

# SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.

## POLICY COUNCIL MEETING MINUTES

February 21, 2023

Virtual Teams Meeting

### PRESENT:

(PC)	Adrienne Joy- OH	Ashley Primeau-PV	Autumn Byrd-RDW
	Brittany Rubin-CP	Cassandra Boylen- EHS WM	Catherine Wilson-EHSGPHS
	Christina Woods-RDW	James Grice-EHS GP	Jason Peters -Com REP
	Jayne Hurd- CP	Jessica Knable- Com Rep	Jessika Castleberry-WCY
	Julionna Hackett-FTH	Katharine Pianka –SM	Kelly Cain-CP
	Megan Farr- ABC	Melissa king-ASH	Michelle Clancy-PV
	Sandra Gill-ABC	Stephanie Boylen- EHSWM	Tammy Free-IV
	Unique Ortiz-EP	Viktoria Calvo-ASH	Yunyu Patterson-CP

(STAFF)	Amber Dawson	Carole Yule	Christina Head	Christine Russo
	Danyelle Wise	Deborah DeSarah	Diana M. Lewis	Elida Cabrera
	Elie Krische	Gabrielle Becraft	Kameron Sussman	Karen Brown
	Katherine Clayton	Mallori Woodall	Nikki Hill	Paige Payne
	Rosa Tovar	Shanice Stringer	Stephanie Finch	Yoana Martinez

### Policy Council Leadership Team 2022-2023

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:

James Grice called the meeting to order at 1:38PM. A Policy Council quorum (Was) Established after roll call.

### PUBLIC COMMENT PERIOD:

## **APPROVAL OF MINUTES-**

**Catherine Wilson- (EHSGPHS) moves to approve the January 2023 Policy Council Minutes. Stephanie Boylan (EHSWM) seconds the motion to move to approve the January 2023 Policy Council Minutes. Any opposed no, any abstentions no, Motion was carried**

## **WARM-UP ACTIVITY**

**Christine Russo -PFCE Director**

**- Appreciation cards for someone special in your life!**

We were supposed to write the people in our lives that we are grateful for and let them know why and what makes them so special to us.

## **CONSENT AGENDA**

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

1. PC Minutes
2. Meal Count
3. Financial Statements/Credit Card Statements- We're on schedule for our spending
4. Enrollment Report- We continue to hire and open slots as staff are assigned to classrooms. Currently we have 75% of our funded slots open in each program, with an additional 16 EHS slots opening this month. Our current waitlist for Early Head Start is 476 children and there are 364 income eligible children on the Head Start waitlist.

**Sandra Gill (ABC) moves to approve the Policy Council Consent Agenda. Catherine Wilson (EHSGPHS) seconds the motion to move to approve the Policy Council Consent Agenda. Any opposed No, any abstentions No , Motion was carried**

**Treasurer Report-Catherine Wilson went over the treasurer's report**

## **EXECUTIVE DIRECTOR'S REPORT**

**Kathrine Clayton- Executive Director**

22 new employees came to orientation, more than ever before. Parenting classes were also fuller than they have been in the past.

**Deborah DeSarah- Finance Director went over the NFS 221-2022 waiver**

-we need to reduce our federal share to keep our grants to keep the share match of 25%. Made a motion to amend the NFS amendment.

**Sandra Gill (ABC) made a motion to approve to amend the waiver for the federal funds NFS 2021-2022. Ashley Primeau (PV) second the motion. No abstentions, no one opposed motion carries.**

**Old Business**

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**Committees**

-Selection Committee

Tammy and Stephanie went through the proposed Changes to the Selection committee criteria. Stephanie helped answer any clarifying questions.

**Jason Peters (Com Rep) made a motion to approve the proposed changes to the selection Criteria. Jessica Knable (Com Rep) second the motion to the proposed selection criteria changes. No abstentions, no one opposed, motion carried.**

-Bylaws Committee-

James and Christine went over the proposed changes to the Bylaws Committee no questions when reviewing the proposed bylaws

**Stephanie Boylen (EHS WM) made a motion to approve the suggested changes to the Bylaws. Jessica Knable (Com Rep) second the motion. No abstentions, no one opposed, motion carried.**

Board Liaison Report

Stephanie gave us an update about the Board meeting

#### **Announcements**

-Next PC Meeting is March 21st at Parkview 5:30-8:00pm

- SOCFC is Hiring, please share and have them apply at socfc.org

#### **Three things to take back to the center**

- 1. New Head Start Building going up in Williams! Converting old Library into another addition.**
- 2. Filling Vacant Spots year round now for students.**
- 3. SOCFC is still hiring applicants so please make it known to parents of students.**
- 4. Our enrollment percentages are up!**

Name Tag Game- PFCE Admin Assistant will draw

- 1. Julianna**
- 2. Christina**
- 3. James**

#### **ADJOURNMENT**

**Jessica Knable (Com Rep) made a motion to adjourn the Policy Council Meeting at 2:58PM; Jason Peters (Com Rep) seconded the motion to adjourn the Policy Council Meeting; no any abstention no Motion carries.**