



Northeast Michigan Community Service Agency, Inc.
HEAD START/EARLY HEAD START POLICY COUNCIL
Quality Inn – West Branch
February 18, 2022



Desiree Vandenberg called the meeting to order at 10:12 am.

Members Present:

Kayla Pike, Desiree Vandenberg, Kristy Lauwers, Justin Gibson, Brian Diring, Jessica Astbury

Staff Present

Tricia Grifka, Early Childhood Services Director
Autumn Evans, Executive Assistant
John Vincent, Regional Manager

Members Excused:

Leeann Reinke, Nathan Weaver, Crystal Quinn, Rebecca Elston, Tonie Hooper, Karen Pomeroy

Members Absent:

Kate Jones, Aaron Abair, Gary Spicer, Brooke Green

Drop Non-Participating Members from Roster

Policy Council members Aaron Abair, Brooke Green, Kate Jones and Gary Spicer were removed from the roster for non-participation after two or more unexcused absences in accordance with the Policy Council Operating Procedures.

Quorum present.

Approval of Meeting Minutes

Reviewed minutes from 1-21-22 Policy Council meeting. No changes or corrections were needed. Justin made motion to approve, Kristy seconded. All ayes. Motion carried.

NEMCSA Board

Desiree discussed NEMCSA Board meeting she attended on 2-4-22. The vaccine mandate was approved by the Board. Lisa Bolen, CEO, was designated as a NEMCSA employee, no longer a contracted employee. Cheboygan building purchase language to submit to Regional Office was approved by the board.

Delegate Policy Committee - Mid Michigan Community Action Agency (MMCAA)

Members reviewed delegate minutes from 1-20-22 meeting. Jessica made motion to receive and file. Brian seconded. All Ayes. Motion carried.

Information and/or Discussion Items

- Michigan Head Start 2022 Fact Sheet reviewed by Tricia.
- Area Spring Planning meetings to be set up from March to May. Let Autumn know if you would like to attend the meeting for your area.
- John explains Pulse Check Meetings, always looking to improve programs and processes. Members are invited to attend any of these meetings.
- Cheboygan Building purchase application are currently under review at Regional Office.
- Tricia discussed the Vaccine Mandate and impact on classrooms and staff changes. Busing services are being reinstated next week. OHS has decided that the HS programs will not be penalized if contractors working with HS children will not provide vaccination status of employees.

- John discussed ideas with members for creating parent to parent videos to promote and inform parents on multiple topics, including, In-Kind, volunteer opportunities, health services, Parent Cafes, “what to expect in Head Start”, etc. He will provide a sign-up list for talking points at our March meeting, with tentative plans to record videos at the April meeting at the DoubleTree.

Administrative Report

Tricia reviewed the program update for the reporting period ending 1-31-22. After implementing Interim Rules requirements, three priorities moving forward: Child Safety, Staff Wellness and Connection, Family Support and Connection. Head Start health statistics impacted by low numbers for lead testing because the equipment staff uses was recalled. The up to date with EPSDT numbers would increase by 12% if lead testing was complete. Health clinics in partnership with University of Michigan Flint School of Nursing are being planned for May and September to provide health and dental services.

Tricia reviewed the HS and EHS budget report.

Action Items

Approval of Credit Card Expenditures

Credit card statements reviewed by Budget Committee. Jessica made motion to approve Fifth Third statement for \$84,122.72 ending 1-31-22. Justin seconded. All ayes. Motion carried. Desiree made motion to approve Wex Card statement for \$2,572.92, ending 2-6-22. Justin seconded. All ayes. Motion carried.

Acknowledgement of New Hires and Terminations Report

Desiree read New Hires and Terminations report for 1-15-22 thru 2-10-22. Desiree made motion to acknowledge the reading of the report. Brian seconded. 5 ayes and 1 nay. Motion carried.

Workgroup Updates

No Workgroup Updates

New Business

Kayla discussed possible purchase of Sandusky building by the Health Department. Head Start would like to stay in current building if renovated or new building if built. She also discussed attending new hire interviews this week and has been impressed with candidates.

Tricia discussed promoting employees from within, looking into an employee referral program and the retention bonus to keep current employees working. The agency could look into hiring bonuses in the future.

Next meeting will be Friday, March 25, 2022, at the Quality Inn in West Branch from 10:00 am – 2:00 pm.

Brian made motion to adjourn. Desiree seconded. All ayes. Motion carried.

Meeting adjourned at 12:27 pm.

Approved by: _____ **Title:** _____ **Date:** _____