

SOUTHERN OREGON CHILD AND FAMILY COUNCIL, INC.

POLICY COUNCIL MEETING MINUTES

Tuesday, September 22nd, 2020 from 2:00-3:00 pm.

Meeting was held Via Teams on Microsoft

PRESENT at the TEAMS Meeting:

(PC) Chantel Ullrich (FTH) Jamaya Obie-Brown (EHS GP) Jamie Knight (ABC)
Jasmine Fleming (EP) Lynn Greeley (Community rep) Melissa Mahler (FTH)
Sharyn Greeley (comm rep)

(STAFF) Blair Johnson (EHS Director) Lisa Farlin (HS Director)
Kathrine Clayton (Executive Director) Tina Cambell (Finance Director)
Christine Russo (PFCE Director) Yoana Martinez (PFCE Interpreter)

Approval of votes Via Email:

CALL TO ORDER, ROLL CALL, AND GROUND RULES:

Jasmine Fleming (PC Secretary) called the meeting to order at 2:04p.m. via Teams meeting online

PUBLIC COMMENT PERIOD:

None.

Jasmine Fleming (EP) made a motion to approve the August Minutes. Jamaya Brown (EHS GP) second the motion to approve the August Minutes. (No opposed/ No abstentions). Motion was carried.

ACTIVITY:

- Treasure Hunt. Led by Christine Russo (PFCE Director). People chose and shared one thing that describes what is very important to them.

CENTER SHARING:

- Photos of the construction progress and the setting up new PPE guidelines at the centers where shared.

CONSENT AGENDA

- Led by Blair Johnson- EHS Director
 - Blair went over Financial Statements. We are on track with our grants and spending. Our meal and cooks spending goal is a little harder to achieve due to Covid-19.
 - Recruitment Report: Selections of recruiting children have been done. In some areas we have some major recruiting to do, an example is the duration class in Cave Junction. Due to all the fires around the valley, it has been a little harder to get the slots filled. We are continuing to take applications for new kids

Jamie Knight (ABC) made a motion to accept the consent Agenda. Jamaya Brown (EHS GP) second the motion to accept the consent agenda. (No opposed/ No abstentions). Motion was carried.

TREASURE REPORT:

- Yoana Martinez (PFCE Interpreter) went over the treasure report.

EXECUTIVE DIRECTOR'S REPORT

- Kathrine Clayton (Executive Director) announced a Directors Change. She announced that our current Early Head Start Director, Blair Johnson, is retiring, and Lisa Farlin (current Head Start Director) is going to be both the EHS and HS director.
- Informs us that HS created a fire relief funds page on the HS website to help any coworkers or people in HS&EHS that have been affected by the many fires. You can also donate on the page as well.
- Review Agency Plan is moving forward. Fires set us back a little bit, so we are not opening out doors on October 12th, but now a week later. If we take our time to be fully prepared, it will help us be successful on opening and staying open.

HS AND EHS DIRECTORS' REPORT

- **Led by Lisa Farlin, HS Director**
 - Lisa went over the service updates.
 - Program Information Summary- We got \$285,000 in unexpected funds, which lets us now do remodeling that we needed to do in select centers.
 - We have been calling returning families and new families affected by fires, reaching out to see what HS can do for them, and what the families are planning to do with HS.
 - Next week we are going to centers to see which ones would work best for in-center classes, and then choose the children that will be attending those classes.
 - October 19th, around half or less of children will start center-based classes, while the others will be in virtual classes.
 - The Child Piolet App- turns out they could not deliver what they promised, so we abandoned that program. Staff will now check kids in and out instead of parents, for less contact.
 - Designation Renewal System- went over changes with the deficiencies. Instead of 1 deficiency, now you can have 2. They also changed the class scores. Now if your class scores are low, they see it as needing help instead of threatening to take the class away. Also, if they see a weakness in an audit, they help us verses making us re-apply.
 - Health and Safety Plan for Progress Center and Offices. It's in draft now, and we will bring the final draft back to PC to vote on. Some of the changes include PPE at centers and offices. No parents will be allowed in centers at this time due to Covid-19. Desks will be left apart. Children will be required to wash hands more frequently. We are still working on how to orientate the new families to the classroom. Staff wouldn't be able to use break rooms anymore. These are just a few changes being made. Registration process this year will be very different. Many more areas of this are still being developed, and this is the next step to complete in the next couples weeks for opening.
 - Policy Council Orientation- We don't have a firm date when this will occur, possibly November. We have decided that the best way to do it will be virtually.

COMMITTEE REPORT:

- None.

ANNOUNCEMENTS:

- Reminder of the \$25stipend that go to the PC members that can come to these meetings.

- Yoana Martinez (PFCE Interpreter) shows us the \$25 stipend form and how to fill it out.

Jamie Knight (ABC) motions to adjourn the meeting. Jamaya Brown (EHS GP) seconds the motion to adjourn the meeting. Motion was carried

Meeting Adjourned at 03:10.

(Reminder, All votes are taking place Via email. No votes were needed for this meeting)