) & Program Instructions (PI)

HS AND EHS DIRECTORS' REPORT

0-5 Head Start Director

-summary of the report/highlights of the report

Old Business

Committees

- No Committees for this month

Announcements

- Make Up Orientation will be November 15th prior to PC meeting
- Christine Russo met after the meeting with the executive leadership team, all positions have been filled

Three things to take back to the center

Yunyu Patterson- PC Vice-Chair asked for the three things to take back to centers from PC Members

- 1. Community Outreach-working with practicum students and Crater High to get more help within the program.**
- 2. There is still currently a \$2000 sign on bonus incentive for new hire. SOHS is hiring please refer anyone that you know that would qualify and is looking to work with children and families.**
- 3. Congratulations to our PC Executive Leadership Team we have filled all positions**

Our New Chair James Grice asked for a motion to adjourn the PC October Meeting

ADJOURNMENT

MOTION: Jason Peters (IV) made a motion to adjourn the Policy Council Meeting; Catherine Wilson (EHS GP) seconded the motion to adjourn the Policy Council Meeting; no one opposed, no abstention Motion passes meeting ends at 8:03 pm.