

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.

POLICY COUNCIL MEETING MINUTES

June 21st, 2022, 1:34pm to 2:27pm

Via Microsoft Teams

PRESENT:

(PC) Anastasia Gray (PV) Catherine Ziel (EHS GP) Jayme Hurd (CP)
Melissa Clark (FTH) Noel Slocum (PXT) Sarah Nash (SM)
Teasha Patterson (ComRep) Tammy Free (IV)

(STAFF) Christine Russo, PFCE Director
Katherine Clayton, Executive Director
Shanice Stringer, PFCE Manger
Vedrene Holmes, Interim 0-5 Assistant Director
Yoana Martinez, PFCE Admin Assistant

Policy Council Leadership Team 2021-2022

Chair- Teasha Patterson
Vice Chair- Annastasia Gray
Secretary- Melissa Clark
Alternate Secretary-
Treasurer-Sarah Nash
Alternate Treasurer- Sandra Gill
Board Liaison-Tammy Free
Alternate Board Liaison-Noel Slocum
State Representatives- Angela Alexander and Melissa Clark
Alternate State Representative-

CALL TO ORDER, ROLL CALL, AND GROUND RULES:

Teasha Patterson PC Chair called the meeting to order at 1:34pm.
A Policy Council quorum was established after roll call.

Noel Slocum, South Medford, moves to approve the May 2022 Policy Council Minutes. Catherine Ziel, EHS Grants Pass, seconds the motion to move to approve the May 2022 Policy Council Minutes. Any opposed? No. Any abstentions? No. Motion was carried.

WARM-UP ACTIVITY

Christine Russo-PFCE Director (or first/last name & position of presenter)

- If you could go anywhere on your summer vacation, where would you go and why?

Bahamas! Fiji to stay in an over the water huts and swim with dolphins. Las Vegas without the kids! Scotland and explore the castles.

CONSENT AGENDA

Vedrene Holmes, 0-5 Interim

1. Meal Count 6,417/6,455/2,359
2. Financial Statements/Credit Card Statements – on track with our grants and remaining funds, and detailed credit card statements were provided.
3. Enrollment Report- 331 EHS/246 HS/54 PP

Catherine Ziel, EHS Grants Pass, moves to approve the Policy Council Consent Agenda. Tammy Free, Cave Junction, seconds the motion to approve the Policy Council Consent Agenda. Any opposed? No. Any abstentions? No. Motion was carried.

Treasurer Report- Sarah Nash, South Medford, Policy Council Treasurer went over the treasurer’s report

EXECUTIVE DIRECTOR’S REPORT

Kathrine Clayton- Executive Director

-PIS Transitions from Head start to kindergarten. The Federal Review was completed June 6th and final report should be out in 3 to 4 months.

- Vehicle leases - will be a new vehicle(s) every 3 years.

New Vehicle Leases

The agency is planning to lease rather than purchase two vehicles to replace two damaged vehicles. A request was made to approve the 2021-2022 HS and EHS re-budgets for the vehicle leases.

- The 2021-2022 budget will fund the down payment of \$8,337.27, fees, and August-October lease payments.
- The 2022-2023 and 2023-2024 budgets (from *Other Furniture Equipment < \$5K* and *Center Furniture & Equipment < \$5K*) will fund 12 months of lease payments at \$9,349.08 per month.
- The 2024-2025 budget will fund the remaining 9 months of lease payments at \$7,011.81 per month.

Catherine Ziel, EHS Grants Pass, moves to approve the re-budget for new vehicle leases. Sarah Nash, South Medford, seconds the motion to approve the re-budget for new vehicle leases. Any opposed? No. Any abstentions? No. Motion was carried.

- Changes to Collective Bargaining Agreement A 2-week notice is required now instead of a 30 notice for employees quitting.

Noel Slocum, South Medford, moves to approve the changes to the Collective Bargaining Agreement. Catherine Ziel, EHS Grants Pass, seconds the motion to approve the changes to the Collective Bargaining Agreement. Any opposed? No. Any abstentions? No. Motion was carried.

- OPK 2022-2023 Grant Amendment

OPK Grant Amendments

The agency received notice from the state regarding the inflationary adjustments for 2021-2022 and the award for 2022-2023.

- 2021-2022: An increase of \$308,194.71 for HS and \$10,008.00 for EHS.
- 2022-2023: An award of \$8,127,023.56 for HS and \$453,600.00 for EHS with a startup award of \$25,000.

Catherine Ziel, EHS Grants Pass, moves to approve the OPK 2022-2023 grant amendment. Sarah Nash, South Medford, seconds the motion to approve the OPK 2022-2023 grants amendment. Any opposed? No. Any abstentions? No. Motion was passed.

Center Sharing/Training:

- Parenting Education classes
- Federal Review – Policy Council members were questioned on what we do as members and how we participate in the policy council.

Committees

- Child Advisory
- Facilities – Tammy Free: Keyless entry is going to be incorporated at all facilities. All Facilities will be designed the same for recognition purposes.
- Board – Voted for 2 new vehicle leases just like here in policy council. Pay increases to faculty. All 3 classes EHS, HS and PP in the same buildings.

Announcements

Anastasia Gray, Vice Chair and Christine Russo, PFCE Director

- Summer Transition Packets
- No Policy Council Meeting for July 2022
- End of year Celebrations are going on now!

Three things to take back to the center

Anastasia Gray, Vice Chair

- 1. Grants for more parenting classes have been obtained and the classes are available on video in the Parenting resources tab on socfc.org (available in English and Spanish)**
- 2. Revamping the centers to make them all look the same, all around.**
- 3. Keyless entry to our facilities, this will be such a blessing**

Name tag game: 1. Jayme Hurd 2. Melissa Clark 3. Anastasia Gray

ADJOURNMENT

MOTION: Noel Slocum, South Medford, made a motion to adjourn the Policy Council Meeting at 2:27pm; Catherine Ziel, EHS Grants Pass, seconded the motion to adjourn the Policy Council Meeting; Any opposed? No. Any abstention? No. Motion was carried.